

GUILFORD SELECTBOARD - REGULAR MEETING
Monday, November 28, 2016, 6:30 pm, 236 School Road, Guilford, VT

MINUTES

- I. Call to Order- Called to order at 6:30 PM
- II. Recognition of Public: Steve Lembke (Floodplain Administrator); Alyssa Sabetto (Windham Regional Commission); Ian Kiehle (BCTV); Rick Zamore and Sara Coffey (Broad Brook Community Center); Kristin Mehalick, Alex Beck, and R.T. Brown (SeVEDS); Laura Sibilgia (Vermont State Representative and SeVEDS)
- III. Rules of Procedure
- IV. New Additions - None
- V. Changes to Agenda Order
Move introduction of Town Administrator to New Business
- VI. Approval of Minutes
Regular Meeting - November 14, 2016 –**ACTION** Troy moved to adopt the minutes as written; Gordon seconded. All were in favor. None were opposed. Gordon abstained because he had not had a chance to read the minutes. Motion carried.
- VII. New Business
 - a. Town Administrator – Sheila Morse introduced Peder Rude and noted that he is already finding his way around the office and our procedures and proving immensely helpful in different areas in just two weeks, notably that of tech support. He’s met many of Guilford’s elected and appointed officials already; we invite people to stop in and get acquainted.
 - b. SeVEDS request for Social Services appropriation FY2018 – Kristin Mehalick along with the other three SeVEDS representatives:
 - i. Kristin passed out an informational flyer and introduced Alex Beck. Alex provided an overview of their programs. Dick asked if they reach out to the farming community. Alex noted that Food Connects & Strolling of the Heifers provide training and are partners. Kristin further explained the BDCC/SeVEDS handout (see attached). R.T. Brown explained the Windham County EDP (see attached) and noted that their annual report is also available online. Laura Sibilgia explained why they approach municipalities, thanked the Selectboard for their time, and offered to answer further questions.
 - ii. Sheila asked what amount they were going to request from the Town. Kristin replied \$3 per resident and neighboring towns that are participants. Gordon asked if all towns pay that amount. Laura noted that Brattleboro is the first to pay full amount. Sheila asked if any WCEDP (Windham County Economic Development Program) funds have been used to Guilford’s benefit. R.T. replied yes, but indirectly. There was some further discussion.

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- iii. Sheila thanked them for the presentation and reminded them that the petition must be signed by at least 5% of the voters in Guilford and filed with the Town Clerk not less than 40 days prior to the date of the annual meeting.
- c. BBCC Septic System Test Site Permission – Rick Zamore, Sara Coffey
- i. Sara updated everyone regarding her last presentation and advised that they've been working with Stevens & Associates to create feasibility study (determine needs & costs septic and well. Rick described the survey related to feasibility study, and requested permission of SB to do perc tests on town property, further explaining that placement of a septic system influences when/where a new well would be placed. Dick reminded people that there's more than one spring available with rights to the Grange. Rick said they are checking right-of-way and noted that the spring is not sufficient for the sprinkler system that's needed. Sara pointed out that they need to act before the ground freezes. Dick asks where the perc tests will be made. Rick said the location is not yet known. Sara again requested permission to do perc tests in order for S & A to be more informed.
 - ii. Gabby, a member of the BBCC board, recused herself from any vote/decision. Troy asked if this is legal for the Selectboard to approve the perc request as the property is owned by the Town, not the Board. Gordon feels that perc testing is fine since the holes will be filled in. Gabby confirmed that perc testing has no permanent impact on the property.
 - iii. Steve states this is not an addition to Grange, rather inquiring what to do to save the Grange - water is necessary to do so.
 - iv. **ACTION:** Dick moved to approve the perc testing as long as the property is returned to its original state. Troy seconded the motion. Sheila asked the BDCC representatives if they need to use the (former) Anthony lot for the septic system, are they hoping to get on the Town Meeting Warrant. They say yes but need more information first. All were in favor. None were opposed. Gabby abstained.
 - v. **NEXT STEPS:** Troy asked Peder to follow up with VLCT concerning legality of the decision to authorize perc testing on Town-owned land and for advice on Selectboard responsibilities if BBCC should request permission to place a septic system on the property and not on the Grange site.
- d. River Corridor Bylaws Presentation – Steve Lembke, Alyssa Sabetto
- i. Alyssa presented a large map and Floodplain Regulations (materials that were shared via Dropbox with the Selectboard prior to the meeting). Steve introduced the project and reminded the Selectboard of last year's presentation regarding the rationale for the for the Selectboard to adopt the River Corridor Bylaws. The following discussion centered around the draft regulation, notably Section 2, . Alyssa explained how these regulations are different from and an improvement over what Guilford currently has in place and described the financial benefits to the Town in event of a FEMA-declared disaster. She noted that some sections of the draft are optional, explained requirements, the rationale behind the optional sections, and explained various sections of the map. Steve asked to be added to

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the Agenda for next Selectboard meeting. Sheila thanked them for their hard work.

- ii. **NEXT STEPS:** Gabby, Steve, Alyssa need to talk; the Selectboard is to review the bylaw draft document and send edits and questions to Alyssa prior to their 12/12 meeting. Alyssa will return to the Selectboard meeting with more answers on 12/12 and be prepared to discuss mapping and communications.

- e. Budget Line Item Clean Up – Sheila Morse noted that, in reviewing the budget worksheets, there are two line items that could be changed. Under Election, heading **003-3310 BCA** “003-3310-84.00 Tech Support” should be eliminated and “003-3310-20.00 Election Tech Support” should be renamed “Election Support.” **ACTION** Gordon moved to make the recommended changes; Troy seconded. All were in favor. None were opposed. No abstentions. Motion carried unanimously.

- f. New Town Email addresses – Peder Rude

All were in favor of the actions taken to date to ensure that Selectboard correspondence and documents are separate from personal records, noting that we are moving in the direction of being more compliant with open meeting laws and general good-practice techniques. Gabby requested that only her first name to be used and last initial. Gabby pointed out that, if we are to contract for services, the entire Selectboard should vote prior to doing so.

VIII. Old Business

- a. WSWMD FY18 Budget Vote Update– Sheila Morse provided an update on the 11.10.16 vote. She also noted that it is possible that the Brattleboro Selectboard will instruct its representative to WSWMD to change the 11.10.16 vote to No MRF, 50-50% as previously instructed. So we will not know until after the 12.6 public hearing and the 12.8 vote what budget will be voted in. She suggested that the Selectboard form a subcommittee to explore Guilford’s options and present them to the Town in the next 4 – 6 weeks in time for a public hearing and a vote at Town Meeting day. **ACTION:** Troy moved that our representatives to WSWMD express the wishes of the Town as ratified previously: NO MRF; & 50-50% assessment fee option at next two meetings. Peder to write a letter to be placed on record at the public hearing on 12.6.16. Dick seconded. All in favor. None opposed. No abstentions. Motion carried unanimously. Sheila requested volunteers for sub-committee: Troy, Sheila, Gordon, and ask Cheryl to be on subcommittee.

IX. Discussion/Updates

- a. Highway Ordinance Status update – Gabby Ciuffreda, Dick Clark: There was discussion of submitting an email draft ordinance to Peder, requesting edits from the Selectboard with a draft to be finalized at the 12/26/16 meeting. Finally, it was made clear that the Board had been referring to the Highway Ordinance when in fact the issue raised earlier in the year was the Traffic Ordinance. It was agreed that both are due for review and readoption, but that we would be satisfied with completing the project in February. Sheila thanked Gabby for all the work she’d done to date and apologized for the long-standing confusion.

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b. Other - None

X. Highway

- a. General Update - Sheila for Dan Zumbruski: culvert cleaning, leaf blowing, grading, equipment repairs.
- b. Excess Weight Permits - NONE

XI. Finance

a. Warrants

Payroll – WE 11/20/16	\$ 5,852.63
Payroll – WE 11/27/16	\$ 9,388.07
Expense Warrant #1710	\$ 11,284.64
<u>Expense Warrant #DP10</u>	<u>\$ 210.50</u>
TOTAL	\$ 26,685.84

ACTION: Troy moved to pay warrants. Dick questioned one line item for new office furniture. There was some discussion. Gordon seconded motion. All were in favor. None were opposed. There were no abstentions. The motion passed unanimously.

XII. Communications

- a. Public Service Board: Notice of Prehearing Conference
- b. SeVCA Thank You Letter

XIII. Executive Session

XIV. Adjournment

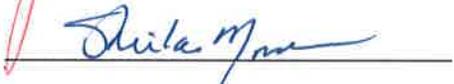
Next Selectboard Meeting: 12.12.16 6:30 – 9:30 pm

Selectboard Budget Planning Session: Precedes Selectboard Meeting, starting at 5:00 pm

Gabrielle Ciuffreda



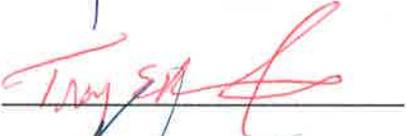
Sheila Morse (Chair)



Dick Clark



Troy Revis, Jr. (Co-chair)



Gordon Little

