

Starksboro Selectboard Meeting

April 15, 2025

Unapproved

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

Absent board members: David Schmidt

Others present: Susan Klaiber, Alex Thompson, Jeff Dunham, Ali Thompson – Treasurer, Amy McCormick – Town Clerk

Koran Cousino called the meeting to order at 5:35 p.m. at the Starksboro Town Clerk's office.

Review agenda: Add discussion for Jerusalem Schoolhouse and Fire Station before bid review.

Public comment: None.

Local Hazard Mitigation Plan: Our Local Hazard Mitigation Plan is a document that has to be approved by FEMA in order to receive Hazard Mitigation Grant Planning funding. This was an opportunity for the public to comment on the plan at a meeting. There was no public in attendance for this agenda item.

Action: TA to inform the Selectboard of changes since the last version of the LHMP.

Current Business: Open House at the Jerusalem Schoolhouse & Fire Station on April 26th from 10am-12pm. Information Session on April 28th at Robinson starting at 6:30pm.

Action: TA to create the link and set up technology and the owl (borrow from Library) for the informational session.

Action: Selectboard to look into childcare for the informational hearing.

The Selectboard discussed the various funding options and the best way to present that information to the town.

Action: TA to look into loan terms around early payoff and missed/late payments.

Action: TA to investigate if we can start the project before hearing about congressionally directed funds.

The Selectboard will discuss the history of the project and how we got here. The Jerusalem Center Committee will discuss project specifics. After, the Selectboard will discuss financials.

Action: Two members of the Selectboard will prepare remarks for the informational meeting.

Current Business:

Treasurer Update: Retirement was overstated for the FY25 budget. This was corrected for the FY26 budget. We have about \$250,000 left in our budget to spend. Cash flows for this time to the end of the year historically have been about \$265,000. We have \$589,000 available. It will be a little tight until tax revenue starts coming in. We utilize a sweep account so of our funds are FDIC insured.

Action: The Selectboard will review the budget at the beginning of June to see what line items need to be spent down.

Action: Amanda Vincent to run Investment Policy by our audit firm.

The Selectboard was looking for clarification on the Alternative Compliance Audit.

Town Hall Project: The Town received one bid for the Town Hall Lift project from Millbrook Building and Remodeling.

Motion: Carin McCarthy motioned to accept the bid from Millbrook Building and Remodeling for the construction of the lift shaft. The amount should not exceed \$48,000 and the project should be completed on or before July 1st. Tony Porter seconded. Motion approved unanimously.

Action: Amy McCormick will have a roofer inspect the Town Hall roof.

The Selectboard reviewed quotes for a new garage heat pump.

Motion: Tony Porter motioned to accept the Jackman's quote for the garage heat pumps. Carin McCarthy seconded. Motion carried.

Motion: Eric Cota motioned to approve AP and Payroll. Carin McCarthy second. Motion approved unanimously.

Motion: Carin McCarthy motioned to accept the minutes from 4/1 meeting. Eric Cota second. Motion approved unanimously.

Motion: Carin McCarthy motioned to accept the minutes from 4/4 meeting. Eric Cota second. Motion approved unanimously.

Motion: Carin McCarthy motioned to sign the Capital Improvement Note for the purchase of the Fire Truck. Eric Cota second. Motion approved unanimously.

Motion: Carin McCarthy motioned that if Alternative Compliance Audit is a required audit for ARPA funding compliance, we accept the proposal of an Alternative Compliance Audit not to exceed \$3,000 and we give Eric Cota permission to sign on behalf of the Selectboard. Tony Porter seconded. Motion approved unanimously.

Nancy Cornell is keeping the Selectboard up to date on the education reform happening in Montpelier.

Selectboard Retreat will be April 29th at 5:30pm at the Town Garage. There will be no regular business on this agenda. Potential topics include planning, goal setting, and an annual calendar.

The first Selectboard meeting for the month of May will be on Wednesday, May 7th at 5:30pm.

Action: Koran Cousino will reach out to Amy McCormick about Town Meeting Minutes.

Tony Porter will communicate with highway moving forward instead of Eric Cota.

The Selectboard discussed the agenda for the Selectboard Retreat.

Motion: Carin McCarthy motioned to enter into executive session per 1 VSA §313(a)(1) re: personnel. Eric Cota second. Motion approved unanimously.

Motion: Carin McCarthy motioned to exit executive session. Eric Cota second. Motion approved unanimously.

Executive Session Action: Appoint Conservation Commission candidate as discussed.

Motion: Eric Cota moved to adjourn. Second by McCarthy. Motion approved unanimously.

Respectfully submitted,
Amanda Vincent, Town Administrator