

Selectboard Meeting Minutes

April 22, 2024

Present: Doon Hinderyckx, Frank Severy, Pat Harvey

Guests Present: Kristen LaPell, Julie Smith, Terry Severy, Nancy Woolley, Orca Media, Dave Harvey, Brian Kovalick, Lois Bond, John Lambert, Bill & Deb Matthews

Guests Present on Zoom: Orca, Martha Slater, Troy LaPell, Kevin & Paula Dougherty, Robert Franks, Louis Donnet

Doon called the meeting at 6:15 p.m.

Doon confirmed the open meeting law conformity.

Prior Meeting Minutes: April 8, 2024. Pat moved to approve the minutes. Frank seconded. All in favor. So, approved.

Appointments: All positions were approved and appointed by the board except Zoning Administrator-Doon will fulfill the position until Pat takes over after her permit has been decided. Tri-Valley Transit has a vacant position. Doon will speak EC Fiber to see if there is a need for a town representative position. Attached are the approved appointments.

MTAP Capital Budget kickoff project-Bryan Kovalick: Brian presented to the board the next step towards the Capital Planning project would be to reach out to the committee members and establishing meetings to go through September and inviting the heads of town departments to create prioritized needs keeping in mind the community's vision. The town will reach out with contacts to Bryan to set up the future meetings.

First Class Liquor License for Maple Soul: Doon moved to approve the first-class liquor license for Maple Soul. Pat seconded. All in favor. So approved.

Adopt 2024 LEMP: Larry presented the updated LEMP (Local Emergency Management Plan) to the board for 2024. Doon moved to approve and sign. Pat seconded. All in favor. So, approved.

Approve March Treasurer's Report: Doon moved to approve the March report. Pat seconded. All in favor. So, approved.

Sign Letter of Intent to participate in the FY24 Grants-In-Aid Program: Kristen presented the board with the intent notice. The board accepted. Doon moved to approve. Pat seconded. All in favor. So, approved.

North Star Rubbish Removal Contract 7/01/2024-06/30/2025: Doon moved to approve the new contract that was approved at Budget and Finance in the fall in the amount of \$21,420.00.

No change to her contract amount. Doon moved to approve. Pat seconded. All in favor. So, approved.

Approve Driveway Permit-Erick Wilson 342 Access Road: Doon moved to approve with the conditions written from John on the culvert size. Pat seconded. All in favor. So, approved.

Approve Purchase Sale Contract for HS Building with Contingencies: Doon explained that Kathryn and Vic asked if this item could be tabled. They had information that was forthcoming and needed to be included in the contingencies of the sales contract.

LHMP Advanced Notice to Proceed with RFP to procure Consultant: Julie explained the Local Hazard Mitigation Plan (LHMP) was ready to proceed for requests for bids for a consultant to work with on the updating of this plan. Doon accepted and asked to proceed and send out the requests.

Confirmation of ARPA funds for Jaws of Life for FD: Terry shared with the board the new Jaws of Life would cost \$28,000. Currently, they have raised \$9,000. Terry confirmed with the board they were still going to put the \$8,000 towards the new Jaws of Life that was discussed at a past selectboard meeting. The board agreed on the \$8,000 to come from the ARPA funds. The remaining amount will come from upcoming fundraising efforts.

Highway Update: Frank said the construction has begun on Bethel Mountain Road and should be done by the end of the week.

Utilities Updates: Terry said they finished the spring walk around with DuBois and King.

Pat announced the Haynes property is all ready to go with the USDA grant. She said they will now cover the project 100%.

Public Comment: John Lambert spoke to the board about what the town's plan are to enforce dog ordinances.

Meeting Adjourned at 7:48 pm

Respectfully Submitted,
Julie Smith

**Town of Rochester
Elected Officials**

<u>Position</u>	<u>Name</u>	<u>Term Expires</u>
Moderator	Dan McKinley	2025
Selectboard:	Doon Hinderyckx, Chair	2025
	Frank Severy	2026
	Patricia Harvey	2027
Town Clerk	Julie Smith	2025
Town Treasurer	Julie Smith	2025
Listers:	Caroline Meagher	2025
	Louis Donnet	2026
	Jessica Arsenault	2027
Collector of Delinquent Taxes	Rebecca Klein	2025
Library Trustees:	Anthony Goupee	2025
	Sandy Lincoln	2026
	Barbara Shenton	2027
	Doreen Jones	2028
	Lauren Scogin	2029
Trustees of Public Funds:	Ann Pierce	2025
	Michael Harvey	2026
	Barbara DeHart	2027
Cemetery Commissioners:	Marvin Harvey	2025
	Joe Schenkman	2026
	Michele Schnabel	2027
	Thomas Paquette	2028
	Nancy Woolley	2029
Justices of the Peace:	Kevin Dougherty	Feb. 1, 2025
	Brenda Goupee	Feb. 1, 2025
	Michael Harvey	Feb. 1, 2025
	Rebecca Klein	Feb. 1, 2025
	Annette West	Feb. 1, 2025
Board of Civil Authority:	Town Clerk	Term Expiration
	Selectboard	Term Expiration
	Justices of the Peace	Term Expiration
Windsor-Rutland Rep.	Kirk White	2025
Addison County Senators	Christopher Bray	2025
Representing Rochester	Ruth Hardy	2025

Appointments

Asst. Town Clerk/Treasurer	Kristen LaPell	
Selectboard Clerk	Julie Smith	
Road Commissioner	Frank Severy	2025
Road Department:	John Champion, Foreman	
	Dana Spalding	
	Ted Smith	
Water Commissioners	Selectboard Members	2025
Sewer Commissioners	Selectboard Members	2025

Appointments (continued)

<u>Position</u>	<u>Name</u>	<u>Term Expires</u>
Sewer Plant Operator	Terry Severy	2025
Sewer Plant Operator Assistant	Cody Bowen	2025
Water Plant Operator	Terry Severy	2025
Water Plant Operator Assistant	Cody Bowen	2025
On-Site Wastewater Officer	Doon Hinderyckx	2025
On-Site Wastewater Officer	Frank Severy	2025
Planning Board & Board of Adjustment	Sandy Haas	2025
	Julie Martin	2025
	Christine Meagher	2025
	Greg White	2025
	David Curtis	2026
	Mary Fratini	2026
	Dan McKinley	2027
	Doon Hinderyckx	ex officio
	Doon Hinderyckx	2024
	Zoning Administrator	Doon Hinderyckx
Fire Chief (elected by Fire Dept)	Terry Severy	12/31/2024
1 st Asst. Chief (elected by Fire Dept)	Raymond Harvey	12/31/2024
2 nd Asst. Chief (elected by Fire Dept)	Kevin Dougherty	12/31/2024
Fire Warden	Ray Harvey	6/30/2027
Health Officer	John White	10/31/2025
Emergency Management Director	Larry Plesent	2025
Emergency Management Alternate	Mickaela Richardson	2025
Regional Emerg. Mgt Coord.	Larry Plesent	2025
Regional Emerg. Mgt Coord. 2nd	Terry Severy	2025
WRVA Representative	Kristen LaPell	2025
WRVA Alternate	Katelyn Bowen	2025
Valley Rescue Representative	Robert Gardner	2025
Tree Warden	Selectboard	2025
Law Enforcement	Windsor County Sheriff's Dept.	Contract
Constable	Dillon Dudley	2025
2 nd Constable	Dave Harvey	2025
TRORC Transportation/Plan. Rep.	Pat Harvey	2025
TRORC Transportation Adv. Com.	Doon Hinderyckx	2025
TRORC Energy Representative	Jeff Gephart	2025
TRORC Energy Representative Alternate	Frank Severy	2025
Energy Coordinator	Jeff Gephart	2025
White River Alliance-Royalton Advisory	Troy LaPell	2025
Recycling Coordinator	Julie Smith	2025
Park Committee	Selectboard	2025
Recreation Committee:	Norm Christiansen	Dean Mendell
	Carrie McDonnell	Joe Schenkman
	Martha Slater	
Animal Control Officer/Humane Officer	Jeff Brown	2025
Tri-Valley Transit	Vacant	2024
E-911 Maintenance	Angus McCusker	2025

Appointments (continued)

<u>Position</u>	<u>Name</u>	<u>Term Expires</u>
Budget & Finance Comm.	Lois Bond	Barb Dehart
	Greg White	Nancy Woolley
	Selectboard Members	2025
	Website Administrator	Norm Christiansen
Capital Planning Committee	Greg White	Barb Dehart
	Nancy Woolley	Lois Bond
	Julie Smith	Kristen LaPell
	Selectboard Members	
ECFiber Representative	John White	2024
Green-Up Day Coordinator	Nick Piccicuto	2025
Librarian	Maya Newroot	
Assistant Librarian	Mark Alexander	
Children's Librarian	Maya Newroot	
Auditors	Pace & Hawley, LLC	
Official Newspaper	<i>The Herald of Randolph</i>	
Videography - Meetings	Orca Media	2025

Dates to Remember

Selectboard Meeting	2nd & 4th Monday of the month at Town Office Other meetings at the Town Office as warned.	6:15 PM
Planning Commission	1st Tuesday of the month at Town Office	6:00 PM
Trustees of Public Funds	Meetings when needed – will be posted	
Valley Energy/Climate Action	2 nd Thursday of the month	
Dog Licenses (State Mandated)	<p>On or before April 1: Male & Female: \$13.00; altered: \$9.00</p> <p>After April 1: Male & Female \$18.00; altered \$14.00 (includes \$5 *late fee)</p> <p>*After April 1 there is a \$5.00 fine for unlicensed dogs. NO Exceptions</p> <p>A leash and fouling law are in effect for the entire Town, not just the village. <i>See Ordinance at Town Office.</i></p>	
Property Taxes	<p>1/4 due on/before Thursday, August 15, 2024; 1/4 due on/before Friday, November 15, 2024; 1/4 due on/before Monday, February 17, 2025; 1/4 due on/before Thursday, May 15, 2025. Payments are due by 4pm .</p> <p>Interest at rate of 1% per month for 3 months, and 1 ½% per month thereafter added. 8% collection fee added Friday, May 16, 2025. Postmarks not accepted</p>	
Water & Sewer User Fees	<p>¼ due January 31; ¼ due April 30; ¼ due July 31; ¼ due October 30. Due no later than the above dates. Interest rate of 1% per month for 3 months and 1 ½% per month thereafter added for delinquent water/sewer fees.</p>	
Recycling & Trash	Each Saturday of the month at Town Office parking lot – 8:00am – 11:00am	

Winter Parking Ordinance: No person shall park a motor vehicle on any street or in any public parking area within the Town of Rochester between the hours of 12:00am & 6:00am from November 1 to April 1 inclusive. Ordinance also applies to the west side of Park on Main Street, VT State Highway Route 100.