North Hero Select Board  
Monday, March 7, 2022 @ 5:15 PM  
North Hero Town Office & Zoom

**Select Board present via Zoom**: Karl Raacke, Tim Bourne, Claire LaVoie, Harry Parker  
**Select Board present at Town Office**: Ben Joseph  
**Town Clerk/Treasurer/Zoom Host**: Corinn Julow  
**Guests via Zoom**: Marie Kilbride, Fielding Hampton, LCATV, Mary & Frank Dattilio, Tracy Giroux, Andy Julow, Tonya Poutry, Marlena Valenta, Berney & John Skutel  
**Guests at Town Office**: Jim Martin, Andre Quintin  
**Audio of Meeting**: Available for one year at www.northherovt.com/minutes/all

**Agenda Item 1. Call Meeting to Order**  
H. Parker calls the meeting to order at 5:15 PM.

**Agenda Item 2. Adjustment of Agenda**  
There are no adjustments to the agenda.

**Agenda Item 3. Reorganization**  
C. Julow confirms B. Joseph and T. Bourne have taken the oath of office.

**Chair**  
C. LaVoie nominates Harry Parker as board chair. T. Bourne seconds the nomination and it passes unanimously 5-0.

**Vice Chair**  
T. Bourne nominates Karl Raacke as vice chair. C. LaVoie seconds the nomination and it passes unanimously 5-0.

**Subcommittee Appointments**  
- **North Station Building Replacement Committee**  
  H. Parker motions that he and K. Raacke remain on the NSBR committee. B. Joseph seconds and the motion passes unanimously 5-0.  
- **Community Hall Subcommittee**  
  H. Parker nominates T. Bourne to continue. The nomination passes unanimously 5-0.

The board reviews the current list of board responsibilities. T. Bourne asks the Emerald Ash Borer to be removed as the group has disbanded. The board agrees and no other changes are made.

**Operational Decisions**  
H. Parker moves for regularly scheduled meetings to remain on the first and third Mondays of every month beginning at 5:15PM. C. LaVoie seconds the motion and it passes unanimously 5-0.

H. Parker moves to adopt the Town of North Hero Select Board Model Rules of Procedure. B. Joseph seconds the motion and it passes unanimously 5-0.
H. Parker moves to designate Harborside, Hero’s Welcome, the Town Office, and the Town Website as the physical locations for posting notices and agendas. T. Bourne seconds the motion and it passes unanimously 5-0.

H. Parker moves to designate the Islander as the newspaper of record for public notices. B. Joseph seconds the motion and it passes unanimously 5-0.

H. Parker motions to approve authority for the Select Board Chair or Vice-Chair to sign necessary and/or urgent policies, ordinances, payments, or documents that need immediate attention. T. Bourne seconds the motion and it passes unanimously 5-0.

**Agenda Item 4. Financials**

**Warrant**

K. Raacke motions to approve the warrant in the amount of $469,576.44 and T. Bourne seconds. The motion passes unanimously 5-0.

**Reports**

There are no questions.

**Agenda Item 5. Public Comment**

There are no comments.

**Agenda Item 6. Northwest Regional Planning Commission**

Marlena Valenta explains that Window Dressers is a nonprofit that builds affordable insulated window inserts. An opportunity for Grand Isle and Franklin counties to participate is coming this summer. She requests information on community groups to partner with.

H. Parker recommends CIDER be the main focal point for a partnership.

**Agenda Item 7. Parks & Recreation**

H. Parker reviews Molly Loomis’ reservation request and states she has clarified that there will be amplified music at the event. Berney Skutel recommends the event be approved.

T. Bourne motion to approve the addendum to the Loomis contract and C. LaVoie seconds. The motion passes unanimously 5-0.

**Agenda Item 8. Petition for Special Election**

H. Parker states the board is moving ahead of schedule and asks if anyone is aware of persons wishing to attend that aren’t in attendance. No attendees speak up and the meeting moves along.

H. Parker states the petition requests multiple items including a vote on the move of the town offices to the Community Hall.
Discussion follows including
  • The move being determined based on cost- a gift building is less expensive to taxpayers than a new build.
  • Open meetings.
  • Expenses, and other supporting documents for the decision to move, all available on the town website.
  • The ability, or lack, of taxpayers to participate in meetings electronically and access information online.
  • Some history of the transfer of the Community Hall to the Historical Society.
  • Reminder of precedence for past land acquisitions to not be voted on: land for North Station Building Replacement.
  • History and goals of the North Station Building Replacement Committee.
  • The desire to have a more in-depth presentation and explanation of the Community Hall operating costs and endowment funds available for maintenance.

H. Parker reviews the requirements of the Open Meeting Law and the methods used in North Hero to comply. All North Hero meetings have been compliant with the Open Meeting Law. The board believes that zoom options encourage additional participation.

H. Parker explains that many duties and decisions are relegated to the select board whose members are elected to preside over meetings and make decisions. Even if a group of taxpayers do not agree with the decisions of the board, there are other taxpayers who voted the board in to make these operational decisions which the board takes very seriously. The number one goal of the board is to put the interest of the taxpayers of North Hero first. The decision made to focus on receiving the building from the Historical Society focuses on that outcome and pursuing this move puts the taxpayers of the Town of North Hero in the best position possible. The monies needed to facilitate the move were added to the operating budget that was published in the town report and mailed to every voter.

H. Parker asks the board if there is a motion to approve the petition and schedule a special election. There is no motion brought to approve the petition for a special election.

H. Parker announces that not having heard a motion to forward the petition that the record shows the select board has declined to act on the petition for a special election.

Agenda Item 9. Listers
H. Parker reviews the contract from Cartographic Associates Inc. for tax mapping services. C. Julow confirms that the rate has not increased from the previous year.

C. LaVoie motions to approve the contract and B. Joseph seconds. The motion passes unanimously 5-0.

Agenda Item 10. DRB Clerk Appointment
H. Parker reviews the recommendation from the DRB to appoint Kathleen Finck as DRB clerk.

H. Parker motions to approve the appointment and B. Joseph seconds. The motion passes unanimously 5-0.

**Agenda Item 11. Municipal Roads General Permit**
K. Raacke states that Jim Martin is working with Northwest Regional Planning Commission on this project. C. Julow notifies the board that the state is now implementing percentages that must be completed every year to ensure the project is complete by the deadline. In North Hero 17 road segments must be completed by December 31, 2022, to remain compliant.

H. Parker motions to approve the annual MRGP report for 2022 and T. Bourne seconds. The motion passes unanimously 5-0.

**Agenda Item 12. Certificate of Highway Mileage**
H. Parker motions to approve the highway mileage for 2022. K. Raacke seconds and the motion passes unanimously 5-0.

**Agenda Item 13. Liquor Control Board**
H. Parker motions to close the select board meeting and convene the liquor control board. K. Raacke seconds the motion and the liquor control board convenes at 6:34PM.

**Harborside Harvest Market**
C. LaVoie motions to approve the application and B. Joseph seconds. The motion passes unanimously 5-0. H. Parker clarifies it is an application for a second class liquor license.

**Hero’s Welcome**
T. Bourne motions to approve the second class liquor license application for Hero’s Welcome and C. LaVoie seconds. The motion passes unanimously 5-0.

**Tiki Bar**
C. Julow notifies the board that a request to be on the agenda was received but the application has not. This will be addressed at a future meeting.

H. Parker motions to adjourn the liquor control board and resume the regularly scheduled select board meeting and K. Raacke seconds. The motion passes unanimously 5-0 and the select board meeting reconvenes at 6:36PM.

**Agenda Item 14. Judicial Resources**
B. Joseph references an email distributed by Doug Disabito addressing the delays of the courthouse in Grand Isle County and the difficulties they cause. The courthouse is still not allowing in person hearing or jury draws. B. Joseph would like to approach all the select boards in the county to start a countywide discussion and generate
something to present to our representatives in legislature. H. Parker asks if a response to D. Disabito’s letter has been received from the judiciary or legislature. Discussion follows. B. Joseph will confirm if a response to D. Disabito’s letter has been issued and the board will decide how to proceed from there.

**Agenda Item 15. Correspondence**

**NWCUD Summary**

H. Parker reviews the summary received from John Medamana. The board is excited by the opportunities being pursued. T. Bourne points out a potential request for storage space. Discussion follows and C. Julow offers to reach out and ask for more information.

**DRB Decision: Butler Island Enterprises (North Hero House)**

The board reviews.

**Extension for DRB Decision-Kilbride**

The board reviews.

**Agenda Item 16. Adjourn**

K. Raacke motions to adjourn the meeting and T. Bourne seconds the motion. The motion passes unanimously 5-0 and the meeting adjourns at 6:49PM.

Respectfully submitted by Corinn Julow

CC:
- Select Board
- Town Office
- Website

Attachments to the Minutes:
- Agenda
- Select Board Responsibilities
- Approved Warrant
- Approved Facility Use Agreement
- Approved MRGP Report
- Approved Highway Mileage Certificate
- Approved Liquor License Applications
# North Hero Select Board AGENDA  
March 7, 2022 at 5:15PM  
North Hero Town Office Meeting Room  
Zoom: Phone: 1-929-205-6099  
Meeting ID: 539 515 376  
Passcode: 330605  
Web Link: https://us02web.zoom.us/j/539515376

## Agenda Item
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| 4. | Financials | 5:25 PM | 5:30 PM                                                                                 | • March 7th Warrant for approval  
• Financial Reports |
| 5. | Public Comment | 5:30 PM | 5:35 PM                                                                                 | Opportunity for public comment |
| 6. | Northwest Regional Planning Commission | 5:35 PM | 5:45 PM                                                                                 | Marlena Valenta will present information about WindowDressers community build for Grand Isle County |
| 7. | Parks & Recreation | 5:45 PM | 5:50 PM                                                                                 | Approval of Loomis request for use of Long House at Ingalls |
| 8. | Petition for Special Election | 5:50 PM | 6:05 PM                                                                                 | Discuss request for vote regarding move of Town Office |
| 9. | Listers | 6:05 PM | 6:10 PM                                                                                 | Approve 2022/2023 mapping services |
| 10. | DRB Clerk Appointment | 6:10 PM | 6:15 PM                                                                                 | Appoint DRB clerk |
| 11. | Municipal Roads General Permit | 6:15 PM | 6:20 PM                                                                                 | Review required improvements for 2022 and approve annual report |
| 12. | Certificate of Highway Mileage | 6:20 PM | 6:25 PM                                                                                 | Approve annual certificate of mileage highway |
| 13. | Liquor Control Board | 6:25 PM | 6:40 PM                                                                                 | • Harborside Harvest Market- Second Class License  
• Hero's Welcome- Second Class License  
• Tiki Bar- 1st & 3rd Class & Outside Consumption Licenses |
| 14. | Judicial Resources | 6:40 PM | 6:50 PM                                                                                 | Ben Joseph brings judicial concerns to board |
| 15. | Correspondence | 6:50 PM | 6:55 PM                                                                                 | • NWCUD Summary- John Medamana  
• DRB Decision: Butler Island Enterprises (North Hero House)  
• Extension for DRB Decision- Kilbride |
| 16. | Adjourn | 6:55 PM | 6:55 PM                                                                                 |

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To the Treasurer of Town of North Hero, We hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating $469,576.44 Let this be your order for the payments of these amounts.

[Signatures]

Board Members

[Signature]

[Signature]

[Signature]
Selectboard Annual Reorganization Checklist

Pre-Meeting
☐ All newly elected or reelected board members take the oath

Meeting
☐ Elections and Appointment of Board Officers:
  o Officers:
    ▪ Elect Board Chair
    ▪ Elect Vice-Chair
  o Committees:
    ▪ Review appointments to committees:
      • North Station Building Replacement Committee: Harry Parker, Karl Raacke
      • Community Hall Subcommittee: Tim Bourne

☐ Operational Decision:
  o Establish board’s regular meeting schedule
    *Currently: 1st and 3rd Monday’s of the month at 5:15PM*
  o Adopt rules of procedure
    *Currently: Town of North Hero Select Board Model Rules of Procedure*
  o Designate physical locations for posting meeting notices
    *Currently: Harborside, Hero’s, Town Office, and Town Website*
  o Designate the newspaper of record for public notices
    *Currently: Islander*
  o Authorize a designated select board member to sign documents on behalf of the Town
    *Motion to approve authority for the Selectboard Chair or Vice-Chair to sign necessary and/or urgent policies, ordinances, payments or documents that need immediate attention*
  o Assign select board responsibilities.
    *See attached list.*
### Select Board Responsibilities

**Town of North Hero**  
P.O. Box 38  
North Hero, Vermont 05474

<table>
<thead>
<tr>
<th>Name</th>
<th>Responsibilities</th>
</tr>
</thead>
</table>
| Harry Parker    | Budget  
                 Fire Department Liaison  
                 Lister Liaison  
                 Health Officer |
| Ben Joseph      | Budget  
                 Sheriff Department Liaison  
                 Zoning Administrator Liaison |
| Karl Raacke     | Budget  
                 County Meetings  
                 Roads Supervisor  
                 Buildings and Grounds |
| Claire LaVoie   | Budget  
                 Water Board Liaison  
                 Rescue Liaison |
| Tim Bourne      | Budget  
                 Library Liaison  
                 Parks & Recreation Liaison |
| Corinn Julow    | Select Board Secretary |

Revised March 7, 2022
February 20, 2022

Dear North Hero Select Board,

I'm grateful for your approval to rent Camp Ingalls for our celebration on June 25. Our family spends summers on Cedarvale Lane and have long enjoyed Butternut Hill and admired the Long House. They will make the perfect setting for our family to gather and launch into summer!

I have enclosed our rental agreement, certificate of liability insurance, deposit and rental feed.

With this letter, I'm also requesting an amendment to the agreement so that we can amplify a live, acoustic band. When I originally submitted the reservation request, I interpreted “electronic amplified music” to be a DJ or electric band and so did not formally request permission. However, on closer reading of the rental agreement, I believe we need pre-approval from you to invite an acoustic band (guitar, stand up bass, fiddle) with a small amplifier so that the music and vocals can be heard. Our party is family-focused and will include guests aged 0-92, so we don't expect the event to be exceptionally loud or raucous.

If you have questions about the event or music plans, I'd be happy to share additional details. Thank you for considering this request to amplify music during our event!

Sincerely,
Molly Loomis
TOWN OF NORTH HERO  FACILITY RENTAL AGREEMENT

This Facility Rental Agreement, dated Feb 17, 2022 by and between the Town of North Hero (the Town), and Molly Loomis (the Renter) in consideration of the mutual covenants and conditions herein, the parties agree as follows:

1. FACILITY. The Town rents to the Renter the Long House and surrounding open area at Camp Ingalls, 1769 South End Road, North Hero, Vermont (the Facility) for the Event described below. Renting also includes the field for parking or other activities, and picnic areas.

2. EVENT. Renter will use the Facility for the following Event:
   Multi-generational family reunion and birthday party for approx. 75 people with food, alcohol, outdoor games & live music.

   [Yes / No] Will Renter furnish or serve alcohol at the Event? (See Section 12B), OR
   [Yes / No] Will Renter contract with a caterer or other third party to furnish or serve alcohol at the Event, (See Section 12C)
   [Yes / No] Was the Renter approved for more than 100 people?
   [Yes / No] Was Renter approved for public event with entrance fees?
   [Yes / No] Was Renter approved for outdoor electronic amplified music such as DJ or a live electronic band?

If alcohol will be furnished, served, or consumed at the Event an insurance rider must be obtained by application through Vermont League of Cities and Towns Tulip website: https://www.vlct.org/resource/tulip

3. DATE and TERM. The date of the Event will be June 25, 2022 from 10am (a.m./p.m.) until 10pm (a.m./p.m.). Access to the facilities can occur on the day before the event for preparation and on the day after the event for cleanup. For individuals not familiar with the facility, a representative of the Town will escort the Renter through the facility and identify things of importance (e.g. fire extinguishers, alternate exits, operation of hot water heater, etc.) The key to the facility will be available from the town office and must be returned within two days after the actual event.

4. RENT AND SECURITY DEPOSIT. Renter will pay the Town a rental fee of $200 as a resident or $500 as a non-resident at the signing of this Rental Agreement. Renter will also pay the Town a refundable security deposit of $100 at the signing of this Rental Agreement.

5. OBLIGATIONS OF RENTER. The Renter will be considerate of neighbors when coming and going, and minimize noise outside of the facility. At the end of the rental

Town of North Hero, Recreation Committee April 7, 2015
Renter’s initials ML
term, Renter will return the Facility in a neat, orderly, and clean condition. Renter will be responsible for, and liable to, the Town for all repairs to the Facility and surroundings required because of damage caused by Renter and Renter’s guests or their vehicles.

6. OCCUPANCY. Occupancy of the Facility will be limited to fewer than 100 persons unless specifically allowed in the permit.

7. SMOKING is prohibited.

8. OVERNIGHT CAMPING is prohibited.

9. CAMPFIRES are prohibited.

10. RETURN OF SECURITY DEPOSIT. Within seven days following the Event, the Town will inspect the Facility. If Renter and guests have not caused any damage to the Facility and surroundings, the Town will return the security deposit to Renter by first class mail within ten days. If Renter and guests have caused damage to the Facility, Town may retain all or a portion of the security deposit. If the Town retains any of the rental deposit, it will give written notice to Renter specifying the amount retained and the reasons therefore. The Town’s remedies for damage shall not be limited to retention of the security deposit and the Town may pursue any additional remedies authorized by law to recover its damages or losses.

11. INSURANCE. Renter will procure and maintain at its sole cost and expense, comprehensive general liability insurance in which the Town of North Hero is an additional insured with combined single limit coverage of $1,000,000 per occurrence and $1,000,000 in the aggregate. If a caterer or other third party is contracted to furnish or serve alcohol, additional insurance is required, see Section 12. Renter will furnish the Town with a certificate of insurance as a rider to the application for the Event.

* Insurance event coverage is to be obtained through The Vermont League of Cities and Towns at https://www.vlct.org/resource/tulip. The venue can be found by searching for Camp Ingalls.

12. ALCOHOL. If alcohol will be furnished, served, or consumed at the Event, Renter agrees to the following additional terms:
   A. If Renter will furnish or serve alcohol at the Event, Renter will procure insurance described in Section 11, which includes liquor liability and/or host liquor liability coverage insurance.
   B. If Renter will contract with a caterer or other third party to furnish or serve alcohol at the Event, such caterer or third party shall procure and maintain at its sole cost and expense comprehensive general liability insurance with combined single limit coverage of $1,000,000 per occurrence and $1,000,000 in the aggregate, and liquor liability coverage insured with combined single limit coverage of $1,000,000 per occurrence and $1,000,000 in the aggregate. Town and Renter shall both be named as additional insureds.
C. Renter will furnish the Town with certificate(s) of insurance as a rider to the application for the Event.

D. Renter and/or Renter’s guests shall not provide alcohol to persons under the age of 21 or to persons who are already intoxicated or are apparently intoxicated. Renter and/or Renter’s guests shall require proof of age of all persons prior to serving them with alcohol.

E. Renter acknowledges that the Town does not condone the irresponsible use of alcoholic beverages. It shall be Renter’s sole responsibility to monitor the use of alcoholic beverages by Renter’s guests.

13. INDEMNIFICATION AND HOLD-HARMLESS. Renter agrees to indemnify and hold the Town, its officers, agents, and employees harmless from any loss or liability which may result from claims of injury to persons or property from any cause arising out of or during the use and occupancy of the Facility by Renter and Renter’s guests, agents, or employees.

14. ASSIGNMENT. This Rental Agreement is not assignable to any other person or entity.

15. CANCELLATION. If notice of the cancellation of the event is received by the Town Clerk’s office more than one calendar week prior to the event, refund of the rental fee will be made in full. The rental fee will not be refunded if notice is received less than one week before the Event, unless the Facility is subsequently rented for the same date. The security deposit will be refunded if the Facility is not used. In the event of a power outage or other event that may render the Facility unusable prior to the Renter occupying the Facility, the rental fee and security deposit will be refunded.

16. RIGHT OF ENTRY AND TERMINATION. The Town, its officers, agents, and employees shall have the right to enter the Facility at all times during the Event to confirm Renter’s conformance to this Agreement. If the Town determines, in its sole judgment, that Renter has breached a term of this Agreement, the Town shall have the right to immediately terminate this Rental Agreement prior to the expiration of its term and prior to the conclusion of the Event without any refund to Renter.

17. CONFORMANCE WITH THE LAW. Renter agrees that Renter will abide by and conduct its affairs in accordance with the Town of North Hero Facility Use Policy and all laws, rules, regulations, and ordinances, including those relating to alcohol consumption and noise. Renter shall not engage in or allow any illegal activity to occur at the Facility.
Town of North Hero Representative:

Signature: ____________________________
PO Box 38, North Hero, VT 05474

Renter: Molly Loomis

Signature: ____________________________

The parties have executed this Agreement at North Hero, Vermont this _____ day of _______ in the year __2022_____.

APPENDIX

Renter's full name: Molly Loomis

Renter's full address: Physical: 547 Cedarvale Ln, N Hero, Mailing: 78 Henry St, Burlington, 05401

Renter's phone: 802-777-4009, mollygloo@gmail.com (e-mail)

Agent's full name: ____________________________

Agent's full address: ____________________________

Agent's phone: ____________________________, e-mail: ____________________________

Application Check List

X Rental Fee

X Security Deposit

X Certificate of combined single limit coverage of $1,000,000 per occurrence and $1,000,000 in the aggregate.

X If alcohol will be furnished, served, or consumed at the Event, Renter has provided proof of insurance per Section 12A.

If Renter will contract with a caterer or other third party to furnish or serve alcohol at the Event, such caterer or third party shall provide proof of insurance per Section 12B.

Event coverage is to be obtained through: The Vermont League of Cities and Towns Tulip website found at https://www.vlct.org/resource/tulip

Town of North Hero, Recreation Committee April 7, 2015

Renter's initials: ML
**CERTIFICATE OF LIABILITY INSURANCE**

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsements.**

**PRODUCER**
Specialty Advantage Insurance Services  
505 North Brand Blvd  
Suite 1250  
Glendale, CA 91203

**CONTACT**
NAME: Gather/Guard Administrator  
PHONE (A/C, No, Ext.): (644) 747-0240  
FAX (A/C, No.):  
E-MAIL ADDRESS: gatherguard@irlandinsurance.com

**INSURED**
Molly Loomis  
78 Henry St  
Burlington, VT 05401

**RECEIVED**  
FEB 24 2022

**TOWN OF NORTH HERO**

**COVERAGES**

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**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101)**

Event Name: Summer Celebration  
Event Type: Reunion (outdoors)  
Event site(s): 89 Main St  
City: Montpelier, VT 05602  
US  
No. of Attendees: 1-100  
Limit: Each Occurrence: $1,000,000  
Aggregate: $1,000,000

**CERTIFICATE HOLDER**

Vermont League of Cities and Towns, Property and Casualty Interlocal Risk Fund, Inc.  
89 Main Street, Suite 4  
Montpelier, VT 05602 US  
Long House at Camp Ingrams  
1769 South End Road  
North Hero, VT 05424 US

**CANCELATION**

**SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.**

**AUTHORIZED REPRESENTATIVE**

(c) 1986-2015 ACORD CORPORATION. All right reserved.
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Thank you

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Check Number: 424

Thank you
We the undersigned voters of North Hero petition the North Hero Select board to put the decision to “Move the town office to the Town Hall” to a town vote. We as taxpayers believe that this needs to be discussed in open meetings and that we be provided with all the expenses anticipated. We also believe we have the right to review other options available along with pros and cons of each. The town voted on giving the hall to the Historical society, it's only fair we have the same option to acquire it back or not. Do this in the Vermont Way in Open Forum Way.

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<td>James H. Daigle</td>
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<td>4)</td>
<td>Mary Scandone</td>
<td>235 Scandone Dr</td>
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<td>Marilyn B. LaGoue</td>
<td>224 Windfall Way</td>
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<td>Wayne Goodrich</td>
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<td>Cindy LaGoue</td>
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<td>Margaret LaGoue</td>
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<td>Pete LaGoue</td>
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<td>Richard LaGoue</td>
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<td>Nobuko Sera-Kingsley</td>
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<td>Peggy Allen</td>
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<td>Sarah Allen</td>
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<td>Bruce A. Batchelder</td>
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<td>8522 US Rt 2</td>
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<td>Dona MacDonald</td>
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<td>Neel L. Mendick</td>
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<td>David Ferguson</td>
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<td>Dale Goodrich</td>
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<td>Tom Cameron</td>
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<tr>
<td>23</td>
<td>Jerry J. Cameron</td>
<td>1752 Bridge Rd</td>
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</table>
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<th>SIGN</th>
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<tr>
<td>1)</td>
<td>Nicholas Cameron</td>
<td>1752 Bridge RD N, Hero, VT</td>
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<tr>
<td>2)</td>
<td>Nathan Cameron</td>
<td>1752 Bridge RD</td>
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<td>4)</td>
<td>Josh Metcalfe</td>
<td>379 US RT 2, North Hero, VT</td>
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<td>5)</td>
<td>Paula Knight</td>
<td>607 US 62, NH</td>
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<td>6)</td>
<td>Kevin Fitzgerald</td>
<td>268 Alien RD, NH, VT 05474</td>
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<td>7)</td>
<td>Frank Dattilio</td>
<td>31 Old Westshore RD, NH 05474</td>
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<td>8)</td>
<td>William Wright</td>
<td>15/3 Lakeview Dr, North Hero</td>
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<td>9)</td>
<td>Malcolm Chesemian</td>
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<td>10)</td>
<td>Will Fred DePise</td>
<td>938 Bridge RD</td>
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<td>11)</td>
<td>Philip Hovman</td>
<td>10 Northland Lane</td>
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<td>12)</td>
<td>Ray Bowyer</td>
<td>31 Log Cabin Rd</td>
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<td>13)</td>
<td>Brenda Wright</td>
<td>661 Station Rd, NH</td>
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<td>Michael Wright</td>
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<td>Penny Snyder</td>
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<td>Craig Snyder</td>
<td>1058 New Rd, W, North Hero</td>
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<td>Lloyd Letcher</td>
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<td>19)</td>
<td>Jacques Wrench</td>
<td>2409 RD 2, W, North Hero</td>
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SIGN | PRINT NAME | ADDRESS
--- | --- | ---
1 | Jule Braker | PO Box 31 North Hero VT
2 | Ruth H. Mille | PO Box 31 North Hero, VT
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23 |
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Do this in the Vermont Way in Open Forum Way.

<table>
<thead>
<tr>
<th>SIGN</th>
<th>PRINT NAME</th>
<th>ADDRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Michael J. Sherlock</td>
<td>235 Schoole Drive</td>
</tr>
<tr>
<td>2</td>
<td>Peter M. MacDowall</td>
<td>35 Bridge Rd.</td>
</tr>
<tr>
<td>3</td>
<td>Tim Methuen</td>
<td>849 US Rte 2</td>
</tr>
<tr>
<td>4</td>
<td>Jim Muted</td>
<td>532 Blackhouse Pt Rd</td>
</tr>
<tr>
<td>5</td>
<td>Ben Poelle</td>
<td>102 Quarry Rd</td>
</tr>
<tr>
<td>6</td>
<td>Lori Maskell</td>
<td>8006 US Route 2</td>
</tr>
<tr>
<td>7</td>
<td>Kevin Christian</td>
<td>471 N. End East</td>
</tr>
<tr>
<td>8</td>
<td>Torid Kenneth</td>
<td>8978 U.S. Rte 2</td>
</tr>
<tr>
<td>9</td>
<td>Judy Quintin</td>
<td>75 Holiday Pt. Rd</td>
</tr>
<tr>
<td>10</td>
<td>Joe Poelle</td>
<td>102 Quarry Rd</td>
</tr>
<tr>
<td>11</td>
<td>Jennifer Martin</td>
<td>532 Blackhouse Pt Rd</td>
</tr>
<tr>
<td>12</td>
<td>Roger Siebenaler</td>
<td>108 Morgan Hill Rd</td>
</tr>
<tr>
<td>13</td>
<td>James Suei</td>
<td>360 Hubbard Pt Rd</td>
</tr>
</tbody>
</table>

14
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23
We the undersigned voters of North Hero petition the North Hero Select board to put the decision to “Move the town office to the Town Hall” to a town vote. We as taxpayers believe that this needs to be discussed in open meetings and that we be provided with all the expenses anticipated. We also believe we have the right to review other options available along with pros and cons of each. The town voted on giving the hall to the Historical society, it’s only fair we have the same option to acquire it back or not. Do this in the Vermont Way in Open Forum Way.

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<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>1)</td>
<td>Andre Quintin</td>
<td>673 UKEVY</td>
</tr>
<tr>
<td>2)</td>
<td>Susan Trubisky</td>
<td>95 Station Road</td>
</tr>
<tr>
<td>3)</td>
<td>Michael D. Trubisky</td>
<td>95 Station Road</td>
</tr>
<tr>
<td>4)</td>
<td>Raven Schaefer-Noble</td>
<td>790 Station Rd</td>
</tr>
<tr>
<td>5)</td>
<td>Andrea Ziegler</td>
<td>Bridge Rd</td>
</tr>
<tr>
<td>6)</td>
<td>Bill Ziegler</td>
<td>Bridge Rd</td>
</tr>
<tr>
<td>7)</td>
<td>James Cobb</td>
<td>3709 Lakeview Dr.</td>
</tr>
<tr>
<td>8)</td>
<td>K. Cobb</td>
<td>169 Lakeview Dr.</td>
</tr>
<tr>
<td>9)</td>
<td>Regina Allen</td>
<td>134 Brady Rock</td>
</tr>
<tr>
<td>10)</td>
<td>Deb Allen</td>
<td>134 Brady Rd</td>
</tr>
<tr>
<td>11)</td>
<td>Hugo Gervais</td>
<td>303 Savage Point Rd</td>
</tr>
<tr>
<td>12)</td>
<td>Amanda Henri, Amanda Gervais</td>
<td>303 Savage Point Rd</td>
</tr>
<tr>
<td>13)</td>
<td>Burt Wilcox</td>
<td>536 East Haven Bridge Rd</td>
</tr>
<tr>
<td>14)</td>
<td>Cynthia E. Wilcox</td>
<td>Katya Wilcox</td>
</tr>
<tr>
<td>15)</td>
<td>Patricia Rose</td>
<td>182 Rose Rd</td>
</tr>
<tr>
<td>16)</td>
<td>Richard Rose</td>
<td>182 Rose Rd</td>
</tr>
<tr>
<td>17)</td>
<td>E. C. Cobb</td>
<td>2087 US 2 #2 N Hero</td>
</tr>
<tr>
<td>18)</td>
<td>Stanley &amp; Helen</td>
<td>193 Belknap Rd</td>
</tr>
<tr>
<td>19)</td>
<td>John &amp; Helen</td>
<td>137 Quintin Place #11 Hero</td>
</tr>
<tr>
<td>20)</td>
<td>Estelle Quintin</td>
<td>137 Quintin Place No. Hero</td>
</tr>
<tr>
<td>21)</td>
<td>M. A. Quintin</td>
<td>401 N Eder Rd W</td>
</tr>
<tr>
<td>22)</td>
<td>Michael Guerrero</td>
<td>541 St Nicholas</td>
</tr>
<tr>
<td>23)</td>
<td>Robert Ayers</td>
<td>766 US R 2</td>
</tr>
</tbody>
</table>
We the undersigned voters of North Hero petition the North Hero Select board to put the decision to "Move the town office to the Town Hall" to a town vote. We as taxpayers believe that this needs to be discussed in open meetings and that we be provided with all the expenses anticipated. We also believe we have the right to review other options available along with pros and cons of each. The town voted on giving the hall to the Historical society, it's only fair we have the same option to acquire it back or not. Do this in the Vermont Way in Open Forum Way.

<table>
<thead>
<tr>
<th>SIGN</th>
<th>PRINT NAME</th>
<th>ADDRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daniel Williams</td>
<td>Daniel K. Williams</td>
<td>643 Pelot's Point Rd, N. Hero</td>
</tr>
<tr>
<td>Cherie Cameron Maniaci</td>
<td>Cherie Cameron Maniaci</td>
<td>769 S End Rd, N. Hero</td>
</tr>
<tr>
<td>Mark Maniaci</td>
<td>Mark Maniaci</td>
<td>769 S End Rd, N. Hero VT</td>
</tr>
<tr>
<td>Abigail Williams</td>
<td>Abigail Williams</td>
<td>643 Pelot's Point Rd, N. Hero</td>
</tr>
<tr>
<td>Alison Williams</td>
<td>Alison Williams</td>
<td>643 Pelot's Point Rd, N. Hero VT 05779</td>
</tr>
<tr>
<td>John Duncan</td>
<td>John Duncan</td>
<td>176 Abigail Rd, N. Hero VT 05779</td>
</tr>
</tbody>
</table>
TAX MAP MAINTENANCE PROPOSAL
FOR THE TOWN OF NORTH HERO, VT

For processing data recorded 04/01/2022 through 03/31/2023

January 25, 2022

Cartographic Associates, Inc., a New Hampshire corporation doing business as CAI Technologies, with its office located at 11 Pleasant Street, in Littleton, N.H. 03561, hereinafter called CAI, proposes to the Town of North Hero, VT, hereinafter called the CLIENT, to provide professional mapping services according to the specifications, terms, and conditions below written:

SCOPE OF SERVICES

A. Compilation

1. CAI shall review and incorporate all subdivisions, boundary line adjustments and surveys and make any required property line, area, and/or frontage changes.
2. CAI shall review all title conveyance deeds and make any required changes. - N/A*
3. CAI shall calculate the area of any parcel that is changed as a result of the above Items 1 and 2, following professionally accepted roundoff rules.
4. If copies of the property record cards for parcels with new or changed buildings, including the building sketches, are provided, CAI shall use the most recent available orthoimagery to accurately place building footprints.
5. CAI shall review information from the previous tax year, regarding problem areas and shall attempt to resolve any discrepancies or problems in a fair and equitable manner for tax assessment purposes.
6. As all the above referenced data are compiled throughout the year, CAI shall mark each document confirming the intent stated therein. If the intent is not a direct conveyance, CAI shall label the document appropriately with the new parcel number and area.
7. All data shall be incorporated and formatted in a manner consistent with the existing map/GIS data.
8. All work shall be reviewed and checked for errors and preliminary PDFs shall be provided for review prior to finalizing the annual service.

B. Computer Map Index Services - N/A*

1. CAI shall maintain an index of property records that corresponds to the property maps.
2. All index changes shall be coded in the change field as follows:
   - M1 - Name/Book and Page
   - M2 - Area
   - M3 - Parcel Id Number (i.e. Map and/or Lot number
   - M4 - Multiple of M1, M2, M3
   - M5 - Other (such as plan name or plan lot number)
   - A - Add New Lot
   - D - Delete Lot
3. CAI shall provide computer index printouts to the CLIENT sorted as follows:
   a. Numerical by map and lot number
   b. Alphabetical by owner’s name
   c. Change list by change code with secondary sorting by map and lot
   d. Other index printouts will be available upon request, at current CAI prices

C. GIS

1. All digital files will be processed using Esri GIS software.
2. All data will be checked for topology errors and corrected.
3. GIS data will be delivered in Esri’s shape file, geodatabase, or other format, depending on the format of the existing data.

*N/A* = Not Applicable. If you have questions regarding any N/A services, please call us.
D. Responsibilities of the CLIENT

1. The CLIENT shall provide a copy of each deed, keyed to the correct map and lot.  - N/A*
2. The CLIENT shall provide a print of each subdivision plan, boundary adjustment plan, and map to be incorporated, keyed to the correct map & lot.
3. The CLIENT shall acquire as much information as possible about any questions and/or problems.
4. If buildings are to be added or changed, the CLIENT shall provide a copy of the appropriate Property Record Card, including the building sketch.
5. The CLIENT shall notify CAI of approval of preliminary PDFs or edits to be made within thirty days of receipt of said preliminary PDFs.

ADMINISTRATIVE

A. Documenting Progress

1. An officer of CAI shall be responsible for monitoring and documenting the progress of the maintenance process.
2. Flow charts shall be maintained, monitoring the progress of the maintenance procedure; the purpose of which is to be able to inform the CLIENT of exactly where the project stands at any given time. The charts shall include the following:
   a. receipt date of data to be processed
   b. completion date of compilation
   c. completion date of first draft
   d. completion date of checking
   e. completion date of second draft
   f. date printed
   g. date shipped

TIMING

CAI shall complete and deliver the work described within 45 days of the receipt of the final information to be incorporated as defined in this proposal.

COST

Map/GIS Maintenance Service
Building Footprints (if building sketches are provided as described above) $1,500.00
$15.00/building added or changed

DELIVERABLES

Deliverables shall include two (2) complete sets 24"x24" Tax Map prints with Zoning, PDFs, digital data

PAYMENT

Payment shall be made to CAI within thirty (30) days of invoicing, per terms of the invoice. Said invoicing shall be done on a quarterly basis throughout the project cycle, unless other payment arrangements have been made.

GUARANTEE

CAI shall guarantee all data generated against any errors or omissions for one (1) full year from the date of delivery. This guarantee does not include any changes due to data not made available under the terms of this proposal or any new information that is made available subsequent to the delivery date.

CAI Technologies
11 Pleasant Street, Littleton NH 03561
P (603) 444-6768 / (800) 322-4540
cai-tech.com

*N/A=Not Applicable. If you have questions regarding any N/A services, please call us.
TAX MAP MAINTENANCE CONTRACT
FOR THE TOWN OF NORTH HERO, VT

For processing data recorded 04/01/2022 through 03/31/2023

This is a contract made this 25 day of January, 2022, between Cartographic Associates, Inc., a New Hampshire corporation doing business as CAI Technologies, with its office located at 11 Pleasant Street, Littleton, NH 03561, hereinafter called CAI, and the Town of North Hero, VT, hereinafter called the CLIENT, to provide professional mapping services according to the specifications, terms, and conditions below written.

Witnesseth, the above parties agree as follows:

1. All work shall be done according to the Tax Map Maintenance Proposal, dated January 25, 2022, hereto annexed. It is the intent of the parties that the above referenced proposal be considered a part of this contract, the same as if fully incorporated into this contract.

2. The CLIENT shall pay $1,500.00 for the map/GIS maintenance services under this contract. If Property Record cards, including building sketches are provided, the CLIENT shall pay an additional $15.00/building added or changed. There will be no additional charge if Property Record cards are not provided.

3. CAI agrees that this contract shall not be assigned, transferred, conveyed, or otherwise disposed of without the previous express written consent of the CLIENT and neither shall said CAI’s right, title, interest, or power to execute such contract be assigned, transferred, conveyed or otherwise disposed of without written consent of the CLIENT.

4. The Parties executing this contract agree that the above recitals constitute the entire agreement between the parties for the requested mapping services.

This contract shall be construed under the laws of the State of Vermont.

The parties hereto have executed this agreement by their duly authorized officers.

Town of North Hero, VT

BY: 
TITLE: Select Board

CAI Technologies

Franco D. Rossi
President

CAI Technologies
11 Pleasant Street, Littleton NH 03561
P (603) 444-6769 / (960) 322-4543
cai-tech.com

* N/A = Not Applicable. If you have questions regarding any N/A services, please call us.
March 3, 2022

North Hero Select Board
PO Box 38
North Hero, VT 05474

RE: Appointment of DRB Clerk

Dear Select Board Members,

At the February 10, 2022, DRB meeting the board motioned to forward Kathleen Finck’s name for appointment as the DRB clerk. The board expanded the duties of the position and advertised to fill the position as revised. Kathy was interviewed and unanimously approved for appointment.

Please appoint Kathy Finck as clerk to the Development Review Board for the period of March 2022 to March 2023.

Sincerely,

Jim Blandino
DRB Chair
The Municipal Roads General Permit (MRGP) requires that municipalities submit an annual report on the municipality’s progress in implementing the MRGP standards. Submission of this Annual Report by April 1, 2022 complies with the annual reporting requirements in Part 5.2 of the MRGP. Upon receipt, the Department will post this report on the Agency’s Environmental Research Tool at https://anrweb.vt.gov/DEC/ERT/StormWater.aspx.

Section A: Permittee Information
1. Name of Municipality: North Hero Town
2. Permit Number: 7990 - 9040
3a. Name of Principal Executive Officer (PEO) or Ranking Elected Official (REO): Harry Parker
3b. Title: Select Board Chair
4a. Mailing Address: PO Box 38
4b. City/Town: North Hero
4c. State: VT
4d. Zip: 05474
5. Phone: 802-372-6926
6. Email: northherosbc@gmail.com
7. Additional Contact Name: Jim Martin - Public Works Foreman

Section B: Confirmation of MRGP Compliance Status
Detailed Road Erosion Inventory (REI) information and the compliance status for all hydrologically-connected road segments is available in the DEC Implementation Table Portal under Progress Report and Current Inventory.

The permittee has reviewed the following information in the DEC Implementation Table Portal at: https://anrweb.vt.gov/DEC/IWIS/MRGPRReportViewer.aspx?ViewParms= True&Report=Portal

Confirm and check all the following boxes:
- [ ] Changes to MRGP compliance status (Fully, Partially, and Does Not Meet) for completed road segments.
- [ ] Recalculation of remaining segments to be upgraded by December 31, 2022.
- [ ] Identification of any changes to the hydrologically-connected status of any road segment.

Section C: Certification
This NOI shall be signed by a principal executive officer, ranking elected official or other duly authorized employee consistent with 40 CFR §122.22(b) and certified as follows:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information submitted, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Harry Parker
Select Board Chair

Signature

Submission Instructions:
Please submit this form using ANROnline at https://anronline.vermont.gov/?formtag=WSMD-Intake
Direct submission questions to ANR.WSMDStormwaterGeneral@vermont.gov
If unable to submit on-line, mail CD or DVD containing the completed Annual Report form to:

Vermont DEC - Watershed Management Division - 1 National Life Drive, Davis 3 - Montpelier, VT 05620-3522
Here are some upcoming important Vermont Municipal Roads General Permit (MRGP) related schedules and permit requirements, training opportunities, and resources available to towns in 2022.

### Due Dates and Requirements for 2022

<table>
<thead>
<tr>
<th>Due Date</th>
<th>Requirement</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 1</td>
<td>Annual Report Form</td>
<td>--</td>
</tr>
<tr>
<td>June 1</td>
<td>Annual Fee</td>
<td>$500, $1350, or $1800 - prorated based on population &amp; road miles</td>
</tr>
</tbody>
</table>

**April 1, 2022 - Annual Report Form Due**

Towns are required to complete and submit an [Annual Report Form](#). This is an easy to fill out, one-page form.

**June 1, 2022 - MRGP Annual Fee Due**

Towns are required to pay an annual fee ($500, $1,350 or $1,800 based on population and road miles) before June 1, 2022. Towns will be sent an email invoice from DEC in April. Find your town’s fee on the [list of prorated MRGP annual fees](#).

**MRGP Implementation Requirements- 2022 Field Season**

The MRGP requires towns to upgrade 15% of non-compliant hydrologically-connected road segments to MRGP standards by December 31, 2022. This number will vary according to your REI results. Please keep track of where road segments have been upgraded and make those updates through the DEC Survey 123 app or the [MRGP web-based Reporter Tool](#).

If you need help, attend a Virtual Road Roundtable training or check out the [MRGP website](#).

**Example:**

- Your completed initial inventory indicates that 100 road segments (1 road segment = 328 feet) scored “Does Not Meet” or “Partially Meets” standards.
- 15% of 100 segments or 15 segments (just under 1 mile of road) are required to be brought up to the MRGP standards by December 31, 2022.

**Road Erosion Inventory (REI) - December 31, 2020- (Past Due)**

Towns were required to complete and submit REIs using DEC’s template before December 31, 2020. If your town has not yet submitted this requirement, please do so as soon as possible. REIs are conducted to determine which road segments meet or do not meet MRGP standards. The REIs serve as a basis to determine which roads will be required to be upgraded to meet MRGP standards.

To be complete, you must (1) upload the REI to the Implementation Portal, (2) submit the [REI Amendment Form](#), and (3) pay the processing fee of $240.
Upcoming Trainings for 2022

Virtual and In-Person Road Roundtable Forums - DEC and the VTrans Local Roads programs will be offering a series of virtual Road Round Table Forums in 2022. Check the VTrans Local Roads Program website for dates and registration information: [https://localroads.vermont.gov/](https://localroads.vermont.gov/)

This year’s Virtual Road Roundtable Forum Topics will include:

- How to download and use DEC’s MRGP REI applications such as Collector and Survey 123.
- How to re-assess road segments after segments have been upgraded to MRGP standards.
- How to view, interpret, and use your town’s REI data in the MRGP database portal.
- How to use mapping tools to assist in implementation of road practices.

Virtual Roundtables are currently scheduled for the following dates and times:

- March 30, 2022 from 9:00-10:30
- April 27, 2022 from 9:00-10:30

In-Person Road Roundtable Forums - VTrans Local Roads Program and DEC plan on offering In-person Road Roundtable Forums, if Covid-conditions allow, in spring of 2022. Dates and times TBD.

Finding Your Town’s Compliance and REI Data Online

MRGP Compliance Status Database

Want to find out if your annual fee has been paid? Do you have an upcoming report due? Check out the [Compliance Status Database](https://localroads.vermont.gov/) to see the administrative compliance status of your town’s MRGP.

<table>
<thead>
<tr>
<th>Permit Information</th>
<th>Requirements for Full Compliance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Town</td>
<td>Project Number</td>
</tr>
<tr>
<td>Addison</td>
<td>7977</td>
</tr>
</tbody>
</table>

MRGP Implementation Table Portal

Want to find the Road Erosion Inventory for your town? Want to show others the progress your town has made to implement the road standards? Check out the [Implementation Table Portal](https://localroads.vermont.gov/) to find Baseline REI summaries, Baseline REI inventories, Current inventories, Outlet surveys and Progress Reports.

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Baseline Summary</th>
<th>Baseline Inventory</th>
<th>Current Inventory</th>
<th>Current Summary</th>
<th>Outlet Inventory</th>
<th>Progress Report</th>
<th>All Assessments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Addison</td>
<td>Baseline Inventory</td>
<td>Current Inventory</td>
<td>Current Summary</td>
<td>Outlet Inventory</td>
<td>Progress Report</td>
<td>All Assessments</td>
<td></td>
</tr>
</tbody>
</table>
Financial Assistance Available

Municipal Grants-in-Aid (GIA) for road upgrades to MRGP standards:

The Municipal Grants-in-Aid program made awards to towns in the fall of 2021, for funding under SFY22. These awards were for implementation projects in the 2021 and 2022 field season. It is anticipated that VTrans will again send letters to towns announcing the next round of GIA funding in the spring of 2022 for implementation of projects under SFY23. Grants will be awarded in late summer/fall allowing for implementation in the 2022-2023 field season. Towns receive grant funding to help them bring their connected roads up to MRGP standards. For more information visit the Municipal Grant-in-Aid website or contract Ross Gouin at ross.gouin@vermont.gov.

Grants-Aid-Small Equipment Grant:

Over the past 4 years, all Vermont municipalities have been offered the opportunity to enroll in the Small Equipment Grant Program to purchase equipment that assists in implementing required MRGP practices. In FY23, DEC anticipates funding municipalities who submitted Letters of Intent for the program in FY22 and were notified that they are on a “wait list” pending funding availability. Regional Planning Commission staff will be in touch with those municipalities when they are approved to proceed with an equipment purchase. Please contact Linda Blasch at the Northwest Regional Planning Commission (lblasch@nrpcvt.com) for questions regarding the FY22 or FY23 equipment grant program. DEC will be reevaluating the need for continuing this program in future budget years.

VTrans Better Roads Grants:

VTrans Better Roads Grant funding can be used to develop MRGP Road Erosion Inventories (Category A), as well as implement road best management practices (Category B) that will assist municipalities in meeting MRGP implementation requirements. For more information visit the Better Roads Grant Program or contact Ross Gouin at ross.gouin@vermont.gov.
MRGP Re-Issuance In Early 2023

DEC will be re-issuing the MRGP permit in early 2023. The MRGP was issued for five years and will be expiring on January 26, 2023. The MRGP will be re-issued for a second five year term spanning approximately January 2023 to January 2028. During the re-issuance process there will be an opportunity for public review and comments. DEC is currently meeting with stakeholder organizations to gather input and draft permit amendments based on experiences with implementation of the existing standards. We will be seeking public review and comment in late summer or early fall of 2022. Stay tuned!

Future REI Requirements and Schedules (To Be Determined)

Dates and requirements for the next round of MRGP REIs have not yet been determined, as the MRGP will be re-issued with some changes in early 2023. Please hold off on conducting any new rounds of inventories until DEC provides additional guidance. That said, any towns that have not fully completed their initial REIs should do so as soon as possible. It is DEC’s recommendation for towns, and those organizations assisting towns, that the focus should be on the MRGP implementation requirements for the 2022 calendar year. DEC will provide additional information on future REI requirements in 2022 as part of the MRGP re-issuance.

For more information about the MRGP, visit:
https://dec.vermont.gov/watershed/stormwater/permit-information-applications-fees/municipal-roads-program

or contact

Jim Ryan - DEC’s Municipal Roads Program Coordinator at (802) 490-6140 or jim.ryan@vermont.gov

Tim Pricer - Agency of Digital Services, for questions about REI data submittal, reports/queries, scoring, and the MRGP Portal tim.pricer@vermont.gov

Ryan Knox - Agency of Digital Services, for questions about the MRGP Survey 123 app, Collector map layer, the ANR Natural Resources Atlas Municipal Road Theme, and MRGP Reporter web-based tool ryan.knox@vermont.gov
### Municipal Roads General Permit
**Road Erosion Inventory Progress Report - Town of North Hero**

<table>
<thead>
<tr>
<th>Segment Score</th>
<th>Baseline Inventory Segment Count</th>
<th>Current Inventory Segment Count</th>
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</thead>
<tbody>
<tr>
<td>Incomplete Data</td>
<td>53</td>
<td>53</td>
</tr>
<tr>
<td>Does Not Meet</td>
<td>38</td>
<td>38</td>
</tr>
<tr>
<td>Partially Meets</td>
<td>22</td>
<td>22</td>
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<tr>
<td>Fully Meets</td>
<td>91</td>
<td>91</td>
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<tr>
<td>Not Connected</td>
<td>91</td>
<td>91</td>
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### Summary Values

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<thead>
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<th></th>
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<th>Current</th>
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<tbody>
<tr>
<td>Number of segments</td>
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<tr>
<td>Connected segments</td>
<td>204</td>
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<tr>
<td>Non-compliant segments <em>(Includes Incomplete Data Segments)</em></td>
<td>113</td>
<td>113</td>
</tr>
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### Segments requiring improvement required by 12/31/2022

<table>
<thead>
<tr>
<th>Description</th>
<th>Count</th>
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<tbody>
<tr>
<td>15% Target of non-compliant to be fixed from baseline inventory</td>
<td>17</td>
</tr>
<tr>
<td>Non-compliant segments improved to Fully Meets</td>
<td>0</td>
</tr>
<tr>
<td><strong>Non-compliant segments still needed to meet 15% Target</strong></td>
<td><strong>17</strong></td>
</tr>
</tbody>
</table>

### Non-Class 4 Very High Priority segments requiring improvement by 12/31/2025

<table>
<thead>
<tr>
<th>Description</th>
<th>Count</th>
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</thead>
<tbody>
<tr>
<td>Segments from baseline Inventory</td>
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</tr>
<tr>
<td>Segments Improved</td>
<td>0</td>
</tr>
<tr>
<td>Segments Remaining to be improved</td>
<td>0</td>
</tr>
</tbody>
</table>

### Class 4 Very High Priority segments requiring improvement by 12/31/2028

<table>
<thead>
<tr>
<th>Description</th>
<th>Count</th>
</tr>
</thead>
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<tr>
<td>Segments improved</td>
<td>0</td>
</tr>
<tr>
<td>Segments remaining to be improved</td>
<td>0</td>
</tr>
</tbody>
</table>

### Segments requiring improvement by 12/31/2036

<table>
<thead>
<tr>
<th>Description</th>
<th>Count</th>
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</thead>
<tbody>
<tr>
<td>Non-compliant segments from baseline inventory</td>
<td>113</td>
</tr>
<tr>
<td>Non-compliant segments from current inventory</td>
<td>113</td>
</tr>
<tr>
<td>Segments falling out of compliance, will be factored into new compliance target to be computed in 2023</td>
<td>0</td>
</tr>
</tbody>
</table>
CERTIFICATE OF HIGHWAY MILEAGE
YEAR ENDING FEBRUARY 10, 2022

Fill out form, make a copy with the Town Clerk, and submit the Mileage Certificate on or before February 20, 2022 to: Vermont Agency of Transportation, Division of Policy, Planning and Intermodal Development, Mapping Section via email to: aut.mileagecertificates@vermont.gov or if necessary via mail to: VTrans PPAID - Mapping Section, 219 North Main Street, Barre VT 05641.

We, the members of the legislative body of NORTH HERO in GRAND ISLE County on an oath state that the mileage of highways, according to Vermont Statutes Annotated, Title 19, Section 305, added 1985, is as follows:

<table>
<thead>
<tr>
<th>Town Highways</th>
<th>Previous Mileage</th>
<th>Added Mileage</th>
<th>Subtracted Mileage</th>
<th>Total</th>
<th>Scenic Highways</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class 1</td>
<td>0.000</td>
<td></td>
<td></td>
<td>0.000</td>
<td></td>
</tr>
<tr>
<td>Class 2</td>
<td>9.420</td>
<td></td>
<td></td>
<td>0.000</td>
<td></td>
</tr>
<tr>
<td>Class 3</td>
<td>8.65</td>
<td></td>
<td></td>
<td>0.000</td>
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<tr>
<td>State Highway</td>
<td>9.340</td>
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<td></td>
<td>0.000</td>
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<tr>
<td>Total</td>
<td>27.420</td>
<td></td>
<td></td>
<td>0.000</td>
<td></td>
</tr>
</tbody>
</table>

* Class 1 Lane: 0.000
* Class 4: 0.10
* Legal Trail: 0.00

* Mileage for Class 1 Lane, Class 4, and Legal Trail classifications are NOT included in total.

PART II - INFORMATION AND DESCRIPTION OF CHANGES SHOWN ABOVE.

1. NEW HIGHWAYS: Please attach Selectmen's "Certificate of Completion and Opening".

2. DISCONTINUED: Please attach SIGNED copy of proceedings (minutes of meeting).

3. RECLASSIFIED/REMEASURED: Please attach SIGNED copy of proceedings (minutes of meeting).

4. SCENIC HIGHWAYS: Please attach a copy of order designating/discontinuing Scenic Highways.

IF THERE ARE NO CHANGES IN MILEAGE: Place an X in the box and sign below.

PART III - SIGNATURES - PLEASE SIGN.

Prepared by: [Signature]

Representative, Agency of Transportation

Date Filed: March 7, 2022

AGENCY OF TRANSPORTATION APPROVAL: Signed copy will be returned to Town Clerk.

APPROVED: [Signature]

DATE:
2022 LIQUOR LICENSE RENEWAL APPLICATION
SECOND CLASS LICENSE TO SELL MALT AND VINOUS BEVERAGES

License Year Beginning May 1, 2022 ending April 30, 2023

Applicant: Review all of the information presented on this form, indicating any changes in the spaces provided.

Applicant: Keyworth, Inc.
Doing Business As: Harborside Harvest Market
8986 Route 2
North Hero VT 05474
Telephone: (802) 372-4443

PLEASE INCLUDE EMAIL ADDRESS: keyworth@harborisde-market.net

Mailing Address:
P.O. Box 156
North Hero VT 05474

Lessor:
Keyworth Real Estate Holdings
North Hero VT 05474

Description of Premises:
A Store in a one story wood framed building with the size being approximately 2,000 square feet situated 1/10 of a mile south of the North Hero/Alburg Bridge and designated as 8986 U.S. Route 2, in the Town of North Hero, Vermont.

Last Enforcement Seminar: 04/03/2021
Fed. ID Number: 20-3600769
Incorporation Date: 05/05/2005
Valid Charter?: Yes State of Charter: Vermont
Majority of Directors are US Citizens: Yes

ATTACH AN ADDITIONAL SHEET TO THIS APPLICATION NOTING ANY NECESSARY CORRECTIONS OR CHANGES AND UPDATES THAT HAVE OCCURRED DURING THE PAST YEAR.

<table>
<thead>
<tr>
<th>Corporation</th>
<th>Name</th>
<th>Address</th>
<th>Town/City</th>
<th>State</th>
<th>Zip Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Keyworth, Todd</td>
<td>8976 U.S. Route 2</td>
<td>North Hero</td>
<td>VT</td>
<td>05474</td>
</tr>
<tr>
<td>Secretary</td>
<td>Keyworth, Lisa</td>
<td>8976 U.S. Route 2</td>
<td>North Hero</td>
<td>VT</td>
<td>05474</td>
</tr>
<tr>
<td>Director</td>
<td>Keyworth, Todd</td>
<td>8976 U.S. Route 2</td>
<td>North Hero</td>
<td>VT</td>
<td>05474</td>
</tr>
<tr>
<td>Director</td>
<td>Keyworth, Lisa</td>
<td>8976 U.S. Route 2</td>
<td>North Hero</td>
<td>VT</td>
<td>05474</td>
</tr>
<tr>
<td>Stockholder</td>
<td>Keyworth, Todd</td>
<td>8976 U.S. Route 2</td>
<td>North Hero</td>
<td>VT</td>
<td>05474</td>
</tr>
<tr>
<td>Stockholder</td>
<td>Keyworth, Lisa</td>
<td>8976 U.S. Route 2</td>
<td>North Hero</td>
<td>VT</td>
<td>05474</td>
</tr>
</tbody>
</table>

Has any director or stockholder been convicted or pleaded guilty to any criminal or motor vehicle offense in any court of law (including traffic tickets by mail) during the last year? Yes ☑ No

In the past year has any director or stockholder of the corporation held any elective or appointive state, county, city, village or town office in Vermont (See VSA, T.7, Ch.5, Sec. 223)? Yes ☑ No

If yes, please attach the following information: Individual's name, court/traffic bureau, offense and date

Lisa Keyworth - Assistant Town Clerk / Treasurer - North Hero

Disclosure of Non-profit Organization: Yes ☑ No

ALL APPLICANTS MUST COMPLETE AND SIGN

The applicant understands and agrees that the Liquor and Lottery Control Board may obtain criminal history record information from State and Federal record repositories.

I/We hereby certify, under the pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan approved by the Commissioner of Taxes to pay any and all taxes due the State of Vermont as of the date of this application. (VSA, Title 32, Section 3113)

I/We hereby certify that I/We are not under an obligation to pay child support or that I/We are in good standing with respect to child support or are in full compliance with a plan to pay any and all child support payable under a support order. (VSA, Title 15, Section 795)

In accordance with 21 VSA, Section 1378(b), I/We certify, under pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan to pay any and all contributions or payments in lieu of contributions due to the Department of Employment and Training.

I/We have registered the trade name of these premises with the Secretary of State.

Continued on next page
I/we hereby certify that the information in this application is true and complete.

Dated this \underline{11th} day of \underline{February}, 2023.

Signature of authorized agent of corporation, company, club or association

Signature of individual or partners

Are you making this application for the benefit of any other party? \underline{No}\

LOCAL COMMISSIONER SECTION BELOW

Upon being satisfied that the conditions precedent to the granting of this license as provided in Title 7 of the Vermont Statutes Annotated, as amended, have been fully met by the applicant, the commissioners will endorse their recommendation on the back of the application and transmit it to the Liquor and Lottery Control Board for suitable action thereon, before any license may be granted. For the information of the Liquor and Lottery Control Board, applications shall carry the signature of each individual commissioner registering either approval or disapproval.

APPROVED

DISAPPROVED

Approved by:

Total Membership \underline{5}, \underline{5} members present

Attest:

Town Clerk

TOWN OR CITY CLERK SHALL MAIL APPROVED RENEWAL DIRECTLY TO:

DIVISION OF LIQUOR CONTROL
13 GREEN MOUNTAIN DRIVE
MONTPELIER, VT 05602

If application is disapproved, local control commissioners shall notify the applicant by letter.

No formal action taken by any agency or authority of any town board of selectmen or city board of aldermen on a first or second class license application shall be considered binding except as taken or made at an open public meeting. VSA 7-1, Sec. 312
2022 LIQUOR LICENSE RENEWAL APPLICATION
SECOND CLASS LICENSE TO SELL MALT AND VINICUS BEVERAGES

License Year Beginning May 1, 2022 ending April 30, 2023

Fee: $140.00 of which
$70.00 is paid to town/city
$70.00 is paid to DLC
Town: 07020 - NORTH HERO

MISREPRESENTATION OF A MATERIAL FACT ON ANY LICENSE APPLICATION SHALL BE GROUNDS FOR SUSPENSION OR REVOCATION OF THE LICENSE, AFTER NOTICE AND HEARING

Applicant: Review all of the information presented on this form, indicating any changes in the spaces provided.

Applicant: Lake Country Provisions, LLC
Doing Business As:
Hero’s Welcome
3537 US Route 2
North Hero VT 05474
Telephone: (802) 372-4161
Mailing Address:
P.O. Box 44
North Hero VT 05474

PLEASE INCLUDE EMAIL ADDRESS: nathaniel@herooswelcome.com

Licensee #: 0241-1

Description of Premises:
2nd class license in a two story wood framed building consisting of retail floor space on both floors with an office on the upper floor as well. Located on the west side of US Route 2, designated as 3537 US Route 2 in the Town of North Hero, Vermont.

Lessor:
Lake Country Provisions, LLC
P.O. Box 44
North Hero VT 05474

Last Enforcement Seminar: 08/17/2020
Filed Articles of Organization: Yes Date Filed: 05/26/2020
Majority of Members are US Citizens: Yes

Federal ID Number: 85-1305134

ATTACH AN ADDITIONAL SHEET TO THIS APPLICATION NOTING ANY NECESSARY CORRECTIONS OR CHANGES AND UPDATES THAT HAVE OCCURRED DURING THE PAST YEAR.

Limited Liability Company Name Address Town/City State Zip Code
Member 1. Keefe, Nathaniel 108 N. Union Street #6 Burlington VT 05401
Member 2. White, Kevin 156 Willis Ave Medford MA 02155

Has any person been convicted or pleaded guilty to any criminal or motor vehicle offense in any court of law (including traffic tickets by mail) during the last year? Yes No

If yes, please attach the following information: Individual’s name, court/traffic bureau, offense and date.

In the past year has any person held any elective or appointive state, county, city, village or town office in Vermont (See RSA, T.7, Ch.9, Sec. 223)? Yes No

If yes, please attach the following information: Individual’s name, office and jurisdiction

Disclosure of Non-profit Organization?: Yes No

ALL APPLICANTS MUST COMPLETE AND SIGN

The applicant understands and agrees that the Liquor and Lottery Control Board may obtain criminal history record information from State and Federal record repositories.

I/We hereby certify, under the pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan approved by the Commissioner of Taxes to pay any and all taxes due the State of Vermont as of the date of this application. (RSA, Title 32, Section 3113)

I/We hereby certify that I/We are not under an obligation to pay child support or that I/We are in good standing with respect to child support or are in full compliance with a plan to pay any and all child support payable under a support order. (RSA, Title 15, Section 795)

In accordance with 21 RSA, Section 1378(b), I/We certify, under pains and penalties of perjury, that I/We are in good standing with respect to or in full compliance with a plan to pay any and all contributions or payments in lieu of contributions due to the Department of Employment and Training.

I/We have registered the trade name of these premises with the Secretary of State.

Continued on next page
2022 LIQUOR LICENSE RENEWAL APPLICATION 10241-001-SECN-001

I/we hereby certify that the information in this application is true and complete.

Dated this 11th day of February, 2022

Signature of authorized agent of corporation, company, club or association

Signature of individual or partners

(Total)

Are you making this application for the benefit of any other party? ___ yes ___ no

LOCAL COMMISSIONER SECTION BELOW

Upon being satisfied that the conditions precedent to the granting of this license as provided in Title 7 of the Vermont Statutes Annotated, as amended, have been fully met by the applicant, the commissioners will endorse their recommendation on the back of the application and transmit it to the Liquor and Lottery Control Board for suitable action thereon, before any license may be granted. For the information of the Liquor and Lottery Control Board, applications shall carry the signature of each individual commissioner registering either approval or disapproval.

APPROVED

Approved by Board of Control Commissioners of the City or Town of

Total Membership ____, ______ members present

ATTORNEY

DISAPPROVED

Attest, ________________, Town Clerk

TOWN OR CITY CLERK SHALL MAIL APPROVED RENEWAL DIRECTLY TO: DIVISION OF LIQUOR CONTROL 13 GREEN MOUNTAIN DRIVE MONTPELIER, VT 05602

If application is disapproved, local control commissioners shall notify the applicant by letter.

No formal action taken by any agency or authority of any town board of selectmen or city board of aldermen on a first or second class license application shall be considered binding except as taken or made at an open public meeting. VSA T-1, Sec. 312
Re: 10241-001-SECN-001

Updated Information:

Applicant Mailing Address: PO Box 202, North Hero, VT 05474

Address for both Kevin White and Nathaniel Keefe: 116 W Shore Rd, Grand Isle, VT 05458
Northwest Communications Union District (NWCUD)

Governance Committee Meeting Report – 2/3/2022

**Background:** NWCUD is an organization that was established by municipalities in NW Vermont for the purpose of providing high-speed internet access to homeowners and businesses in the area. The organization is regulated by Vermont law (Title 30; Chapter 82). A business plan has been drafted and is being reviewed by the governing committee and other relevant parties.

**Name:** NWCUD will use the name Northwest Fiberworx or NWFX

**Scope:** The scope includes all households and businesses that are currently not served by fiber. There are approximately 28,000 addresses (subscriber premises) in the NWCUD area. Of these, 1040 addresses in Highgate, Sheldon, and Fairfax have fiber. The project will aim to provide fiber to all remaining addresses (subject to take rate). Approximately 1400 miles of fiber will be laid.

**Funding:** The biggest obstacle to rural fiber infrastructure is cost. NWFX is pursuing a public-private partnership for funding. $73M capital investment is required. State grants totaling $45.8M are expected. The remaining dollars will be raised from partnerships with service providers.

**Business Model:** NWFX will build, own, and maintain fiber infrastructure. Fiber construction contractors will be utilized for the build process. NWFX is currently negotiating with potential Internet Service Provider (ISP) partners, for delivering high-speed internet service to subscribers using the NWCUD fiber infrastructure. Service providers will fund the portion of capital cost not covered by state grants. Switching and subscriber equipment will be the responsibility of the Service Provider. NWFX will assess subscribers a small monthly fee.

**Design and Planning:** Planning and development tasks are funded through VT Community Foundation, ARPA funds, and state grants. The National Rural Telecommunications Council (NRTC), a co-op that specializes in rural telecom, has been contracted to provide design and planning support.

**Project duration:** 3 years from project start. Start date is to be determined. The ISP partnership needs to be completed before construction can begin.

**Infrastructure:** Aerial fiber cables installed on electrical poles will be the primary method of building the infrastructure. A small portion of the infrastructure will be underground. Infrastructure will be built in four phases over the duration of the project. Phases are organized as geographical zones.

**North Hero-specific details:** 1,030 addresses in North Hero are targeted. North Hero is one of the towns targeted in Zone-2 of the infrastructure plan. Zone-2 construction is planned during months 18-21 of the duration of the project.

NWFX is requesting municipalities to make storage space available for construction materials.

Leisa Fearing
John Medamana
(North Hero representatives)

---

1 We will compare this figure with town records to confirm that the proposed business plan covers all residences and businesses in town.
Appendix:

NWCUD member Municipalities:

- Alburgh
- Bakersfield
- Berkshire
- Enosburgh
- Fairfax
- Fairfield
- Georgia
- Grand Isle
- Highgate
- Isle La Motte
- Milton
- Montgomery
- North Hero
- Richford
- Saint Albans Town
- Sheldon
- South Hero
- Swanton
February 10, 2022

Applicant:
Butler Island Enterprises (BIE)
Walter J. Blasberg
3643 Route 2
North Hero, VT 05474

Conditional Use Review: Findings & Conclusions of Law
Application Number: 2020-82DRB

Introduction

Jim Blandino, chair of the NH Development Review Board (DRB) opened the hearing on November 29, 2021 noting that a lot of time has passed since the Applicant’s initial filing on September 17, 2020, and that with so many recessed hearings and changes to Applicant’s plan and site configurations it was in the best interest of the Applicant and the Board to begin the November 29th hearing fresh.

The Chair advised that he and Christine Salembier had met with the Applicant prior to the hearing, and by mutual agreement, the Board and the Applicant agreed to conduct the November 29th hearing “de novo.” The Chair conveyed this at the start of the hearing and reiterated the agreement that what was to be presented that evening was to be presented as if it was the first time the Board was hearing from the Applicant and that only Exhibits presented at this hearing, and any subsequent hearings, would be considered by the Board in its deliberations. No prior Exhibits or plan configurations prior to November 29, 2021, would factor into the Board’s decision. The Chair noted that a Review document submitted by Jay Buermann Engineering referred on page 2 to “other project information...as previously submitted” and confirmed with Applicant, again, that only Exhibits submitted in the course of the November 29th hearing would be considered in Review.

The Application

One application, 2020-82 DRB, is considered under this permit. The Town recognizes the land at The North Hero House Inn and Restaurant as a single lot, with Parcel ID 07-03-19, straddling both sides of US Route 2. For purposes of this application, Applicant describes the property as two lots for clarity on setbacks—the East Lot and the West Lot.
**Description of Requested Permit**

Applicant proposes converting the existing North Hero House Inn and Restaurant into a residential project comprised of nine condominium units and one single family dwelling. The east lot is proposed to support three multi-family structures. Each structure will contain three apartment-style residences, with each residence to be privately owned.

The west lot is proposed for use as a single-family residence and will include overflow vehicular parking and waste disposal storage for the east lot. All land would be owned in common. No commercial or industrial operations are proposed.

The plan envisions demolishing the current three buildings on the east side and constructing three new structures while the Inn would be remodeled and converted to a single-family dwelling. The current commercial kitchen and greenhouse would be taken down. Three outbuildings would be demolished: “The Stables, Shed and Cottage” while a new parking garage with nine spaces and a dumpster pad would be erected in their place. Additional parking on the grass would accommodate overflow parking.

**Conditional Use Review**

Conditional use approval is requested for the Permit as defined in section 6.1A of the North Hero Development Regulations (8/26/14) (NHDR). The applicant seeks to change land use by closing the commercial Inn and Restaurant and establishing nine new condominium style residences along with a single-family residence in the Inn building – also a part of the condominium association. Buildings shown in Exhibit MM (Steamship Pier Condominiums) as stables, shed and laundry along the west property line will be removed. A new garage and a modification of an existing garage are planned. The applicant proposes to create common areas including a recreation area on the present earthen pier and a swimming beach. The Applicant also proposes a Residential Marine Association. The common areas are to be for resident use only. Parking is planned, but no changes are proposed for circulation. The applicant also addressed height, landscaping, signage, lighting, construction noise, storm water mitigation, water and sewage, and flood hazard zoning.

**FINDINGS OF FACT**

1.0 **Residential Development**

1.1 **Condominiums**
Applicant seeks to change a conditioned use to a residential use which is a permitted use in the Village District. Applicant proposes the discontinuation of all commercial activity—conditioned use under NHDR.

**Condition:** Applicant withdraws all current commercial conditioned use of the entire property. This may be phased in as individual buildings are converted, with all commercial use being discontinued within a three-year period from the start of construction.

1.2 **The Applicant Proposes reconstruction of the three East Shore buildings**

Applicant requests that a set back by conditional use for the three residential buildings located on the east side of Route 2 be permitted as per Section 9.2 of the Bylaws.

**Finding:** These nonconforming structures were in existence before the effective date of NHDR. The set back by conditional use allows improvements to these pre-existing, nonconforming structures.

**Finding:** The buildings would retain the setbacks established by the current footprints on both the road and lake sides of the structures. Additionally, Applicant proposes to utilize the provision of Section 9.2 to allow lateral extensions of the buildings.

**Finding:** Under the provisions of 9.2, the proposed improvements will not increase the degree of non-conformity. Page 2 of Exhibit PP shows that the proposed improvements fall within the setbacks established by the front and back of each building.

**Finding:** The reposition of the buildings will result in the reduction in the non-conforming setback from the lake and the road.

1.3 **The Applicant Proposes Garage Be Constructed**

A new garage and a modification of an existing garage are planned. Residential use allows accessory structures and are a permitted use as per Section 5.1.

**Finding:** The proposed structures meet setbacks.

**Finding:** A building permit for all new construction is required from the Zoning Administrator.
1.4 Construction

Applicant proposes to remove buildings, and to demolish the three buildings on the east side of Route 2 and replace them with new construction. The applicant proposes to limit construction noise.

Condition: Construction hours shall be limited to 8am to 5pm Monday through Friday.

1.5 Zoning Consideration

Conditions:
- The property use is merged for zoning purposes.
- The Permit is granted to Butler Island Enterprises and its successor/s.
- The property may be held by multiple individuals, but the sale of units shall not create a subdivision and the permit is non-separable.
- No residential unit or property is separable from the merged property for sale.
- Any changes, modifications, or amendments of this permit for further development shall be requested by the collective entity (The Homeowner’s Association/HOA) and not by any one or more individuals.

1.6 Conditional Uses (Section 6.1 Review Standards)

Finding: Applicant testified the proposed project will reduce local traffic impacts from the existing property uses and will decrease water demand.

1.7 Character Of The Neighborhood Area, Or District Affected.

Finding: The North Hero Town Plan a) encourages the protection, preservation and maintenance of significant historical sites, structures, and development patterns within the village and town, and b) encourages the historic New England Village settlement pattern in larger developments to minimize environmental impact in the Village District and other districts.

Finding: The clustering of housing within the Village creates a fairly high-density resource and provides efficient use of utilities.

Finding: The proposed plan results in no significant change to the building architecture. The site design does not affect the physical character of the Village district.
Conclusion: The change of use from an Inn and Restaurant is significant to the Village, the Board concludes that residential use, as well as site and design plans are consistent with the Village's character and that the proposed changes to support residential occupancy in the Village District is in keeping with the District's intent, as indicated by the District's allowance of multi-family housing. The proposed condominium development represents a total decrease in the number of units from hotel use thereby making the property less non-conforming.

1.8 Common Areas

Applicant proposes the creation of common areas including a recreation area on the present earthen pier and a swimming beach. The common areas and the swimming area are to be for residents and guests only. The common area for residents is located on the pier which extends into the lake and is accessed between the three buildings on the east side of Route 2.

Condition: That common areas are for the benefit of residents and lease, sale, or the rental of common areas constitutes a commercial use and is not permitted.

1.9 Residential Marine Association

Applicant proposes to create a Residential Marine Association for permanent dockage for nine boats and guest moorings. The HOA will only be a benefit to members of the Homeowner's Association/residents and will be strictly limited to use by the residents of the Association and their guests. The applicant also proposes no retail business associated with the dockage, including food, laundry, or commercial boat repairs or fuel. Docking rights will be retained by the HOA and only be leased to HOA owners, and that those leases will be separate from individual condo ownership.

Finding: A Residential Marine Association is permitted under the provision of Section 8.12 and are described as "any commonly held shoreline property which is a common element of or an appurtenance to a residential development on the same or adjacent property that provides access to the shoreline for more than two (2) residences."

Finding: The property has the 200 feet of consecutive shoreline frontage required. Since the yacht club is for condo residents, there is no need for parking.

Finding: Floating Docks are a pre-existing condition. The applicant proposes to continue the use of floating docks to the north of the pier, including one adjacent to the pier and two floating docks perpendicular to the pier.
204 **Condition:** Yacht Club access is limited to the docking of the boats that belong to condo owners and guests. There will be no access to overnight habitation on boats. An area for dinghies shall be provided off swimming beach area.

209 **Condition:** Access to slips and/or moorings is limited to condo owners and guests. No rental or leasing of access to non-residents is permitted.

### 2.0 Parking

2.1 Applicant proposes that each dwelling unit be provided one outside parking space and one garage space.

**Finding:** The Bylaws require two spaces per residence, or 20 spaces. 31 spaces are shown on the site map Exhibit MM (Steamship Pier Condominiums).

- 11 spaces on the east side of Route 2
- 3 spaces adjacent to the former Inn
- 9 spaces in the garage
- 5 spaces along the western property line
- 3 spaces at the rear of the property.
- Of these, two are handicapped spaces.
- Overflow parking for 8 cars on a grass section at the western property line is shown.

**Finding:** The proposed parking, as per spaces required, is permitted.

2.2 The parking area on the east side of Route 2 requires a new retaining wall be constructed to permit greater lengths to parking spaces. The applicant has requested that the State DEC allow expansion of that area.

**Finding:** The proposed bank construction meets the standard of Bylaw 7.8 and is permitted with the following condition.

**Condition:** A zoning permit for the retaining wall is required for land development. See Articles 4, 10.2 A 1c and 10.2 A 2d. The Applicant is required to obtain a state permit for the retaining wall and file it with the Town.

### 3.0 Driveways And Access Standards
The applicant proposes no changes for circulation or access Section 7.7.

**Finding**: The overall circulation is a pre-existing condition.

**Finding**: Applicant testified that the existing Inn and Restaurant generates 484 trip ends on a Saturday and that the proposed residential uses will theoretically reduce this average daily traffic to 43 trip ends—a reduction of over 90 percent.

**Finding**: The proposed project will reduce local traffic impacts.

### 4.0 Other Town Bylaws In Effect

The applicant also addressed height, landscaping, signage, lighting, construction noise, storm water mitigation, water and sewage, and flood hazard zoning.

### 4.1 Adequacy Of Landscaping And Screening (Section 7.3)

**Finding**: The existing landscaping and screening (including fences) are being retained to the extent possible, and additional plantings are proposed at: the southerly end of the east lot (to meet Vermont Shoreland Protection requirements), on the east side of US Route 2 adjacent to “South Wind” (to provide aesthetic and noise screening for the residents of South Wind), and along the westerly boundary of the west lot (to screen the proposed garage and parking area from the neighboring property).

**Condition**: Lighting will conform to NHDR Section 7.4.

### 4.2 Adequacy Of Waste Management Plan

A waste storage area is proposed on the westerly side of the west lot, to serve both lots. This area consists of a concrete pad (sized to support dumpsters for waste, recycling, and composting), enclosed by screened fencing.

Construction and renovation generated waste will be the responsibility of the specific Contractors for disposal in accord with Vermont’s “Solid Waste Management Rules”.

### 4.3 Wastewater System (Septic) And Potable Water Supply (Section 7.12)
Applicant proposes changes to the connections to the existing Town of North Hero
Water System. The applicant also proposes to add a new east lot wastewater collection
and pumping system located on the pier for the three buildings on the east lot. This new
system will be connected through the existing force main piping to the existing tanks
and mound located on the west lot.

4.3.1 Water Supply System

The applicant proposes to replace the existing Town of North Hero water connection for
the three buildings on the east side of U.S. Route 2 highway and relocate the curb box,
valve, and the supply piping to each unit. The engineering design documents (Exhibit
PP) provide details for the supply water utility connection that includes a North Hero
Water System Residential Connection Checklist.

4.3.2 Wastewater System:

The applicant proposes to add a new wastewater pumping system on the pier as shown
on Exhibit PP Steamship Pier Condominiums & Marina, Sheet 4 of 8 entitled “Utility
Plan” with further details provided on sheets 5 of 8 and 6 of 8.

The pumping system includes a new 5500-gallon septic tank, a 1500-gallon pumping
station and a valve chamber, all located on the pier. The rim and access covers for the
system will be at 102.5 and 103.0 feet above sea level to finish grade with the pier at
that location. This system will connect to the existing wastewater treatment system on
the west lot with a connection to the existing forced main piping. The tanks and covers
shall be watertight and after setting in place the tanks will be tested for watertightness.
Applicant testified the force main will be pressure and leakage tested.

Finding: All structures and uses that generate wastewater or require access to potable
water may be required to obtain a Wastewater and Potable Water Supply Permit from
the Vermont Department of Environmental Conservation (DEC) in accordance with 10
V.S.A. Chapter 64 and the Wastewater System and Potable Water Supply Rules (dated
September 29, 2007, or as revised from time to time by the DEC).

Finding: Applicant proposing land development that generates wastewater or requires
access to potable water must contact the Agency of Natural Resources District Permit
Specialist to determine if such a permit is required.

Condition: If a DEC permit is required, all conditions including those addressing design,
capacity, and/or location required by the DEC for permitting must be satisfied prior to
implementation of this permit.
Condition: If a DEC permit is not required, written proof from the DEC must be provided to the ZA prior to implementation of this permit.

Condition: It is the responsibility of the Applicant to make sure that all requirements of the Town of North Hero Water System are met for the connection to the water supply.

Condition: It shall be unlawful to use or occupy any new principal structure requiring a Wastewater and Potable Water Supply Permit until a Certificate of Occupancy has been issued by the ZA.

4.4 Stormwater Management and Erosion Control

Finding: The applicant has filed Stormwater Management Plan with the State. That plan is detailed on Exhibit OO (Steamship Pier Condominiums) or Exhibit MM and meets the standards of Section 7.11.

4.5 Flood Hazard Zoning

Finding: The proposed development of the three residential buildings on the east side of Route 2 are located in the Flood Plain (see current FEMA maps in Town Office). Flood Hazard Regulations pertain to development: as per Article 10.1. The standards apply to development in land which is measured from the 102' elevation contour as per North Hero Bylaws. The Board and the Applicant are cognizant of the fact that recently (2011) the lake level has been above this level. The Base Flood level as described in the Bylaws is "having a one percent chance of being equaled or exceeded in any given year (commonly referred to as the 100-year flood)."

Article 10: Flood Hazard Regulations requires the DRB to address the following:

Finding: Article 10 requires that this Conditional Use review include the proposed Residential Marine Associations and shoreline stabilization measures.

Finding: The proposed Residential Marine Association is included in this decision.

Finding: The proposed retaining wall construction to extend the parking on the east side of Route 2 is permitted with the following conditions.

Condition: A building permit for the retaining wall is required as per pre-stated Parking condition.
Finding: Section 10.3 B also requires that the Town submit the proposed development to the Vermont Agency of Natural Resources for comment in accordance with 24 V.S.A. §4424(D).


Finding: With regard to Article 10.4, the DRB finds that the proposed development including the Water Supply Systems will be at or above 105.0' elevation contour.

Finding: With regard to Article 10.4, the DRB finds that the proposed development including the Water Supply Systems will be at or above 105.0' elevation contour.

Finding: With regard to Article 10.4 I, Sanitary Sewage Systems, the Board finds that "...new and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters." A new septic transfer tank is proposed. The tank is to be located on the pier which is in the Flood Hazard Zone. The body of the tank is to be placed below ground. The access to the top of the tanks will be at ground level, which is between 102.5 and 103.0 elevation.

Finding: That the ZA must submit all proposed application for development in the Flood Hazard Zone to the Vermont Agency of Natural Resources in accordance with 24 V.S.A. §4424(D) for comment prior to issuing building permit per section 10.3 (B) of NHDR.

Finding: Applicant testified that before burying the tanks (both the septic tank and the pumping station), the tanks as well as the seals on the inflow and outflow are to be certified to be watertight.

Condition: If DEC and FEMA permits are required, all conditions including those addressing design, capacity, and/or location required by the DEC and FEMA for permitting must be satisfied prior to implementation of this permit.

Condition: That the opening to the service access to the tanks be constructed so that no effluent be able to leak out of the tank, including through that opening.

Condition: That a certificate of compliance per 4.2 be issued by the ZA after receipt of documentation by the appropriate State agency(ies) stating that the system is watertight and constructed with materials resistant to flood damage below the base flood elevation as required by NHDR Section 10.4G.3.
Finding: Article 10.5 requires findings that standards for review of nonconforming structures are met and may approve the repair, relocation, replacement, or enlargement of nonconforming structures.

Finding: With regard to 10.5 1, the DRB finds that because the proposed use is residential, this section for nonresidential use does not apply.

Finding: With regard to 10.5 2, the DRB finds that the repair, relocation, or enlargement of the nonconforming structure will not increase flood levels.

Finding: With regard to 10.5 3, the proposed nonconforming structures are to be placed at an elevation of 105 feet.

Finding: Article 10.7 requires that the following be kept in the zoning file for Parcel ID 07-03-19 at the Town Offices.

a. All permits, including Town, State, and Federal, issued for development in areas of special flood hazard.

b. The elevation, in relation to mean sea level, of the lowest floor, including basement, of all new or substantially improved buildings. The Site Plan submitted satisfies this requirement.

c. As per Article 4.2, a certification, that the elevation, in relation to mean sea level, to which buildings have been floodproofed.

Condition: Except as noted, the filing of these permits with the ZA shall be the responsibility of the Applicant.

5.0 REQUIRED DOCUMENTATION

A site plan is described in Section 6.1C3.

Finding: The qualifications of Jay Buermann, of Buermann Engineering, LLC meets this requirement, and should be included in the document as presented by the Exhibit PP.

Condition: Submit a site plan in accordance with 6.1C3, to be approved by the DRB, and recorded with the Town Office.

Additional Facts
Application 2020-82DRB seeking a Conditional Use Review was submitted by Butler Island Enterprises on September 17, 2020.

On September 23, 2020, a notice of public hearing was published in the Islander.

On September 19, 2020, a notice of public hearing was posted on Front Porch Forum.

On September 22, 2020, a notice of public hearing was posted at the following places:
- Town of North Hero municipal clerk’s office
- Harborside Harvest Market
- The Town of North Hero’s website: www.northherovt.com

On September 23, 2020, a notice of public hearing was posted at Hero’s Welcome.

On September 24, 2020, a permit poster providing notice of public hearing was posted in the US Route 2 facing window of The North Hero House Inn & Restaurant located at 3642 US Route 2.

On October 8, 2020, a public hearing for a Preliminary Plan Review was held.

Applicant and representative Nate Hayward appeared via Zoom.

Chico Martin, Linda Cantrell and Tracy Giroux were present via Zoom and sworn in as interested parties.

Continued public hearings for the Preliminary Plan Review were held on the following dates:
- 1.1. November 12, 2020
- 1.2. December 10, 2020
  - 1.2.1. Alice McCurdy was present via Zoom and sworn in as an interested party.
- 1.3. January 14, 2021
- 1.4. June 10, 2021

On November 29, 2021, a public hearing for Final Plan Review was held.

Applicant and representatives Jay Buermann, Buermann Engineering, LLC and Nate Hayward, appeared via Zoom. Jeff van den Noort was present and sworn in as an interested person.

During the course of the hearing on November 29, 2021, and upon which this decision is based, the following exhibits were submitted and accepted:
A final hearing was held on January 13, 2022.

Applicant and representatives Jay Buermann and Nate Hayward appeared via Zoom.

During the course of the hearing the following exhibits were submitted:

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All public hearings were held in compliance with North Hero Development Regulations (8/26/14) Sections 1.3, 1.5, 2.1, 2.3, 2.4, 6.2, 7, 9 & 24 VSA §4412 & §4414.

The subject property is a 3.2-acre lot collectively located on the East and West sides at 3643 – 3692 US Route 2 with parcel ID 07-03-19.

The property is located in the Village District as described in section 3.1 of North Hero Development Regulations (8/26/14).

CONCLUSION OF LAW

Based upon these findings, and subject to the conditions contained herein, the Development Review Board approves, with 7 votes in favor and 0 against, application 2020-82DRB subject to the following additional conditions:

Conditions specific to application:

A final mylar of the site plan which meets the specifications of North Hero Development Regulations (8/26/14) Section 6.1 (C) must be approved by the DRB and submitted to the North Hero Town Clerk for recording.

No development, change in use, nor building construction is permitted until the Applicant meets all conditions & stipulations of this order.

All permits and compliance certificates issued by the State of Vermont or Federal Government must be filed with the Town of North Hero before any demolition or construction can begin. State Permits and/or compliance certificates to be filed by applicant with town including but not limited to: Wastewater, Flood Hazard notification, Highway parking lot including embankment, and/or Shoreland Protection Permit.

A zoning permit, issued by the ZA, is required for all activity including garages, east condos, new addition on house, retaining wall of east parking, Buildings, Bank, Septic on pier.

No change in the proposed use is allowed without prior approval by the DRB. Any unauthorized change in use constitutes a violation under Section 2.6 of the North Hero Development Regulations (8/26/14).

Notice: This decision may be appealed to the Vermont Environmental Court by an interested person who participated in the proceeding before the Development Review Board. Such appeal must be taken within 30 days of the date of this decision, pursuant 24 V.S.A. § 4471 and Rule 5(b) of the Vermont Rules for Environmental Court Proceedings.
Sincerely,
Delcie Durham
Edwards Porter
Christine Salembier

For the North Hero Development Review Board

CC:
Interested Parties:
Chico Martin
Linda Cantrell
Tracy Giroux
Alice Kingsbury McCurdy
Jeff van den Noort
Zoning Administrator
North Hero Select Board
Listers
Planning Commission
Memorandum of Municipal Action
Copy to Vermont Agency of Natural Resources for comment in accordance with 24 V.S.A.
§4424(D)
CERTIFICATION OF SERVICE

I, Lisa Keyworth, certify that on February 11, 2022, I sent a copy of the attached action of the Development Review Board by certified mail to the property owner and/or applicants and by regular mail to all interested parties as listed below.

Lisa Keyworth - Administrative Clerk

Property Owner:
Butler Island Enterprises
PO Box 207
North Hero, VT 05474

Applicant:
Walter J Blasberg
7219 Crystal Lake Drive
West Palm Beach, FL 33411

Interested Persons:
Garland Martin
1849 Stewards of the ME Church
PO Box 107
North Hero, VT 05474

Jeff van den Noort
PO Box 144
North Hero, VT 05474

Tracy Giroux
North Hero Historical Society
PO Box 175
North Hero, VT 05474

Linda Cantrell
PO Box 6
North Hero, VT 05474

Molly Ann Onofrio
Alice Kingsbury McCurdy
2233 Pine Mill Trail
Leland, NC 28451

Zoning Administrator
North Hero Select Board
Listers
North Hero Planning Commission
Memorandum of Municipal Action
TOWN OF NORTH HERO
Development Review Board
PO Box 38
North Hero, Vermont 05474
www.northherovt.com

February 11, 2022

James & Marie Kilbride
PO Box 164
North Hero, VT 05474

Vivanco Family Trust/Edgar Vivanco
1328 La Granada
San Marcos, CA 92078

RE: Extension for Decision 2021-64DRB

On Thursday, February 10, 2022, the North Hero Development Review Board approved an extension for the conditions of the decision issued on August 25, 2021, for application 2021-64DRB.

If all stipulated conditions of the decision are not met by Thursday, March 10, 2022, approval will expire.

Sincerely,

Hugo Gervais
Zoning Administrator

CC:
Harry Parker, Bauer Gravel Farnham
North Hero Development Review Board
North Hero Select Board