

Starksboro Selectboard Meeting

May 7, 2025

Unapproved

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

Absent board members: Tony Porter

Others present: Amanda Vincent – Town Administrator, Susan Kleiber, Susan Thompson, Andrew L’Roe, Ben Feinson

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

Review agenda: Added information about roads, FY26 Grants in Aid & Driveway Permit.

Public comment: Susan Thompson provided a quick update on the Town Hall Project. The Selectboard wants insurance information on file before the contractor starts.

Current Business:

Respond to Bond Vote: Koran Cousino noted she was happy the bond vote passed and there was overwhelming support, although low voter turnout. Previous USDA contacts left USDA. Amanda Vincent is trying to get in touch with USDA to see the status of our application. The Jerusalem Community Center Committee will work with the architect to come up with language for the request for bid and align the projects with potential grants.

Action: Keep Jerusalem Center Committee on the agenda as a standing item.

Action: Designate a future special meeting for funding options.

Aliza Lapierre Fan Club Trail Race: The course will be marked the Friday before and the cleanup of the markings will happen by Sunday at the latest. Most runners are through Starksboro by 9am. The Selectboard gave approval for this race.

Action: Notify Fire & Roads that a race is happening on August 16th.

ACRPC: ACRPC is putting in a \$2.2 million application on behalf of the Town of Starksboro to restore the floodplain and put in larger culverts at the base of Ireland Rd. The State is covering the 25% match and FEMA would cover 75%.

Motion: Carin McCarthy moved to sign the Maintenance Agreement. David Schmidt second. Motion passed unanimously.

Flood maps will be updated to reflect the change in Floodplain. The Planning Commission has received the draft maps.

Treasurer Update:

Ali Thompson provided information for the Selectboard about the Personnel Policy, accrued vacation and a proposed time card.

Action: Amanda Vincent to include the Personnel Policy on the next agenda and invite Ali to the meeting.

Action: The Selectboard will assign an FTE equivalent to all positions for fair distribution of benefits.

Action: What makes up the transactions in Due From/To Other Fund?

Action: Why is the highway fund in a \$200,000 deficit?

Town Admin Update:

We currently have five FEMA Public Assistance projects in the works. 3 are in mitigation, one is at obligation, and one is just starting.

Action: See if we can change some of our road segments to temporary fixes instead of completed work based on pre-disaster conditions.

Action: Have Tom, Eric, Josh & Amanda in a FEMA mitigation meeting

The Town has three FEMA Buyout projects submitted for review. 265 State's Prison Hollow Extension is one step away from receiving funding.

Action: Amanda Vincent to connect homeowners with interested subdivisions.

The MERP Grant work is moving forward. The Town is relocating the generator, removing the fence and will provide a waste block/jersey barrier to protect the generator. The generator is being relocated to make room for an ADA parking spot.

Now that the bond vote has passed, the Energy Committee will start working with the Jerusalem Community Center Committee to get that part of the project started.

Resignations:

Chuck Webber resigned as Animal Control Officer as of April 30th.

Action: Amanda Vincent to put out a call for an Animal Control Officer ASAP.

Pete Antos-Ketchum resigned as a Cemetery Commissioner.

Action: Amanda Vincent to put out a call for a Cemetery Commissioner ASAP.

Robert Karmin resigned as Zoning Administrator.

Action: Amanda Vincent to creatively market the ZA position

Action: Amanda Vincent to put out a combined ZA and ATC – Seven Days Classifieds

Action: Have Amy McCormick keep track of her ZA hours and pay her at the outgoing ZA rate.

VERB UI Trust Membership Form:

The Selectboard signed the documentation for VERB Unemployment Insurance through VLCT that was approved at a prior meeting.

Building & Maintenance:

The Selectboard considered a donation-based fee structure as to not limit use of the building but to recognize the expenses to maintain the buildings and staff time to rent the building. No decisions were made.

Action: Consider a community events calendar.

Eric Cota signed the agreement with Jackmans for the Town Garage heat pumps.

The Selectboard reviewed a quote to replace the Food Shelf roof.

Motion: Eric Cota motioned to sign the FY26 Grants in Aid. David Schmidt second. Motion approved unanimously.

Action: Send the driveway permit back to Josh Martell for review.

Motion: David Schmidt motioned to approve AP and Payroll. Eric Cota second. Motion approved unanimously.

Motion: Carin McCarthy motioned to accept the minutes from 4/15, 4/28, 4/29 meeting. Eric Cota second. Motion approved unanimously.

Motion: Carin McCarthy motioned to sign the Municipal Planning Grant. David Schmidt seconded. Motion approved unanimously.

Action: Amanda Vincent and Josh Martell to get quotes for Town Garage cameras.

Carin McCarthy received an update from Nancy Cornell about rural school alliance.

Action: Amanda Vincent to remind Energy Committee about charging station rates.

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

Respectfully submitted,
Amanda Vincent, Town Administrator