

Agenda Summary
March 13, 2017

Election of Officers

Summary: Section 403 of the Stowe Town Charter states, in part, “Forthwith after their election and qualification, the Selectboard shall organize and elect a Chair, Vice Chair, and Clerk by a majority vote of the Selectboard...The Chair of the Selectboard or, in his or her absence, the Vice Chair, shall preside at all meetings of the Selectboard and shall be recognized as the head of Town government for all ceremonial purposes.” The Clerk of the Selectboard has historically been the Town Manager’s Executive Assistant.

At the start of the meeting, the Town Manager will take nominations for the Chair and conduct the election. Once the Chair is elected, he will turn it over to the Chair to conduct the elections for Vice Chair and Clerk.

Town Plan Impact: N/A

Fiscal Impact: N/A

Recommendation: Conduct the elections for Chair, Vice Chair and Clerk as indicated.

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Agenda Item No. 3b
Designation of Legal Newspaper

Summary: The Selectboard has historically designated the Stowe Reporter as the designated newspaper to place legal ads. This time has been set aside to designate a paper for legal notices.

Town Plan: N/A

Fiscal Impact:

Recommendation: Move to approve the Stowe Reporter as the designated paper for legal ads.

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Agenda Item No. 3c
Regular Meeting Times & Locations

Summary: In recent years the Selectboard has held their regular meetings on the second and fourth Monday of every month starting at 5:30pm in the Akeley Building Memorial Room, except on a recognized holiday when the meeting would be held on the following Tuesday. This time has been set aside for the Selectboard to designate your regular meeting times and location.

Town Plan Impact: N/A

Fiscal Impact: N/A

Recommendation: Move to approve the regular Selectboard meeting schedule to be on the second and fourth Monday of every month starting at 5:30pm in the Akeley Building Memorial Room, except on a recognized holiday when the meeting would be held on the following Tuesday.

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Agenda Item No. 3d
Warrant Signing Authority

Summary: A warrant is approved by the Selectboard at your regular meeting authorizing the Treasurer to cut checks to pay bills. Due to having payroll on a weekly basis and the occasional need to pay a bill in-between regular meetings, the Selectboard authorizes one of your members to sign any warrants that may occur in-between. It should be a Selectboard member that is in Town and can stop by the Town Offices during regular business hours by Thursday morning of each week to review and sign the warrant.

Town Plan Impact: N/A

Fiscal Impact: N/A

Recommendation: See if any Selectboard member is willing to review and sign warrants outside of the Selectboard's regular meetings and move to authorize them to do so.

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Agenda Item No. 4
Liquor Applications

First Class Liquor License Application:

VR US Holdings, Inc (d.b.a. Mt. Mansfield Base Lodge) at 5781 Mountain Road
VR US Holdings, Inc (d.b.a. Midway Café) at 5781 Mountain Road
VR US Holdings, Inc (d.b.a. The Canteen Restaurant) at 142 Red Sled Drive
VR US Holdings, Inc (d.b.a. Cliff House Restaurant) at 5781 Mountain Road
VR US Holdings, Inc (d.b.a. Toll House Conference Center) at 5781 Mountain Road
VR US Holdings, Inc (d.b.a. Spruce Camp) at 82 Life Line Drive
VR US Holdings, Inc (d.b.a. Octagon Café) at 5781 Mountain Road

Outside Consumption Permit:

Popi LLC (d.b.a. Junior's Stowe) at 18 Edson Hill Road

We also anticipate outside consumption permits for 7 restaurants previously licensed under Mt. Mansfield Co., Inc. will be available on Monday night.

Application for Special Event Permit:

White Mountain Distillery (d.b.a. Stowe Cider) at 1799 Mountain Road Suite 5; March 2-5;
March 9-12; March 16-19; March 23-26; March 30-April 2, 2017

Von Trapp Brewing at 7416 Mountain Road; March 18, 2017

Request to Cater Malt, Vinous and/or Spirituous Liquors:

Trapp Family Lodge at 700 Trapp Hill Road, April 1 and June 24, 2017

Art Gallery, Book Store, Museum or Library Serving Permit:

Vermont Ski Museum (d.b.a. Vermont Ski and Snowboard Museum) at One South Main Street;
March 15, 2017

Also included is a list of Liquor License Renewals. Renewals are listed alphabetically by "Doing Business As" name and include the type of license.

Town Plan Impact: N/A

Fiscal Impact: N/A

Recommendation: Move to approve the Special Event Liquor Permits listed above.

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Agenda Item No. 5
Presentation to Alison Kaiser

Summary: This time has been set aside for the Town Manager to present Alison Kaiser a gift in recognition of her twenty four years of service as an employee of the Town of Stowe.

Town Plan Impact: N/A

Fiscal Impact: N/A

Recommendation: No action is necessary.

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Agenda Item No. 6
FY'16 Audit

Summary: Fred Duplessis, from the audit firm Sullivan & Powers, will be here to go over the Town of Stowe's FY'16 audit and answer any questions you might have. Also, enclosed is their letter on Deficiencies in Internal Controls. There were no material weakness or significant deficiency found. The recommendations include ongoing review of Internal Controls over the organization and updating fraud risk assessment and accounting policies. These are not discrete assessments but continual reviews as operations, personnel and processes evolve.

Town Plan Impact: N/A

Fiscal Impact: N/A

Recommendation: No action is necessary.

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Agenda Item No. 7
Town Meeting Capital Project Survey Results

Summary: Enclosed are the Capital Project survey results from the survey distributed to the voters at Annual Meeting, including to those that voted by Australian ballot. It should be noted that the Luce Hill / Mtn Road Intersection was asked both in terms of if people thought a traffic light was important and if they thought a roundabout was important, so this may have skewed the results in terms of overall support for doing major intersection improvements.

This time has been set aside to discuss the results. By way of background, it should be understood that the Wade Meadow Barn and Parker Barn are in poor condition. Also, the tennis courts will need to be reconstructed in the near future if the town desires to continue their use. Staff is working with VTrans, Regional Planning and our legislative delegation on advancing intersection improvements. The Selectboard has indicated that the preferred alternative for West Hill / Rt. 108 is a traffic signal and for Moscow Road / Rt. 100 is a roundabout. It can take fifteen or more years to obtain State / Federal funding for intersection improvements. If the Town wants to expedite implementation it may have to use local tax revenue. Also, taking over the sections of road from the state where the intersection improvements are proposed may help expedite construction.

The Town has contracted with CLD Consulting Engineers to evaluate the village sidewalks and develop cost estimates. Unless otherwise instructed, the intent is to develop something regarding the village sidewalks and Main Street power lines for your consideration for the 2019 Annual Meeting. Other projects that are ready for implementation for consideration are the Mountain Road sidewalk extension to Cottage Club Road. Also, staff is planning on preparing a capital project to reconstruct the Rec Path from the Rusty Nail to Cape Cod Road.

There are a lot of needs. The aforementioned does not include storm water improvements and bridge projects. It will be important to focus the use of the community's and staff's time in order to advance projects. If we try to do everything at once, we risk getting nothing done.

Town Plan Impact: N/A

Fiscal Impact: Not all of these projects have cost estimates developed, but all are anticipated to cost over \$100,000.

Recommendation: No action is necessary at this time.

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Agenda Item No. 8
Parks and Recreation Capital Priorities

Summary: The attached memo outlines what the Recreation Commission projects as future capital needs of the community for Parks and Recreation.

The attached memo is primarily intended to raise awareness and generate discussion on these needs. Each topic would need to be further discussed and analyzed to decide the best approach to meet the desired needs of the community. The existing tennis courts are not sustainable going forward and if the courts are to remain they will need complete replacement. However, further discussions need to take place to decide whether replacement of the courts is the best use of the property or if there are more valuable or desirable uses such as an expanded footprint for a new recreation center.

It is widely agreed that the David Gale Recreation Center should be replaced; but what should be in its place? Discussions and ideas have ranged from possible utilization of other existing facilities, joint project with the school district for a new building, a building to include indoor turf space/multiple use flooring, a building to include a gymnasium, or a new building similar to that of the existing building just with increased space for office, programming, and storage. The purpose and need should be defined with an understanding of the programming and other use requirements, so the square footage requirements can be understood and a conceptual design developed.

Increased field space would serve three main purposes: avoid conflict between local youth and adult athletics and events, reduces overuse and impact on the field spaces, and increase the capacity for bringing in large events. If the town decides to expand field space, further discussion and decisions would be required to identify potential locations.

The Polo Shelter and Gables Bridge are both considered to be primarily safety improvements. The Polo Shelter provides cover during inclement weather and the Gables Bridge Underpass would eliminate a road crossing for individuals using the Rec Path.

Town Plan Impact: N/A

Fiscal Impact:

Recommendation:

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Agenda Item No: 9a
Other Business – Manager’s Report

Summary: There has been some significant frost heaving that broke up some sections of the pavement on the Rec Path between the Rusty Nail and its intersection with Cape Cod Road. Staff has put up warning signs and will be implementing temporary repairs. This will include removal of some sections of paving and a temporary gravel surface until temporary paving repairs can be implemented. The Rec Patch paving in this section is in poor condition. A contributor is poor drainage and deficient and/or nonexistent pavement section base. Another contributor is plowing this section of the Rec Path in the winter so that it can serve as a pedestrian walk as part of the Mountain Road sidewalk system. It was not originally constructed for this type of use and maintenance equipment. Unless otherwise instructed, staff will prepare a capital project for your consideration as part of the FY’19 budget process to reconstruct this section of the Rec Path, similar to what was recently done between Cape Cod Road and Bridge 6.

Town Plan Impact: N/A

Fiscal Impact: N/A

Recommendation: No action is necessary. This time is set aside to ask questions of a general nature and for the public to be heard on any issue not on the regular agenda that doesn’t require Selectboard action and is of a non-personnel nature.