Colchester School Board

Meeting Agenda and Packet

October 17, 2023

I.

Call to Order

Agenda

II.	Citizen Participation	
III.	Malletts Bay School Report	Information
IV.	Town of Colchester Easement Request	Action
V.	Quarterly Financial Report	Information
VI.	CSD Budget Timeline and Discussion	Information
VII.	Approval of Consent Agenda	Action
VIII.	Approval of Meeting Minutes • October 3, 2023 5:30 PM (Special • October 3, 2023 6:00 PM (Special) • October 3, 2023 7:00 PM (General)	Action
IX.	Board/Administration Communication, Correspondence, Committee Reports	Information
X.	Future Agenda Items	Information
XI.	Adjournment	

*Meeting Participation and Viewing Options

Meetings are open to the public unless warned otherwise. Colchester citizens have an opportunity to speak or comment on any items listed on the agenda. For topics not listed on the agenda, public comment can be made during the Citizen's Participation agenda item. Please review the Public Comment Rules listed at www.csdvt.org/schoolboard prior to the meeting. If not attending in person, citizens may also participate in the meeting by emailing a prerecorded message to schoolboard@colchesters.org with "Citizens Participation" listed in the subject line. It must be received by noon on the day of the meeting, include your full name and phone number, and follow the Public Comment Rules. LCATV will provide live stream coverage via: www.lcatv.org/live-stream-3.



781 Blakely Road • Colchester, Vermont • 05446 • 802.264.5500

www.colchestervt.gov

August 2, 2023

Town of Colchester School District PO Box 27 Colchester, VT 05446

Re: Malletts Bay Sewers – Blakely Road Sanitary Sewer Force Main Colchester, Vermont - Parcel 07-056002 Property Rights Offer Letter

Dear Town of Colchester School District:

In March, 2022, voters overwhelmingly approved the Malletts Bay Sewer Project to address human waste bacteria in Malletts Bay. This environmental abatement project has been carefully designed to avoid significant growth in the bay area. Approximately 65% of the project will be paid for by grants. The remaining costs will be funded by low interest loans to be repaid by the 289 future users of the system. Future users are those properties within the proposed sewer service area included in this package. Properties outside of the service area, including yours, will pay nothing for this project.

The Town of Colchester is acquiring property rights necessary for the construction of the Malletts Bay Sewers – Sanitary Sewer Force Main on Blakely Road. The force main is needed to convey the sewer flows from Malletts Bay to the Town's existing sewer system at Severance Corners. This is a high-pressure force main that is not suitable for service connections. Therefore, properties along Blakey Road will be unable to connect to this line. As a result of the proposed construction for the sanitary sewer force main, both permanent and temporary easements are required from your property. As the owner of an affected parcel we are offering you \$15,231 for the purchase of these permanent and temporary property rights.

The value we are offering was determined by a waiver valuation process which utilized the size of the easements and the per square foot assessment of the parcel. The basis for the value set forth is summarized on the attached waiver valuation estimate form sheet.

Included with this letter are the following:

- Warranty Deed of Easement, for your review and signature.
- Exhibit A: Right-of-Way Plan showing the sanitary sewer force main design relative to your property.
- Waiver Valuation Estimate Form, for your reference.
- Property Card, for your reference.
- Proposed Sewer Service Area, for your reference.

We are proud to be one of Money Magazine's 50 Best Places to Live in America



Please call or e-mail me if you have any questions. In any case, I will plan on checking back with you in one to two weeks to see if you require any further information or have any questions.

Sincerely,

Jergan L. Blarne

Bryon K. Osborne Director of Public Works E: bosborne@colchestervt.gov P: 802.264.5620 | F: 802.264.5503

Enclosures:

- 1. Warranty Deed of Easement
- 2. Exhibit A: Right-of-Way Plan
- 3. Waiver Valuation Estimate Form
- 4. Property Card
- 5. Proposed Sewer Service Area

WARRANTY DEED OF EASEMENT

KNOW ALL PERSONS BY THESE PRESENTS:

That, THE TOWN OF COLCHESTER SCHOOL DISTRICT, a municipal corporation in the

Town of Colchester, in the County of Chittenden, and State of Vermont, GRANTOR, in the consideration of One and More Dollars, and other valuable consideration tendered to Grantor's full satisfaction by the **TOWN OF COLCHESTER**, a Vermont municipal corporation in the County of

Chittenden and State of Vermont, GRANTEE, by these presents, do freely GIVE, GRANT, SELL,

CONVEY AND CONFIRM unto the said Grantee, TOWN OF COLCHESTER, and its successors

and assigns forever, such permanent and temporary rights and easements for the purpose of constructing and maintaining a sanitary sewer force main and associated improvements for public use

over, on and through lands of the Grantors in the Town of Colchester, County of Chittenden, and

State of Vermont, described as follows:

Being a part of the same land and premises conveyed to the Town of Colchester School District, by Warranty Deed of George L. Sheppard and Lydia M. Sheppard dated December 8, 1958 and recorded at Volume 7, Pages 50 of the Town of Colchester Land Records (the "Property").

Being #425 Blakely, together with all rights and easements therein, as shown on Figure No. 2 of the plan entitled "Colchester Town S.D. 425 Blakely Road Easement" prepared by Aldrich + Elliot Water Resource Engineers, attached as Exhibit A hereto and on file in the Town of Colchester Land Records (the "Plan"). The rights and easements conveyed herein are more particularly described as follows:

Permanent Easement

The permanent easement, as shown and depicted on the Plan and as described below, is intended to grant and convey to the Grantee those property rights necessary and incidental to use and to construct and reconstruct, operate, alter, inspect, maintain, test, replace, repair, remove, and change the size of a sanitary sewer force main with related improvements, some or all of which are to be located on the Property. The permanent easement is more particularly described as follows:

A permanent easement for constructing, maintaining, accessing, and servicing a sanitary sewer force main, and all improvements and appurtenances thereto, in an area of 30,783 square feet, more or less, as shown on the Plan.

Grantor, for itself and its successors and assigns, hereby covenants not to modify the contour of said easement areas, or place any obstacles, structures, landscaping, or other improvements within said easement areas which shall prevent or interfere with Grantee's ability to use such easements and rights-of-way.

Temporary Easement

In connection with planned construction of a sanitary sewer force main upon and adjacent to Grantor's land, Grantor, for itself and its successors and assigns, hereby conveys the following temporary easement. The temporary easement shall expire once construction and improvements are complete. The temporary easement is more particularly described as follows:

A temporary easement to enter upon the land of the Grantors during the period of construction to construct a sanitary sewer force main, and all improvements and appurtenances thereto, in an area of 8,346 square feet, more or less, as shown on the Plan.

The Town of Colchester shall have the right to remove all trees, logs, stumps, protruding roots, brush, duff, and other objectionable materials, structures, growth, and any other thing of whatever kind or nature from said easement area.

Construction, Maintenance and Repair

Any construction, maintenance and/or repairs shall be at the Grantee's sole cost and expense, completed within a reasonable period of time, in cooperation with the Grantor and in such a manner that the Grantor's operations are not affected.

Restoration

As a condition hereof, Grantee shall, upon completion of construction activities, return the ground vegetation, topsoil or asphalt disturbed to its prior condition, so far as practicable.

Reference is hereby made to the Plans in further aid of this description and the extent and nature of the easement rights granted herein.

Reference is hereby made to the above-mentioned instruments, the records thereof, the references therein made, and their respective records and references, in further aid of this description.

TO HAVE AND TO HOLD all said granted premises, with all the privileges and

appurtenances thereof, to the said Grantee, TOWN OF COLCHESTER, a Vermont municipality,

and Grantee's successors and assigns, to Grantee's own use and behoof forever;

And the said Grantors, THE TOWN OF COLCHESTER SCHOOL DISTRICT, for

Grantor and Grantor's successors and assigns, do covenant with the said Grantee, and Grantee's

successors and assigns, that until the ensealing of these presents Grantor is the sole owner of the premises, and has good right and title to convey the same in manner aforesaid, that they are **FREE**

FROM EVERY ENCUMBRANCE, except as aforesaid, and except for all mortgages and easements as may appear of record, provided that such exception shall not reinstate any such easements previously extinguished by Title 27 Vermont Statutes Annotated, Chapter 5, Subchapter 7; and Grantor, for Grantor and Grantor's successors and assigns hereby engages to **WARRANT AND DEFEND** the same against all lawful claims whatever, except as aforesaid.

IN WITNESS WHEREOF, THE TOWN OF COLCHESTER SCHOOL DISTRICT,

hereunto sets its hand and seal this ____ day of ______, 20___.

TOWN OF COLCHESTER SCHOOL DISTRICT

By:___

Its Duly Authorized Agent

STATE OF VERMONT CHITTENDEN COUNTY, SS

At _______ this _____ day of ______, 20___, ____, duly authorized agent for the TOWN OF COLCHESTER SCHOOL DISTRICT, personally appeared and they acknowledged this instrument, by them sealed and subscribed to be their free act and deed and the free act and deed of the TOWN OF COLCHESTER SCHOOL DISTRICT.

Before me,

Signature of Notary Public

Type or print name of Notary Public

Commission No.

Commission Expiration Date:

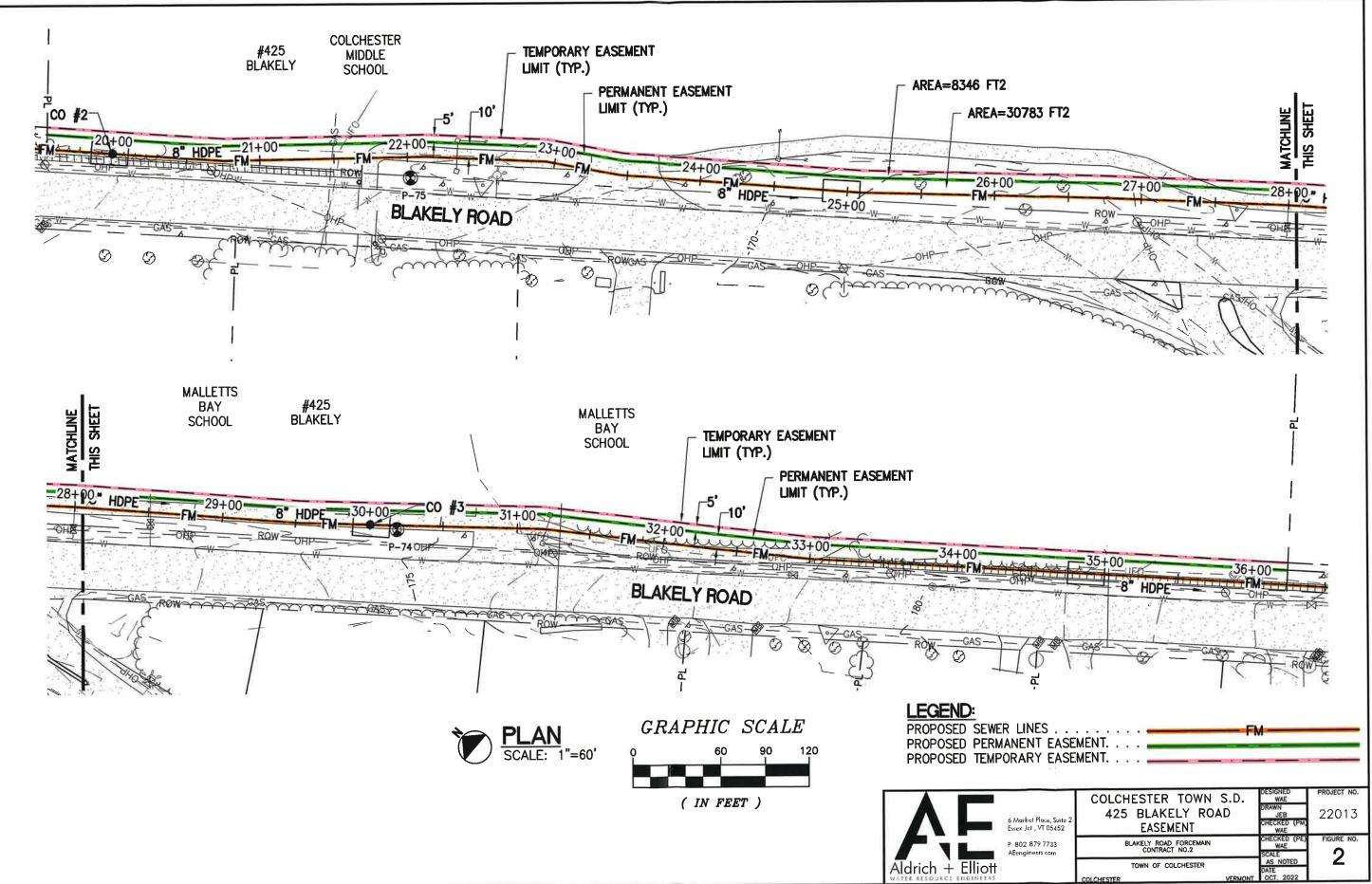
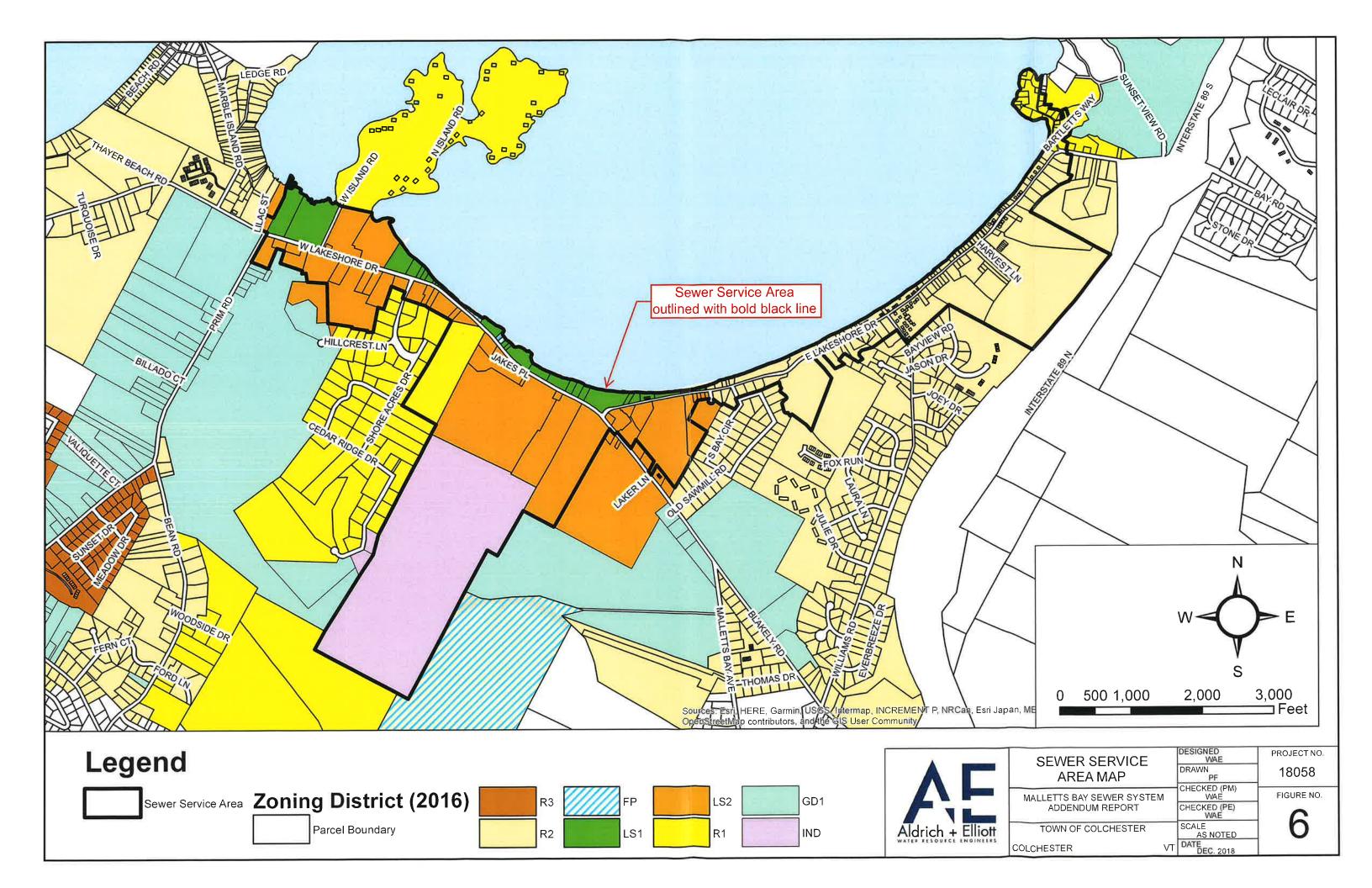


Exhibit A



Town of Colchester School District - 425 Blakely Road

Waiver Valuation Calculations

			Per	manent Easement	t				
Parcel ID	Property Address	Lot Size (sf)	Assessed Value (land)	Equalization Factor	Equalized Value (land)	Easement Size (sf)	Discount Factor ⁽²⁾	Cost per Square Foot	Easement Value
07-056002	425 Blakely Road	1,681,416	\$588,300	80.30%	\$732,627.65	30,783	1	\$0.44	\$13,413

			Ten	nporary Easement	t				
 Parcel ID	Property Address	Lot Size (sf)	Assessed Value (land)	Equalization Factor	Equalized Value (land)	Easement Size (sf)	Discount Factor ⁽²⁾	Cost per Square Foot	Easement Value
07-056002	425 Blakely Road	1,681,416	\$588,300	80.30%	\$732,627.65	8,346	0.5	\$0.22	\$1,818

Total: \$15,231

Notes:

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1) - The discount factors used in this land appraisal and easement valuation are 1.0 for permanent easements and 0.50 for temporary easements. These discount factors are consistent with those used on similar projects which were approved by the Right-of-Way Section of the Vermont Agency of Transportation.

2) - Lot square footage and assessed value taken from property record card

3) - Permanent and temporary easement square footage provided by Aldrich + Elliott

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					CONSENT AG	ENDA				
				Board Mee	ting Date: O	ctober 17,	2023			
				Licensed Emp	ployees (Teac	her/Admin	istrator)			
Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
			Non-	Licensed Employee	es (Support St	taff), Board	Approval Required			
Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
				Non-Licensed Emp	oloyees (Supp	oort Staff), I	nformational			
Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Handbook	Mark	Ellingson	Resignation	Activities & Athletic Director	Full Time	CHS	Notice of Resignation			
Support Staff	Erica	Lovejoy	Resignation	Administrative Assistant II	40.0	CHS	Notice of Resignation			
Support Staff	Holly	Bessette	Resignation	Administrative Assistant I	37.5	CHS	Notice of Resignation			
Support Staff	Ndayisenga	Vandame	Termination	Behavior Interventionist	40.0	CMS	Notice of Termination			
Co-Curriclar	Matthew	Bouffard	New Hire	Assistant Hockey Coach	25.0	CHS	Notice of Hire	Colby Blondin	Yes	Yes

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting, Special Meeting Room 114A, Colchester High School Tuesday, October 3, 2023 5:30 p.m.

MINUTES

The Colchester Board of Education held a Special Board Meeting on Tuesday, October3, 2023. Those in attendance included Board Chair Lindsey Cox, Board Directors Nic Longo and Felix Anderson, Superintendent Amy Minor, Principal Michele Cote, faculty members Rebecca Sofferman and Cori Giroux-Williams, the student, and their family.

I. Call to Order

Board Chair Lindsey Cox called the meeting to order at 5:30 p.m.

II. Executive Session: Student Hearing

Director Longo moved to enter executive session at 5:31 p.m. to conduct a student hearing. The motion passed unanimously.

III. Adjournment

Director Anderson moved to exit executive session and adjourn at 6:45 p.m. The motion passed unanimously.

Recorder:

Board Clerk:

Meghan Baule Recording Secretary Ben Yousey-Hindes Board Clerk

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting, Special Meeting Room 114A, Colchester High School Tuesday, October 3, 2023 6:00 p.m.

MINUTES

The Colchester Board of Education held a Special Board Meeting on Tuesday, October3, 2023. Those in attendance included Board Chair Lindsey Cox, Board Directors Nic Longo and Felix Anderson, Superintendent Amy Minor, Principal Michele Cote, School Counselor Cori Giroux-Williams, the student, and their family.

I. Call to Order

Board Chair Lindsey Cox called the meeting to order at 5:30 p.m.

II. Executive Session: Student Hearing

Director Longo moved to enter executive session at 5:31 p.m. to conduct a student hearing. The motion passed unanimously.

III. Adjournment

Director Anderson moved to exit executive session and adjourn at 6:45 p.m. The motion passed unanimously.

Recorder:

Board Clerk:

Meghan Baule Recording Secretary Ben Yousey-Hindes Board Clerk

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting Colchester High School Media Center Tuesday, October 3, 2023 7:00 p.m.

MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, October 3, 2023, in the Colchester High School Media Center. Board members in attendance were Board Chair Lindsey Cox, Directors Nic Longo, Ben Yousey-Hindes, Felix Anderson, and Student Representative Phoebe Richardson. District administrators and employees in attendance included Superintendent Amy Minor, Director of Curriculum Gwen Carmolli, and Colchester Middle School Principal Michele Cote.

I. Call to Order

Board Chair Lindsey Cox called the meeting to order at 7:00 p.m. and led in the Pledge of Allegiance.

II. Citizen Participation

None.

III. Colchester Middle School Report

Principal Michele Cote provided an overview of enrollment, staffing, academic and behavior data, and participation rates for cocurriculars at the middle school. She shared the goals the administrators and leadership team have been working towards and outlined some of the facility needs that are presenting challenges. The board discussed some of the trends noted during the presentation and asked some follow-up questions.

IV. First Reading of Long Term Leaves of Absence Without Pay Policy: D13 Action

The policy was last reviewed in 2015 and is being looked at as part of the district's review cycle. The district's attorney recommended the board make a few changes. It was noted that the type of leave outlined in this policy is discretionary and does not give employees entitlement to unpaid leave without benefits. It was also explained that not all districts have a policy like this one. It is not a required or recommended policy in the manual maintained by the Vermont School Board Association (VSBA). The board discussed how often the policy has been referenced and determined to keep it in the district manual with the proposed edits suggested by the attorney. They also considered some additional edits the bring forward at the second reading.

Director Yousey-Hindes moved to approve the first reading of the Long Term Leaves of Absence Without Pay: D13. The motion passed unanimously, 4-0

V. Approval of Contract Agreement with Association of Colchester Administrators Action

Board Chair Cox provided an overview of the agreement that was reached with the ACA. She highlighted the collaborative process between the two negotiation teams and the honest assessment that took place to ensure Colchester can retain current administrators and attract both internal and

Information

				C	ONSENT AG	ENDA				
				Board Mee	ting Date: O	ctober 3, 2	023			
				Licensed Emp	loyees (Teac	her/Admini	strator)			
Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
			Non	-Licensed Employee	s (Support St	aff), Board /	Approval Required			
Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
				Non-Licensed Emp	loyees (Supp	oort Staff), Ir	nformational			
Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Support Staff	Deborah	Rabideau	Resignation	Homebound Tutor	10.0	CHS	Notice of Resignation			
Support Staff	Tricia	Reynolds	Resignation	Paraeducator - SpEd	32.5	MBS	Notice of Resignation			
Handbook	Donna	Cross	Resignation	Special Education Driver/Courier	40.0	DW	Notice of Resignation			
Handbook	C. Alec	Kozlowski	New Hire	Performing Arts Center & Visual Media Specialist	40.0	DW	Notice of Hire	New Position	Yes	Yes
Support Staff	lan	Trance	New Hire	Paraeducator - SpEd	32.5	MBS	Notice of Hire	Nilima Abrams		
Support Staff	Robert	King	New Hire	Maintenance Worker	40.0	DW	Notice of Hire	New Position	Yes	Yes
Support Staff	Avery	Kupferer	New Hire	Library Assistant (para)	32.5	CHS	Notice of Hire	Cynthia Barnes		
Support Staff	Chiza	Modelina	New Hire	Custodian	40.0	Floater	Notice of Hire	New Position	Yes	Yes
Co-Curricular	James	Olson	New Hire	Girls Tennis Head Coach	25.0	CHS	Notice of Hire	Mark Ellingson		

Action

Information

external candidates. The new agreement adjusts the salary matrix and provides annual increases of 7%, 4.95%, and 4% over the three years. The ACA has already ratified the agreement.

Director Anderson moved to approve the collective bargaining agreement with the Association of Colchester Administrators for the years 2024-2027 as outlined. The motion passed unanimously, 4-0.

VI. **Approval of Consent Agenda**

The following consent agenda was reviewed by the board. There were no licensed employees listed that required approval.

VII. **Approval of Meeting Minutes**

- September 19, 2023 (General)
- September 25, 2023 (Special)

Director Longo moved to approve the minutes from the general meeting held on September 19, 2023, and the special meeting held on September 5, 2023. The motion passed unanimously, 4-0.

VIII. **Board/Administration Communication, Correspondence, Committee Reports** Information

- PreK-2 facility committees are being formed to meet with architects.
- The CHS bathroom is almost complete and will open following an inspection.

IX. **Future Agenda Items**

- School reports •
- Continuation of the Policy Review Cycle
- Budget timeline •

X. Executive Sessions to Discuss a Personnel Matter and a Student Matter Action

Director Anderson moved to enter executive session to discuss a personnel matter and a student matter at 8:14 p.m. The motion passed unanimously, 4-0.

XI. Adjournment

Director Yousey-Hindes moved to exit executive session and adjourn at 9:01 p.m. The motion passed unanimously, 4-0.

Recorder:

Board Clerk:

Meghan Baule Recording Secretary Ben Yousey-Hindes **Board Clerk**