

## Starksboro Selectboard Meeting

August 19, 2025

Unapproved

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**Board members present:** Koran Cousino, Carin McCarthy, David Schmidt, Tony Porter

**Board members absent:** Eric Cota

**Others present:** Josh Martell – Road Foreman, Steve Rooney – Zoning Administrator, Kate, Louis

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Koran Cousino called the meeting to order at 5:33 p.m. at the Starksboro Town Clerk's office.

**Review agenda:** Carin McCarthy noted that she is in the same household as the Chair of the Jerusalem Community Center Project. Additions include the Jackmans Heat Pump agreement, the RPF from the library and a conversation about staff meetings and will be added to the Town Office updates.

**Public comment:** No public comment.

**Road Foreman's Report:** The Road Crew just got done replacing culverts on Dan Sargent Rd. Next week, the Road Crew will be working on Rounds Rd. One truck is at the repair shop getting a new clutch installed. Culverts still need to be installed on Ruby Brace Road and Big Hollow. We will be using a \$24,000 grant for culverts and ditching on Robert Young Road.

The Selectboard is interested in talking with Huber Family Farm regarding the purchase of up to 5 acres of land.

There is also a grant being used to fund work on Jerusalem Road.

When it comes to FEMA projects, we are working on the Brown Hill Bridge and the Ireland Road Bridge.

**Action:** Carin McCarthy recommended having a geologist help us with a long-term sand and gravel plan.

**Cota Field:** The Lewis Creek Association received a grant back in 2022 to do concept design of stormwater treatment and improvement. The LCA has received federal funding for the final engineering design. The Selectboard would like to see a resident that's part of the SSP to be involved, along with a potential member of the conservation committee and planning commission. Eric Cota was interested in being the Selectboard representative for this project. There is potential concern about getting rid of parking spaces with the rain garden.

## Current Business:

**Town Parking Lot:** There are no new updates.

**Zoning:** Steve Rooney shared the proposed Fees Structure changes with the Selectboard.

The Selectboard and ZA discussed making municipal projects exempt from permit fees.

**Jerusalem Community Center Project:** Koran Cousino mentioned the project kickoff meeting happening Thursday, August 21<sup>st</sup> at 3pm.

The Selectboard discussed the project having a guaranteed maximum price with Silver Maple, so we don't go over budget. Koran Cousino discussed the contract with Silver Maple.

For Vermont Bond Bank funding, the application is due in December/January with funding coming through end of February/beginning of March. The Town can get a Bond Anticipation Note if needed through a commercial bank. Vermont Bond Bank also offers a low interest loan for energy related expenses.

Matthew Whitten is interested in supporting the Town with some grant writing.

## Ongoing Projects:

The Library Lift is installed and looks great. Carin McCarthy was curious as to if there is a second fire key stored somewhere and how does the key function? Koran Cousino mentioned elevator training for the Fire Department. Tony Porter was wondering who has the instructions for the lift and if the State has done their inspection?

The library submitted an RFP for the Selectboard to review. The Selectboard has follow up questions for this item, including a potential site plan for the entire site.

FEMA Public Assistance is moving along. It is a long and tedious process.

The Harvest Festival is on September 27<sup>th</sup> from 11am-2pm. The organizing group is looking for community groups, volunteers and individuals to step up and help with activities and events.

**Motion:** David Schmidt motioned to accept the Jackmans of Bristol quote for the Food Shelf heat pumps for \$9,350. Carin McCarthy second. Motion passed.

Investment Policy tabled to a future meeting.

**Motion:** Tony Porter motioned to approve AP and Payroll. David Schmidt second. Motion approved unanimously.

**Motion:** Tony Porter moved to accept the minutes from 8/5. David Schmidt second. Motion approved unanimously.

Carin McCarthy noted that MAUSD is proposing to close or dramatically reduce enrollment at Robinson School beginning in August 2026. In 2022, there was a unanimous town vote to keep Robinson open. Carin McCarthy will keep the board apprised of any new information or action that can be taken.

Vacation time and sick time is still an issue on pay stubs. Employees should reach out to the Treasurer with further questions.

**Action:** Carin McCarthy is looking for an update on where we are at with our budget for Zoning and DRB consultant.

**Future Agenda Items:** Budget, Investment Policy, Rental Policy, MAUSD Topic, Harvest Festival, recruitment for community groups

**Motion:** Carin McCarthy motioned to enter executive session. David Schmidt seconded. Motion approved unanimously.

**Motion:** Carin McCarthy motioned to exit executive session. Tony Porter second. Motion approved unanimously.

No action taken.

**Motion:** Tony Porter moved to adjourn. Second by David Schdmit. Motion approved unanimously.

Respectfully submitted,  
Amanda Vincent, Town Administrator