

AGENDA SUMMARY
June 14, 2010

AGENDA ITEM NO.

Cemetery Commission – Amended Rules & Regulations

Summary: Enclosed is an email from Donna Adams, Cemetery Commission Chair, indicating that the Cemetery Commission is recommending “small changes” to the Cemetery Rules and Regulations “that the Commission felt would make language more clear, politically correct and / or inclusive.”

It also adds a Section II (1.), “Public Cemeteries Purpose & Authorization of Use.” It states, “The purpose of public cemeteries shall be a burial park for the remains of the deceased and those that want to pay their respects. No other use shall be permitted unless specifically authorized in writing by the Stowe Cemetery Commission. All persons, vehicles, funerals and works performed within the Stowe Cemeteries are subject to these Rules and Regulations.”

Finally they reflect changes to the fee schedule based on the recommendation of the Parks Superintendent to “reflect the increase in cost for time and personnel.” For your reference, staff has enclosed the existing and proposed fee schedules. It increases the opening fees for a full burial site from \$400 to \$450. It also adds under opening fees a cost of \$550 for a full burial site without a vault and a fee of \$50 per hour for use of the town crew for work not specifically identified in the fee schedule.

Town Plan Impact: Adhere to Town Plan for Stowe Cemeteries to provide adequate and well-maintained cemeteries by providing clear and fair regulations and fees.

Fiscal Impact: NA

Recommendation: Move to approve the revised Rules & Regulations.

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Agenda Item No. 3B
PSF Meeting Room

Summary: Adam Davis brought up that he would like the Town to further consider allowing users other than emergency services providers to use the Public Safety Building. I met with the chiefs and they indicated that it is a commercial kitchen. It is important that someone be there that understands how to properly use the equipment and ensure that the kitchen is cleaned up after its use. With this understanding, they indicated that they would support its use provided "A representative of emergency services must be present on a volunteer basis or the user must pay \$50.00 per hour for the duration of their use in order for the municipality to hire someone to be present."

Town Plan Impact: N/A

Fiscal Impact: N/A

Recommendation: Move to approve the revised Selectboard Public Safety Facility Meeting Room Policy .

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Agenda Item No.
Capital Project Closeout

Summary: The Mountain Road Sidewalk Conceptual Design had \$40,000 set aside. This phase of design work has been completed for \$20,460, leaving a balance of \$19,540.

The Miller Brook Bridge had an estimated project cost of \$1,213,000 and the State has revised the estimate after awarding the construction bid to \$755,000. The Town is responsible for a 10% match. This revised the amount necessary to be set aside from \$121,300 to \$75,500, leaving a balance of \$45,800 for reallocation.

The Village Recreation Master Plan, which was the Natural Resource Assessment and initial survey work for Memorial Park, had \$20,000 set aside. This phase of the work has been completed for \$17,123, leaving a balance of \$2,877 for reallocation.

The Memorial Park Conceptual Master Plan had \$20,000 set aside for this purpose. The phase of the work has been completed for \$20,303, leaving a project deficit of \$303, which will have to come out of the unallocated reserve.

Town Plan Impact: N/A

Fiscal Impact: The total available for reallocation from these projects is \$67,914.

Recommendation: Move to close out the Mountain Road Sidewalk Conceptual Design Project, the Village Recreation Master Plan, the Memorial Recreation Master Conceptual Master Plan, and reduce the project match for the Miller Brook Bridge from \$121,300 to \$75,500.

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Consent Agenda Item - Employee Holiday List 3D

Summary: There are no changes to the holiday schedule. However, please note that Christmas Day falls on Saturday so the Christmas Eve half day holiday will be taken on Thursday and the Christmas Day holiday will be taken on Friday.

Holidays that fall on Saturday are taken on the Friday before and holidays that fall on Sunday are taken on the Monday after.

Town Plan Impact: n/a

Fiscal Impact: n/a

Recommendation: Motion to approve as presented.

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Liquor Consent Item(s)

Summary: The following item(s) for your review:

- A. Request to Cater – Green Mtn Inn 6/19/10
- B. Notification of License Location Change

Town Plan Impact: N/A

Fiscal Impact: N/A

Recommendation: Motion to approve as presented.

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Agenda Item No.
PVR Redetermination Appeal

Summary: Enclosed is a copy of a letter from William Johnson, Director of Property Valuation & Review indicating "On April 26, 2010, I heard Stowe's petition for redetermination of its equalized education property value and coefficient of dispersion." He denied Stowe's request for redetermination. However, the Town can appeal this decision to the Valuation Appeal Board.

Also enclosed is a Memo to the Selectboard from the Board of Listers stating, in part, "It is our belief (after consulting with a statistician) that the procedures used by PV&R are faulty and have created a false read of the market by indicating that Stowe is experiencing an increasing market, when, in fact, the market is declining."

Town Plan Impact: N/A

Fiscal Impact: "The cost to the town would be the cost of the statistician to appear at the hearing. The cost of the statistician would be in the range of \$2,000 which would be paid out of the reappraisal fund. No attorneys would be involved. Staff would handle all aspects of the hearing."

Recommendation: Move to appeal to the Valuation Appeals Board of the Stowe's 2010 equalized education property value and coefficient of dispersion (Derived from Grand List 2009) and authorize the Chair of the Selectboard to sign the enclosed letter to VAB requesting an appeal.

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Agenda Item No. 5
River Road

Summary: Staff is soliciting quotes to fix the River Road embankment failure. In order to allow the contractor's sufficient time to prepare quotes, they will not be opened until after the packet has been distributed to the Selectboard.

Town Plan Impact: N/A

Fiscal Impact: N/A

Recommendation: Staff will be prepared to make a recommendation on who is the lowest qualified bidder and how to finance the project at the meeting.

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Agenda Item No. 6
Downtown Designation

Summary: Leanne Tingay from the Vermont Downtown Program will be in attendance to give the board an overview of the Downtown Program and the benefits of becoming a Designated Downtown. Stowe is currently a Designated Village Center and Stowe Vibrancy is recommending that the town submit an application to become a Designated Downtown-

Enclosed is a map entitled, "Stowe Designated Downtown," a list outlining "Downtown Designation for Benefits for Property Owners and Lessees," and a copy of 24 VSA 2793 outlining the process and requirements for becoming a designated downtown.

Town Plan Impact: Economic Development Task #3: *Apply for Downtown Designation under the state's Downtown Program once a permanent downtown organization is established.*

Financial Impact: N/A

Recommendation: Move to instruct the staff to work with Stowe Vibrancy to prepare an application to the Vermont downtown development board for downtown designation for your future review and approval.

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Agenda Item No. 7
Stowe Vibrancy Update & July 4th Special Event Application

Summary: Scott Noble, Chair of Stowe Vibrancy, has requested this time to update the Selectboard on their planned summer and fall events (see enclosed list). Also enclosed is a copy of a special events application for "An Old Fashioned 4th of July Festival that Stowe Vibrancy is requesting approval on at this time. Special event applications will be submitted for the other proposed events at a future date.

In addition, the General Fund budget included \$10,000 for Stowe Vibrancy. During the discussions for the requests with the previous Selectboard, having them partner with the Town in obtaining Downtown Designation was discussed. It was also discuss to have them provide on an annual basis a financial report showing other revenues received and how public money was expended. However, nothing formal was specified regarding conditions for the release of the money.

Town Plan Impact: N/A

Fiscal Impact: N/A

Recommendation: Move to approve Stowe Vibrancy's special events application for "An Old Fashioned 4th of July Festival."

Move to instruct the Town Manager to release of the \$10,000 to Stowe Vibrancy upon the Town being invoiced after July 1st with the understanding that Stowe Vibrancy will cooperate with the Town in meeting the requirements for applying and maintaining Downtown Designation and they will provide a financial report as indicated with any future appropriation request.

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Agenda Item No. 8
Scenic Roads

Summary: Attached is a map showing all of Stowe's locally-designated scenic roads, Class Four town roads, the Smugglers Notch Scenic Highway and the Green Mountain Byway. Also attached is a listing of the locally-designated scenic roads statewide and the town's scenic road ordinance. Stowe currently has 13 out of 25 of locally-designated scenic roads statewide.

Town Plan Impact: Transportation Task # 15: *Conduct an analysis of town highways for possible designation as local scenic highways.*

Financial Impact: N/A

Recommendation: To decide if there are any town roads that the board would like to designate as local scenic roads and if so, to direct staff to begin the designation process.

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Agenda Item No. 9
Capital Policy Amendments

Summary: Enclosed are amendments to the Stowe General Capital Fund Policy for your consideration. The main change is to replace the Capital Advisory Committee with the Planning Commission.

Also enclosed are letters of support from the Planning Commission and the Stowe Area Association for this proposed change.

Town Plan Impact: The change will provide the Planning Commission the opportunity to provide their perspective on how projects relate to the Stowe Town Plan.

Recommendation: Move to approve the enclosed amendments to the Stowe General Fund Capital Fund Policy.