

Worcester Selectboard Regular Meeting Minutes
September 3, 2024 at 6:30 pm
Worcester Town Office Complex

Selectboard members present: Roger Strobridge, Carter Stowell and John Kaeding
Guests present: Jennifer LeStat, Katie Miller, Mike Utton and Tyler Billingsley

Housekeeping

- John called the meeting to order at 6:30 pm
- John moved to accept the draft minutes of August 19, 2024 as written, seconded by Roger and unanimously approved
- Additions/Deletions to the agenda - Roger moved to add review of RFPs for selection of Town engineer to the Agenda, seconded by John and unanimously approved

Public Input - none

Department Reviews

Town Clerk Report

- Jennifer continues work on the upcoming election. Ballots will be out by September 16
- Jennifer reports the Town custodian will be retiring, Jennifer will be looking for a replacement. John moved that Jennifer start looking to fill the Town custodian position, seconded by Roger and unanimously approved

Town Treasurer Report

- the Town has collected \$425K in taxes this far
- Katie has made great progress on the large MERP grant application
- Katie notes the wisdom of capital planning for the next 5 years regarding road repairs and mitigation planning. We could retain the Town Engineer to assist in yearly improvement endeavors.

Highway Department Report

- Mike reports the small truck remains out for repairs
- the Highway Department has been successful in gathering two grants
 1. Better backroads grant for work on Hampshire Hill - \$10K
 2. Vermont structure grant for work on Minister Brook - \$10K (culverts and ditching)

Town Engineering Report

- Tyler notes emergency repairs are almost done on roads other than Calais Road. It will be paved in 3-4 weeks.
- clean up, grading and guard rail work remain to be done

New Business

Review of RFPs for selection of Town Engineer

- Roger contacted 3 firms
 1. East Engineering
 2. Otter Creek Engineering
 3. VHB Engineering
- all 3 expressed interest during phone conversations, however, only East Engineering responded with a

written proposal by the deadline of September 3, 2024.

- John moved to accept the East Engineering proposal for providing engineering services to the Town, seconded by Carter and unanimously approved

Review draft ordinance for Livestock Running at Large

- the ordinance is specific for animals “running at large” rather than neglected animals. It is patterned after the Calais Ordinance.

The SB recessed from 7:20 pm to 7:32 pm to read the proposed ordinance

- John moved to start the process of adopting the Livestock Running at Large ordinance as a draft, seconded by Roger and unanimously approved

Appoint an Animal Control Officer

- John moved that the SB appoint Buffy Langlois as the new Town Animal Control Officer with a \$500 stipend for 2024, and a proposed \$1000 stipend for 2025 and thereafter, seconded by Roger and unanimously approved

Old Business

Signing Final Loan Documents from the 2024 flood

- this is regarding the line of credit from Community Bank which has a 4.99% interest rate and a maximum \$4.5 million line of credit. Carter moved that the first draw on the line of credit not exceed \$2 million dollars before the next SB meeting on September 16, 2024 and any use of drawn funds will be in the Town Treasure’s report, seconded by John and unanimously approved

MERP grant

- John moved to obligate the MERP grant awards to the recommended evaluation projects, seconded by Roger and unanimously approved

- regarding the \$4K “mini MERP” funds, John moved to allow the Worcester Energy Committee to use the \$4K funds to have CVRPC finalize the writing of the Town’s energy plan, seconded by Carter and unanimously approved

Correspondence

- none

Announcements

- the next regularly scheduled Selectboard meeting will be held at the Office Complex on Monday, September 16, 2024 at 6:30 pm. The meeting was adjourned at 8:02 pm

Bills

- signed as presented

Attest

- John Kaeding