

TOWN OF BURKE
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May 4, 2020
5:00 PM
Burke Community Building

Present: Linda Corey-Hackett, Cathi Feely, Valerie Desmarais, Christine Emmons, Ford Hubbard, Dave Kaufman, Mike Harris
Guests: Tony Curtis, Will Garfield

The meeting was called to order at 5:00. Meeting minutes were reviewed and corrections were made, a motion to accept the minutes as amended was approved.

Tony Curtis came to the board regarding Walker Road. There are conditions that need to be addressed, such as more culverts and more ditches, and possibly tree removal. Raising the gravel level is likely to cause flooding into the homes there. Tony reports that there is no consensus from the residents of Walker Road about how to fund the road maintenance. Tony stated that mountain bikers are using the road; Ford stated that those are KT riders, Ford is working on getting a trail through the area onto his property that would divert them, but they need a bridge and it is a process. Ford and Dave will visit the site and craft a proposal for Tony to review.

Mike Harris gave the Zoning Administrator report: Mike and Joe Allard conducted an inspection at Howard Bailey's property on Rt. 5 after Mike sent a letter advising Mr. Bailey that they would be by. Mike advised Howard Bailey that he had until 05.15.20 to get the trash picked up and until 07.01.20 to remove the scrap metal, vehicles and general debris. Mr. Bailey has a spot reserved for the next "Bulky Day" and was given contact information for Gates Salvage Yard and Mitchell's (C&M Car Crushing).

Mike and Joe also visited the Schwag apartment building in W. Burke, there is no sewage going into the river. Mike has sent a letter to Andy Bean, warning him that there are too many cars parked at the auto repair facility, they are infringing on the buffer zone in the upper lot. The next letter will have fines attached. Mike also contacted the owner of the property, Peter Koopman. Mr. Koopman understands that there is town zoning and that there are violations. The fines would be to Andy Bean, but they are attached to the property. Mike will be sending a letter to Dave Ruggles, someone needs to clean up the site of the house fire. Mike noted that Zoom is set up for the DRB meetings, and that there was a meeting conducted on this virtual platform. Christine noted that Carol Krochak was looking for "live streaming" of public meetings, at this time the town does not have the technology to do this.

Will Garfield came to the selectboard as a candidate for Constable. He is a resident of Burke and has family ties here too. Christine made a motion to appoint Mr. Garfield as Town Constable, Ford seconded. The constable has diminished enforcement capacity, he will act as a liaison to the State Police. Ford noted that speed limits are not being observed.

Dave Kaufman gave the Road Foremen's report: Shane Switser is having issues with run-off since the road was raised, gravel for that driveway was approved.

Pike will need to come back and repair Hollow Road, it has worn down to the base layer already. All roads have been graded.

Roadside Mowing will commence 08.07.20 through 08.18.20. The road crew is doing this with rented equipment and has unlimited hours contracted for that week.

Road sweeping will begin in another week. Dave is setting up a meeting to see about fresh crack sealant; the unsealed cracks contribute to frost heaves.

Dave is seeking grant funding to pave all the way through Burke Hollow, there is also a big culvert that needs to be repaired before any paving. Victory Road pavement may need to be reclaimed, the road is very bad.

Bulky Day for 06.20 is full. There is a Hazardous Waste Day scheduled 07.18.

Dave reports that Adam Kennedy submitted a proposal for road chloride. There is a contract in place with Innovative Solutions, and they are doing a good job, so Dave would prefer to stay with the current purveyor.

In **Other Business**, mowing bids for the Town Clerk's office and Darling Park were reviewed. Bids were received from Utley Construction, Moonlight Mowing, Eliminator Pest Control and Crosscut Lawn Care. Moonlight Mowing / Jake Paquette submitted the winning proposal.

The Vermont State Police contract was renewed, the contract remains the same and not to exceed 19k annually. The East Darling Hill Road Project was discussed relative to contacting property owners on possible construction easements, VHB lawyer is assisting with this, as well as Linda and Cathi; their hours count as a local share of the cost. Letters will be sent to those who have not been reachable by phone. At this point the permitting process is on track.

The Gravel Rides Project was discussed, the town received correspondence from the towns of Kirby and Victory expressing some concern over not being involved in the process. The routes have been mapped and there is website set up to show the maps. Grant writer Cynthia Stuart has been in touch with the "One Burke" committee to collaborate and be a part of their discussions.

The Hayden Crossing bridge is still in the design phase, it will require an easement from Tim Roberts, adjacent property owner. Construction is scheduled for 2021.

A Certificate of Compliance for Roads and Bridges was signed off. There are no new codes or standards to adopt.

The town received an estimate from Achille's Garage Door's (St. Johnsbury) for the Recycling Center's ramp door. A 10x9 door is required and the estimate is between \$1,830 and \$1,941. The state Fire Marshall will be able to issue a permit for this public building.

Ford motioned to appoint Christine as an Accounts Payable and Payroll warrant; a designated SB member is necessary in the event that the entire board cannot meet.

Christine made a motion to re-appoint all boards and commissions as written, Ford accepted.

Christine was re-appointed as SB Chair.

Meeting was adjourned at 6:47 while Christine and Ford went into Executive Session. Executive Session ended at 6:56. Christine motioned to hire Mike Harris as a part-time Town Administrator. Ford suggested to Mike that he put a plan together to address how he will coordinate the positions of Zoning Administrator and Town Manager. Christine is covering many tasks that can go over to Mike, they will coordinate.

Christine moved to adjourn the meeting at 7:00. All in favor.

Submitted,
Valerie Desmarais