

Select Board Members
<input checked="" type="checkbox"/> Peter Hood, Chair
<input type="checkbox"/> Mary Just Skinner, Vice Chair
<input checked="" type="checkbox"/> Phil Hyjek
<input checked="" type="checkbox"/> Steve Martin
<input checked="" type="checkbox"/> Liz Scharf

**MIDDLESEX SELECT BOARD**  
**Tuesday, May 18, 2021**  
**REMOTE VIA ZOOM**  
**Middlesex Town Clerk's Office**  
**5 Church Street**  
**Middlesex, Vermont 05602**  
**(802) 223-5915**

**MINUTES.**

**PRESENT:** Peter O. Hood, Chair, Mary Just Skinner, Vice Chair. Members Phil Hyjek, Steve Martin and Liz Scharf. Treasurer Dorinda Crowell. Randy Drury. Road Commissioner Vic Dwire. Planning Commission Chair Sandy Levine, PC Members Theo Kennedy, Elias Gardner, Phil Comen and Mitch Osiecki, who is also the Town Recreation Director. Select Board Assistant Sarah Merriman took the minutes and the meeting was recorded by ORCA.

**Call to Order**

Peter called the meeting to order at 5:02 PM. There were no amendments to the amended agenda.

**Revising the Town Personnel Policy**

The Board reviewed a revised Personnel Policy that mostly clarified certain sections about health insurance, vacation time, work-boot allotment, and hours of work. Randy suggested writing a memo of changes/clarifications to hand out with the Personnel Policy. The Board agreed.

**MOTION:** Steve moved approving the revised Personnel Policy with the changes made; Phil seconded. The motion passed. Liz made a motion to amend the policy so it would go into effect to July 1, 2021 and Steve seconded. Liz's motion passed.

**Approving Matt Schley's Appointment to the Conservation Commission**

**MOTION:** Mary moved and Phil seconded approving the Middlesex Conservation Commission's nomination of Matt Schley to the MCC. The motion passed.

**Recreation Field Updates**

Mitch said work was done on the Town recreation field abutting Rumney School without contacting him, the Town Recreation Director, or notifying the Select Board. He said the local little league team explained to him that someone donated material and labor and so the league took advantage of the offer to improve the Town field. They added top dressing for the infield and they also ditched up and down the 1<sup>st</sup> and 3<sup>rd</sup> baselines because it gets soggy. Peter said that's fine, but he can't imagine that this work was done without notifying the Town. Mitch said the changes do not impact soccer, which is played on a different portion of the Town field. He also said he put up the new orange fence. The Board reiterated that no work should be done on the field without the Recreation Director's/Select Board's prior knowledge and approval.

**Joint Meeting with the Middlesex Planning Commission**

Sandy called the Planning Commission to order at 5:31 PM. Newest member Phil Comen introduced himself. The PC proceeded to update the Board about the following projects:

**Zoning Regulations Revisions:** Sandy said the PC has been working with the Central Vermont Regional Planning Commission to update the Town zoning regulations. The PC has been working on the Village and Mixed-Use zones, as well as the Industrial and Flood Plain. The rural areas and administrative section of the regulations are next. The PC has been doing extensive outreach in the community, particularly in the flood plain, even telephoning every resident within that area. By and large the PC is looking to clarify regulations vs. making changes. Any changes will be tied to the Town Plan. There may be a few changes of to the zoning map, Sandy said. The PC hopes to be done by the end of 2021, or at the beginning of 2022. Peter asked if it's realistic to think this could come before the Town voters at the 2022 Town Meeting. Sandy said perhaps. There are many public hearings and notices the PC and Select Board must follow according to the Vermont State Statutes, before a town-wide vote. Peter strongly encouraged the PC to modify its schedule with a March 2022 Town Meeting vote in mind.

**The Enhanced Energy Plan:** Theo said the PC's Energy Plan arose in 2016 with the passage of Act 174 which encourages municipal planning that addresses renewable energy goals, efficiency and energy-efficient construction. This was put on hold during the pandemic, but there is renewed interest in the plan, along with renewed interest in energy efficiency in Middlesex in general. The four major goals of the plan are conservation and efficient use of energy, reduction of single-use transportation, examination of patterns and density of land use, and siting of renewable energy sources. The plan, if passed, would be an amendment to the 2019 Town Plan. Hopefully, the Energy Plan would go up for a town-wide vote on November 2, 2021. Mary asked if the plan had any solar siting criteria; Theo said the Town would not gain authority it doesn't have statutorily. But the VT Public Utility Commission might give weight to the Town's siting preferences in the future because of the plan's passage.

**Grants:** Sandy said the US Route 2 and River Walk Scoping Study will have a kickoff Wednesday, May 19<sup>th</sup>, with Dubois and King. The scoping study will firm up the project's costs. A key piece is to explore a river trail along the Winooski River. This might include a trail leading in both directions – one toward Welch Park and the other toward Church St. Tied into that is the Better Places Grant to build two overlooks on the Planetary Matters property/Camp Meade. The PC is waiting for a contract from the VT Department of Health for that. The Middlesex Trails Committee has also been involved in this project. Mitch, who is on the Trails Committee, said he spoke with Mike Pelchar of Planetary Matters who said preliminary conversations have roughed out overlook sites and the trail that might connect them could be a half-mile in length. However, they'd like the overlooks built first for safety. On Tuesday, June 1<sup>st</sup>, there will be a kick off for the Better Places Grant with Green Mountain Power and the Youth Conservation Corps and Friends of the Winooski. Sandy said the Town attorney is creating an easement regarding public access. It's unclear at this point what that easement will look like.

**Administrative:** the PC has talked about delegating an assistant zoning administrator. But the PC doesn't have the authority to appoint an assistant. Sandy said the PC would like to advertise for an assistant who would then be recommended by the PC to the Select Board. The Board approved of this procedure. Elias said the PC is creating a Google Drive folder with PC documents that would be accessible to the public by clicking on a link. Sarah said that could link to the town website.

**Zoning permit appeals:** Sandy said the PC has reviewed three permit appeals including one for Kingsbury on US Route 2 and an upcoming one for storage units in Welch Park.

**Awards:** Sandy noted the Town of Middlesex and the Middlesex Planning Commission received two Vermont Planners Association 2021 planning awards. The Walkable Middlesex Village Study won the Vermont Planners Association Plan of the Year.

The Board thanked the Planning Commission for the updates and the commissioners hard work. Sandy said the PC would like to check in with the Board quarterly. The Board thought this was an excellent idea.

**MOTION:** Elias moved and Mitch seconded adjourning the meeting. Sandy, Elias and Phil Comen left the meeting

**Highway Report**

Vic said the next ditching will be on East Hill, from Ray Hickory's to Bill Cathey's house. The Highway Department has been on Shady Rill and will be moving to Government Hill. Steve clarified that he is in favor of getting bids, just that the bids for ditching don't have to be approved by the Select Board because the costs are already budgeted and approved by the voters. Peter asked about the speed signs in Putnamville; Vic said he would check on them.

**OTHER BUSINESS**

All orders were reviewed and approved electronically.

**MOTION:** Mary moved and Liz seconded approving the minutes of the May 4, 2021 Regular Select Board meeting. The motion passed.

**MOTION:** Liz moved and Mary seconded approving the minutes of the May 11, 2021 Special Select Board meeting. The motion passed.

**Correspondence:** In response to an email from Ken Davis, the Board discussed the makeshift parking lot across from Shady Rill Road in the Wrightsville Recreation District that's been created on VT 12 for Frisbee golf. Ken wrote that this entrance and egress poses a safety hazard. Peter noted it's not a Town road and not Town property. Mary said there are also a lot of cars parked around the intersection on Sunday mornings for Frisbee golf. Vic offered to call someone at AOT since that's actually in the State's right of way. The Board asked Sarah to contact Jane Dudley, the Wrightsville representative for Middlesex, and to write a letter to VTrans expressing concerns about parking lot and parking along Shady Rill Road.

Vic said Ben Green wants to install a temporary culvert at 824 East Hill Road in order to repair an existing driveway. The Board had questions about the culvert and asked the Road Foreman to add a provision to the access permit noting it was temporary and that the culvert should be removed within a certain length of time.

**MOTION:** Mary moved to approve the temporary curb cut for Ben Green at 824 East Hill Road subject the Road Foreman and/or Commissioner adding an end date by which time the culvert has to be removed. Phil seconded. The motion passed.

Sarah relayed Anita Krauth's disappointment that after serving 12 years as the Middlesex designee to the Central Vermont Solid Waste Management District Board, she received no acknowledgement from the Select Board upon her retirement. The Board agreed this was an unfortunate oversight. Mary said everyone who serves the Town should feel that their work has been acknowledged. Peter asked Sarah to write a note to Anita on the Board's behalf expressing his embarrassment and the Board's appreciation for her service. The Board resolved to thank all outgoing volunteers going forward.

The Board passed over the warned Executive Session.

The meeting adjourned at 6:43 PM.

Respectfully submitted by Sarah Merriman, Town Clerk/Select Board Assistant

THE ABOVE MINUTES WERE REMOTELY APPROVED AS A WARNED AGENDA ITEM AT A SPECIALLY SCHEDULED MEETING OF THE MIDDLESEX SELECT BOARD ON JUNE 1, 2021.

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PETER O. HOOD, CHAIR

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MARY JUST SKINNER, VICE CHAIR

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PHILIP HYJEK

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STEVEN MARTIN

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ELIZABETH SCHARF

DRAFT