

## Stockbridge Selectboard

January 5, 2023, 7:00 PM

**Zoom Meeting Info:** +1 929 205 6099 **Meeting ID:** 882 7733 0950 **Passcode:** 708790

**Present:** Lee Ann Isaacson, Mike Ketchum, Zach Cavacas, Lori Scott, Kevin Bagley, Edward Ammerman, Makenzie Williams, Josh Clement, Online Lindy Stetson, Janet Whitaker, Beth Dawley

- 1) Meeting called to order at 7:01pm.
- 2) **Executive Session:** The board motioned to move to executive session to discuss a personnel issue. They moved to Exec Session at 7:02. The board returned from Exec Session at 7:15pm.
- 3) **Additions and Deletions to the meeting.** None
- 4) **Topic Allotted Time Review** – Added time to each topic
- 5) **Public Communication** - Lindy Stetson reported that the new school generator is functioning well as evidenced by the recent power outages. She wanted to understand how an emergency could be called and how residents would be notified about the school's shelter services. Janet Whitaker shared that the Meeting House, although it doesn't have generator, could also function as a shelter for other emergency situations. Zach Cavacas is the town's Emergency Management Director.  
**Action Item:** Zach will bring a group together to revise the current Local Emergency Management Plan (LEMP). This updated plan needs to be submitted to the Regional Planning Commission in the spring.
- 6) **Previous Meeting Minutes:** Lee Ann motioned to approve the minutes as written and Mike seconded. The board approved the minutes from 12/15.
- 7) **Review Action Item Report** – Lori shared an action item log that she created to help track items identified to ensure they move forward. The board liked the new format. The report also provides a history of the board's accomplishments. This report will be a standing item on future Selectboard Meetings.
- 8) **Road Report**
  - a) Mount Hunger
    - i) Chris Bump has provided an application from the State of VT to relocate the access point of Mount Hunger Road and RT 107. Lee Ann motioned to move forward with the Mt Hunger relocation application and Mike seconded. The permit was completed and signed with a request to waive the fee due to safety issues at this intersection. **Action Item:** Lori to scan application to Chris Bump and cc Kevin.
    - ii) Kevin brought up the additional land acquisition for the new Right of Way (ROW) for the full road relocation. Martha Ruben offered to give the town part of her land for the ROW. Kevin has not heard back from the Town Attorney on that land and ROW. Lee Ann motioned to move the process forward to obtain the Ruben land and relocate the ROW in anticipation remainder of the project. Mike seconded. **Action Item:** Lee Ann to reach out to the Town Attorney.
  - b) Third Road Crew position is open. The board approved running the ad for the open position. The board agreed to amend the probationary period to include winter months. **Action Item:** Lori to run ads in the usual locations.
  - c) Kevin continues to work on the road mileage and classifications to match the state maps. He found that in 2010 Cathy Brown sent deed documentation to the state to correct the inconsistency on South Hill Road and add that highway to the town map. The mapping

department at Vtrans has recommended that as part of the annual mileage certification, the town change the current class 3 portion of TH 52 and a portion of TH 33 to Not Up to Standards (NUTS). Lee Ann motioned dedication and acceptance to move the road formerly known as Plantation Road as it is currently being maintained as a class 3 road and is not on the current town highway map and Zach seconded. It is currently known as South Hill Road starting at the intersection with Fletcherbrook and going approx. 1 mile towards Pittsfield. In 1966, Plantation Road affected 3 property owners. **Action Item:** Lori will research the deeds and determine who the property owners are today.

- d) Kevin continues to investigate the road reclassifications identified that will be worked on in the spring.
- e) Road crew is continuing road clean up from the storms.
- f) Janet asked about resurfacing the school parking lot as it is a town road. She is looking for help with adding basketball courts to the space. If the school wants to replace the basketball courts, then they need to come back to the Selectboard to ensure that what they do does not impact the rest of the parking lot. Zach requested to table this for a future budget cycle.

9) **Highway Ordinance**

- a) Josh Clement and Makenzie Williams attended and provided feedback regarding additional clarity on the Class 4 road sections. The board completed a final revision and adopted the new ordinance. The ordinance was signed.
- b) **Action Item:** Lori will post copies in the Town Office, Post Offices and Town Website. A warning will be published in the Herald
- c) Janet Whitaker asked about who is responsible for notifying property owners when changes are being made to their land that is part of an easement agreement. The board said that the person requesting the change would need to reach out to the affected neighbor.

10) **Town Office Repair**

- a) Repair construction began Tuesday 1/3 and most work will be complete by 1/6. Lori found an error on the Proof of Loss statement from the insurance company. They will correct it and resubmit for signature.

11) **Final 2022 Financials**

- a) Total budget tracked well with the final actual expenses with an overall positive variance of \$5,346.33. The town has worked very hard to manage expenses in this time of high inflation.

12) **2023 Budget**

- a) Beth reported that the State Equalization Study has identified that Stockbridge is on the list for another town wide reappraisal. This is what happens when homes are selling for two or three times what it was appraised for in the Townwide reappraisal in 2020.
- b) The board approved adding \$5,000 to the reappraisal fund for 2023.
- c) The board reviewed the salary increases that incorporated moving to the state median level and cost of living increases. Those salary increases are effective in the first pay period of 2023.
- d) The board finalized the 2023 proposed budget. The board still needs to work on the Capital Plan.
- e) Action Item: Lori to prepare the preliminary tax rate impact report for the board

13) **Town Report Progress**

- a) Committee reports are coming in and the town report is in progress and 18% Complete.

- 14) **Town Meeting Warning** – The board added an article regarding adding a Sheriff line item. The board to continue to review the warning list and determine any additional articles that they wish to add.
- 15) The Board reviewed and signed the orders
- 16) The board planned for the next meeting agenda.
- 17) **Adjournment** - Mike motioned to adjourn. Zach seconded, and the meeting adjourned at 9:45pm.

#### **Topics for upcoming Selectboard meetings**

- a) **January 19**
  - i) Town Meeting Planning
  - ii) Airbnb update
- b) **February 2**
  - i) Town Meeting Planning
- c) **February 16**
  - i) Town Meeting Planning
  - ii) January Financials
  - iii) Project Costs Review and Grants
- d) **March 2**
  - i) Town Meeting Prep
- e) **March 16**
  - i) February Financials
  - ii) Calendar to Fiscal Transition
- f) **April 6**
  - i) Road Reclassification
- g) **April 20**
  - i) March Financials
- h) **May 4**
  - i) Road Reclassification
- i) **May 18**
  - i) March Financials
- j) **Topics TBD for upcoming meetings**
  - i) Calendar to Fiscal Year Transition
  - ii) Broadband – EC Fiber (Communications Union District)
  - iii) Grant Writer -Work on Job Description
  - iv) ARPA – Add Sarah from TRORC
  - v) Town Garage Relocation
  - vi) Sand Pile Relocation
  - vii) Cell Service – Zach
  - viii) Road Erosion Inventory – Update from 8/18 Meeting – Selectboard
  - ix) Road Reclassification – Table until the Spring
  - x) Quote and Bid Process and Procurement Process
  - xi) Constable Role definition / Dog Ordinance
  - xii) Open positions (Town Clerk/Treasurer and Selectboard Admin
  - xiii) Rochester Highschool

Lori Scott- Town Clerk

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