

Town Administrator's Report December 2nd, 2024 Regular Selectboard Meeting

Approval of Consent Agenda:

- a. Approval of Minutes for November 18th, 19th, and 20th 2024
 1. Includes the last regular Selectboard meeting and the two subsequent special Selectboard meetings for Spear Street.
- b. Approval of 2024 Grand List Error & Omission Report
 1. This is a standard report provided by the Lister's office and filed by a town or municipality which details any mistakes or missing property information on the official "grand list," which is the record of all taxable property within a jurisdiction, allowing for corrections to be made to ensure accurate property tax assessments.
 2. The Selectboard historically approves this document, which enables the correction of the official property tax records.
- c. Approval of contract renewal with Christine Chamberlain for Tax Parcel Mapping Services.
 1. The Town has contracted with Christine for the past several years, and has maintained a great working relationship. The Assessor's office requested one fewer set of parcel maps at 1:5,000 with zoning. This reduced the overall cost from \$3,900 to \$3,400.
- d. Outlined below is a proposed process for reviewing and approving this consent agenda:
 1. The Selectboard Chair asks if any member wishes to remove an items from the consent agenda for further discussion.
 2. Should a member wishes to discuss an item, it is removed from the consent agenda and placed on the regular agenda for separate consideration.
 3. Once all items that require discussion are removed, the Selectboard Chair motions to approve the consent agenda.
 4. **A possible motion would be:** "I move to approve the consent agenda for December 2nd, 2024 as (presented/amended)."

Discussion, and possible action, on HAP-24-08 for Jason Hutchins:

- a. A copy of the Highway Access Permit and Site Plan is included in your meeting packet.

Preliminary Budget Presentations:

- a. Copies of each proposed budget are included in your meeting packet.

Request to discuss alternatives to in-person Town Meeting for 2026:

- a. Karen Frost has requested time to discuss potential alternatives to an in-person Town Meeting with the Selectboard. No changes to Town Meeting can be implemented until 2026.

- b. Last year, the Selectboard passed a motion to conduct Town Meeting by Australian ballot. This authority was provided by Act 1, or Bill Status H.42, and has a sunset clause for July 1, 2024. As such, Town Meeting 2025 must occur in-person.

Discussion, and possible action, on the Town Planner vacancy:

- a. The Town of Shelburne has reached out and indicated that they will no longer be able to enter into a shared services agreement.
- b. The Chittenden County Regional Planning Commission has offered to cover Planning Commission meetings in the short-term. Larry Lewack has also offered to stay on as a short-term contractor.
- c. This time has been set aside for the Selectboard to discuss what how this vacancy should be addressed in the long-term.