

**Select Board Meeting Minutes
December 15, 2020**

Select Board (SB) Members: Jared Cadwell (Jared); Chuck Martel (Chuck); Michael Jordan (Mike)

Selectboard Assistant: Patti Lewis (Patti)

Minutes Recorder: JB Weir (JB)

Guests: None

1. Minutes: Chuck made a motion to approve Selectboard (SB) minutes of December 8, 2020, consolidated minutes of budget meetings November 19, 2020, November 25, 2020 and December 4, 2020 and budget meeting minutes of December 9, 2020. Mike seconded, no further discussion, all in favor, motion carried.
2. Robert Fuoco – Curb Cut application: Bob met with the SB at a prior meeting. The SB discussed with him the terms of the application for the second curb cut. Bob has submitted a completed curb cut application which Stuart and JB reviewed, and the SB approved Bob's submission of the application on specific terms. Jared moved to accept the application as written. Mike seconded, no further discussion, all in favor, motion carried.
3. Other Business (previously #4 on the agenda): Jared mentioned the email from Trevor Lashua, Waitsfield Town Administrator, about Waitsfield's intent to seek a paving grant in 2021. Trevor inquired if Fayston would be joint-applicants in seeking a grant to re-pave North Fayston Road. Trevor was unaware that Fayston submitted its own paving grant application for 2020. That grant application is now in the queue for 2021. Jared recommended replying to Trevor offering to submit a letter of support relaying that it makes sense for the two Towns to pave both their sections of North Fayston Road. Chuck wondered whether there would be any danger if Fayston tied its own application to Waitsfield's – i.e. given the delay in grant approval for 2020 and the Town's own application being placed in a queue for 2021, would tying the two towns together for paving of the same road result in Fayston's application being kicked out until 2022. Patti suggested that the letter of support be clear that Fayston's intent is to pave North Fayston Road in 2021. Jared added the letter could also state that our funding is queued up already for 2021. Chuck will draft a letter for review by the SB before being sent to Trevor.

The SB set their next budget meeting for Friday December 18, 2020 at 3:00 p.m. Mike will initiate the Zoom meeting.

JB asked the SB if they had any concern as to potential conflicts if he became engaged with the Housing Coalition. The SB had none. JB added that he didn't see any potential for conflict, but would discuss further with DRB Chair Shane Mullen.

4. Discuss and Act upon Australian ballot for Town Meeting 2021 (previously #3 on the agenda): Jared made a motion that for Town Meeting Day 2021 only, the SB moves to Australian ballot for all matter before Town Meeting March 2, 2021. Chuck seconded the motion. Discussion: Mike stated that, given the timing, we have no choice. Any sort of reprieve or guidance from

the legislature will not come until it is back in session. By that time it would be too late to begin the Australian ballot process. Jared added that the Town has business to take care of, and the longer it is delayed – especially with regard to the budget – it puts the Town in a difficult position. Jared stated that we owe it to the residents to do what we can to get all the requisite information to the voters for a proper Australian ballot process. Chuck agreed. Patti believes there are no other options at this point. Jared asked about whether the State might require the Town to mail out ballots to all its voters. Patti believes it won't be mandated, but optional. If voters are uncomfortable coming in to the building to vote on Town Meeting Day, absentee ballots are available as always upon request. Jared's motion being on the floor, and a second from Chuck - there being no further discussion, all in favor, motion carried.

Mike asked about school district representatives and getting them on the ballot. Patti said there is one seat up for re-election. Candidates wishing to be on the ballot for an elected position must have their consent forms in by January 25, 2021. The Town Meeting warning must have the candidates for representative listed. The Town needs to submit an ad to the Valley Reporter and Front Porch Forum that lists the positions up for election and when consent forms need to be received in order to get on the ballot. All candidates for a position will be listed under the same article, with the voter checking off a box for a particular candidate. Chuck noted that the candidate is chosen by a plurality of the votes, not the majority. Patti noted there is an Australian ballot webinar this Thursday that should help clarify the process.

Jared asked about cost. Patti said the cost was just under \$900 for programming and \$0.46 per ballot. The SB discussed the Informational meeting requirements. Jared noted that the meeting needs to be conducted within 10 days of the election on March 2, 2021. Jared wondered about having two Informational meetings. The meetings can be recorded by MRVTV and perhaps uploaded to the Town website. This would allow for a greater opportunity during the pandemic for residents to understand what is being presented and offer some time for questioning. Perhaps the first informational meeting could be done on February 23, 2021. This date would be the scheduled second monthly meeting of the SB anyway. The SB discussed having someone with experience managing the back room technical support for the Informational meetings. That person could manage questions that come in via phone or via audio/video or chat. This person would not be the moderator but more of a communications manager, akin to a webinar. Jared talked to someone who has been running the webinars for Yestermorrow (Rachel Wylie). Jared wondered whether she may be the right person to manage the communications from voters for the informational meetings. Rachel seemed interested in the idea and would be given a stipend to be determined. Jared will reach back out to her and see if she can join the next SB meeting on December 22, 2020.

The SB moved to creating a timeline for Town Meeting Day and the Australian ballot process. Jared drafted a rough timeline (see attached). The SB has taken the initial step this evening of December 15, 2020 of voting to use the Australian ballot for all articles for the 2021 Annual Meeting. The SB decided that the posting of information for Town Meeting, including listing of elected positions and requirements for elected positions and a proposed timeline (i.e. consent forms need to be submitted to Patti by January 25, 2021) be done by December 23, 2020. This

can be done via the Valley Reporter, Front Porch Forum and the Mailchimp listserve. Patti will draft something for SB review at the next meeting on December 22. Patti will reach out the school district to get confirmation on the election process with regard to the school board representative. The SB and Patti reviewed Jared's draft of the list of officers up for election and the terms. The SB then discussed having a candidate night for prospective candidates to ask questions about a position, its responsibilities and requirements. Chuck believes we can include this candidate night in the December 23 notice. The SB decided that there is no need to notify organizations that have requested appropriations in the past to indicate in writing if they wish to be on the ballot and the requested amount of the appropriation. These appropriations are already included in the budget. The MRVAS request is the only one on a separate article. MRVAS will be getting some language to us for inclusion on the ballot. Discussion ensued as to how long the MRVAS was seeing the appropriation. MRVAS had come into the SB meeting last January to request a \$15,000 appropriations for each of the next two years. Patti noted that those organizations who have requested money in the past and have been denied need to submit a new request for 2021. January 25, 2021 is the last day for candidates for elected offices to submit a consent form to Patti. On January 27, 2021, Patti verifies that the proposed candidates are eligible to stand for election (legal residents) as well as the last day for candidates to withdraw their candidacy for elected office at Town Meeting. Patti has been told that ballots and Town Reports need to be submitted for printing as soon as possible. Ballots need to be available for voters no later than 20 days prior to Town Meeting Day. This means the ballots have to be ready by February 10, 2021. Discussion ensued as to whether to use the tabulator or to hand count. Mike brought up how the BCA could work hand-counting ballots if one member of the BCA is running in a contested election. Patti believes that a candidate can hand count so long as they are running unchallenged. Programming the tabulator and testing it would add more time constraints in an already-tight timeline. Hand-counting also triggers social-distancing concerns due to the process of working in pairs. The Town would need to provide the proper PPE for those counting ballots. The Town has amassed face masks and gloves which can be distributed to election officials. Face shields would need to be provided as well. The Town Reports need to be sent to the printer by January 29, 2021. Mike asked about the annual audit. Patti said they will be conducting the audit REMOTELY on January 12, 2021. The SB discussed how many ballots to print. There are roughly 1,200 voters. Mike suggested 750 ballots. The SB agreed.

Jared made a motion to enter executive session. Mike seconded, there being no discussion, all in favor, motion carried.

5. Executive Session Re: Personnel: The SB entered executive session at 6:16 p.m. The Board exited executive session at 6:45 p.m.

6:45 p.m. p.m. Chuck made a motion to adjourn the SB meeting. Jared seconded, no further discussion, all in favor, motion approved.

The next SB meeting is on **December 22, 2020 at 5:00 p.m.** at the Robert Vasseur Municipal Building.

Respectfully submitted,

J.B. Weir

Approved: Jared Cadwell