

Glover Planning Commission minutes

April 18, 2023

The meeting on Zoom was called to order at 7:14 pm. Steve Lowe, Randy Williams, James Coe, Nella Cargioli Coe, Jim Bowes, Mariel Hess and Liz Nelson were present.

The minutes as sent by email were approved.

MPG #2 update: it was signed by Steve and formally signed by Dave Simmonds, Selectboard chair.

The process of hiring the designer and planner was discussed. James explained that we could go through a RFP or RFQ process for the whole package or we could issue requests in smaller amounts to comply with the rules which could be faster. Randy observed that then we (the Planning Commission) would pick these contractors. Steve was concerned that the Planning Commission has neither the time nor expertise to choose.

James said that a rough division of the three categories would be architects, landscape designer and civil engineer. Two candidates from each category would be needed if the amount is under \$10,000, which it would be. The lead architect would then manage the project.

We decided on this process: James and Nella would organize everything up front for a small fee under \$1000. (the limit for this kind of action) They would recommend two contractors in each division and recuse themselves from the choosing of architects, as would Liz. They have candidates for each category in mind.

Answering Steve's question about the advantage of this method, they replied that it is faster and simpler. All three categories would be under \$10,000. Also, we need to consider a possible cost for a wetland study as well as a contingency line in the budget. James and Nella would take on the responsibility of overseeing the project, but the engineering part has to be overseen by the owner, the Town of Glover.

In this proposal, James and Nella describe each phase of the design so it can be implemented by the contractor, and we, the Planning Commission, sign the proposal. We approve their choices, ask questions and change things until we approve it all and it can go out for bids on the design. We will then use the ARPA funds to pay for the actual work.

James and Nella's fee for this initial organizational work is \$999.00 (under \$1000.) to comply with the regulations. Jim observed it will be a huge benefit to be able to write one check and have a coordinated approach. We can take whatever bid we want, there is no requirement to take the lowest bid.

Steve moves that we hire James and Nella to initiate the project and organize it for \$999. Mariel seconds. All voted in favor of the motion. They will revise the proposal to reflect this line item.

Betsy has requested that the Planning Commission address the need of the Senior Housing community for a crosswalk and a blinking yellow light at the intersection of RT 16, Bean hill and Dexter Mountain Road, as people are finding it perilous to cross there. The sidewalk to Currier's, to the Town Office and the Library is on the other side of the busy road. Randy and Mariel feel this is a major priority for us to address. James and Nella suggest we draw a plan and submit it to VTrans for approval. Randy asked how long will it take for a response? James replied probably a month at least and they will have conditions. No formal action by the Planning Commission was taken. However, this is seen as an important issue and will be acted upon soon.

Randy contacted the Selectboard about a formal notice to Ray Sweeny and Pat Russell about our request to clean up the riverfront and do some invasive species mitigation. We would like the permission to be in writing, so the Selectboard requested that Randy create a request for the Selectboard to use. He has done this and sent it out to the Planning Commission for comment and approval.

Liz suggested that we schedule a site visit from Northwoods to start the plan and the work they had made a proposal for, and that we propose a clean-up date for volunteers and the Fire Department. Jim said there are no regulations for picking up trash. Randy will contact Northwoods for a site visit and contact us all.

Randy has been in contact with the REDI Grant about hiring a grant writer. He is optimistic that this will be a funding source.

Mariel says the picnic tables will be ready by June 1st.

About the ownership of the Town Green: at the moment, we are waiting for Sylvia Cannizzaro's legal consul to come to an agreement with our lawyer, Sara Davies Coe about her property lines, although it would seem actually not necessary as her property is clearly described in a warranted deed and the town would not use the road that is on part of her property. Nick and Trish advised Randy to request that Sara Davies Coe move forward with the quit claim deed for the town green, not involving any of Sylvia's property.

Randy moved the meeting adjourn at 8:21 pm, Mariel seconded. So moved.

Respectfully submitted,

Liz Nelson, Secretary