

Town of Burke
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Regular Selectboard Meeting
Burke Community Building
July 6, 2026 - 5:00 PM

Present: Joe Allard, Jerry Booth, Mark Daigle: Selectboard
Travis Courser, James Hinman, John Kascensak, Denton Newland
Linda Hackett-Corey: Town Clerk
Gail Weed: Assistant Town Clerk
Cathi Feeley: Town Treasurer
Mike Harris: Zoning Administrator
James Sullivan: Town Administrator
Dave Kaufman: Road Foreman
Valerie Desmarais: Minutes Clerk

Mark opened the meeting at 5:01.

Mark asked for any agenda amendments, there are none.

Mark asked for a motion to approve the 06/01/26 regular selectboard meeting minutes. Jerry made a motion to approve the 06/01 meeting minutes, Joe seconded, so moved.

Mark asked for a motion to approve the special meeting minutes. Joe made a motion to accept the 06/12/26 Special Meeting minutes as written, Jerry seconded, so moved.

Mark asked for a motion to approve the special meeting minutes. Jerry made a motion to accept the 07/01/26 Special Meeting minutes as written, Joe seconded, so moved.

Dave gave the highway report; there are some electrical issues with the excavator. Dave has an appointment to get this looked at.

A new fence on White School Road is in the town ROW; Mike met with the owner and informed them that the fence is between 2-4' in the ROW. Mike advised the owners that the fence will need to be moved and that the road is scheduled for widening and improvements. If it gets to the point that it needs to be moved for this work and it's not moved, Mike would like to know. There are also boulders at this same property that are impinging on the ROW. Dave noted that he is concerned about winter plowing and possible damage. The property owner has been forewarned. Dave noted the water issue on Burke Hollow Road near the intersection of Burke Green Road; this has been an intermittent issue. Unfortunately, the road will need to be dug up; Dave is asking the board for permission to get some estimates. The trees at a residence along Burke Hollow Road and are in the line of site and they are definitely in the ROW. Dave is asking the board to send a letter to the homeowners to advise them that the trees need to be cut way back. Dave is asking the board to consider options for a detour on Mountain Road to replace a culvert. Jim Hinman noted that the town of Victory had signage warning of a closed road ahead of time; that was a state billboard, Jim Sullivan will investigate this. Dave wants to put some patching material down at Hayden Crossing. Brook Road is deteriorating; Mike met with Nate Sicard; the preliminary plans are in place; there are 5 problematic sections, but Nate is recommending a full fix vs. just fixing the damaged spots. Jim Sullivan is going to present this to FEMA; this could go to bid this fall and get set up for 2027. Jerry noted that something needs to be done before winter. Jim noted that emergency work can

be done on an "as needed" basis. Jim stated that FEMA has provided some funding for this; the main scoping comes in at 850k or so. We have about 500k of that. The bulk of the road is stable. Valerie asked if reducing the traffic would be helpful, there is a lot of "through traffic". Joe wondered about the large boulder stabilization as an option. Jim S. will review the road tomorrow. Cathi noted that there is still a lot of debris in the brook that could impede the stream and cause blockage. Mark asked about ANR; there needs to be a stream rerouting application. Dave noted that there are a lot of damaged and rotten trees in town that are hazardous. Dave had spoken to Neal Lefebvre about getting an estimate but has not heard back, so he is looking for permission to get some other estimates. The grader will require 2 front tires before winter; approximate cost is \$4500 installed. The board is in unanimous approval that Dave moves forward with the new tires.

Jim Sullivan gave the Town Administrator's report: Jim noted that one of the new trees at the Meeting House has failed. There was a guarantee on the trees; Jim Grimes Landscaping will take a look and get back to Jim. Jim went down to Pete's Pond and reviewed the beaver lodge there; there is only one good access point. Jim is worried that if we get any kind of deluge that the dam could let loose or overflow. Travis Courser has a mini excavator that can get down to the problem spot. Jerry asked about anyone called the state; Jim did and there are beaver baffles, but they need to be maintained and that is all that the state can do to mitigate the issue. The FEMA audit was completed; Jim shared the town's purchase policy and the conflict-of-interest policy; FEMA approved the updates, and now Jim needs the board to review and approve. Joe noted that this is the same policy that the town has had; with edits required by FEMA. Mark asked for a motion to accept the policy edits as written, Jerry motioned, Joe seconded. Mark then asked for a motion to accept the Conflict-of-Interest Policy, Joe motioned to accept, Jerry seconded. The Mountain Road grant for paving has been approved. We are being audited by FEMA re: Burke Green Road project; this may be relative to the culverts not being itemized specifically by project. Otherwise, every penny is accounted for. The road crew position has been re-posted for 2 more weeks. It's also posted on the 7 Days paper and website. Mike suggested the VLTC and the Better Roads list serve; Jim will follow up accordingly.

Mike gave the Zoning Administrator's report: Zoning related workload continues to increase; there are a lot of generalized questions re: the permit process that he is fielding. The Baily property tentative auction date is set for 08/15/26 at the Town Clerks office. The town garage is running at about 95% completion; Pike will put the final asphalt down by the end of the month. There may be a need for a local contractor to finish the cold storage area. Mike has a meeting scheduled to verify the commitment. The wastewater system has one easement to resolve; Mike is looking at the end of August to have that completed. The town purchase policy is also on Mike's radar; he had a suggestion for a further edit. Jerry asked for clarification regarding the order of construction; this is being managed and is not an issue. Mark asked about the easement question; the issue is in the center of town and is driven by current water wells and the necessary setbacks.

Review and discuss Roadside Mowing bid: the notice seeking bids has run for 3 weeks and there are no bids submitted. Jim will repost.

Correspondence: acknowledge the notice from state of Vermont re: new fire warden role. The state is requiring the appointment of a Fire Chief; this will continue to be a paid position, but the Town will be paying. The state historically has paid the Fire Warden. Josh Willy is responsible for the coverage for Granby and East Haven. Jim Hinman spoke about this issue; he explained that a positive outcome of this new mandate is the Forest Fire warden will also be a part of the volunteer fire department. Jerry asked for a motion to appoint Tom Villeneuve as Fire Warden. Tom can appoint a deputy chief. Joe seconded the motion for Tom Villeneuve for the town of Burke. So moved. Mark noted Wayne Greers 44 years of service as the Fire Warden. Thank you, Wayne!

Recycle Inspection Report: 06/2426. Steve is aware of the report's findings and will proceed with the recommendations. He will need to send photos of the corrective actions once completed.

Discuss and Sign V-Tel Stipulation; V-Tel is challenging the town appraisal. Cathi noted the lister set the value; which was set by the state. Cathi recommends that this process go back to the state for them to arbitrate. Mark asked for a motion to refer the issue back to the state, Joe motioned, Jerry second, so moved.

Review and Sign State Police Contract 06/26 to 05/27. \$21,144.48 for 4 hours weekly. Mark asked for a motion to renew the contract; Joe motioned, Jerry seconded, so moved.

Executive session: NA

Visitor and Public Comment: NA

Sign Burke Municipal Response to Reappraisal Notice; Cathi noted that this would be for reappraisals in 2028 for 2029.

Approve the 2029 Reappraisal Plan from New England Municipal Consultants: Mark asked for a motion; Jerry made a motion to approve the plan, Joe seconded, so moved.

Discuss sharing the cost of the Sherriff department for the 2026 Burke Fall Festival between the town and the Burke Chamber. Joe motioned to continue the tradition of sharing this expense, Jerry seconded, so moved.

Mark asked for a motion to adjourn the meeting; Jerry made a motion to adjourn, Joe seconded.
The meeting was adjourned at 6:15.

Respectfully submitted,
Valerie Desmarais
Minutes Clerk