

**GUILFORD SELECTBOARD - REGULAR MEETING**  
**Monday, December 12, 2016, 6:30 pm, 236 School Road, Guilford, VT**

**DRAFT MINUTES**

- I. Call to Order- Called to order at 6:30 PM
- II. Recognition of Public: Alyssa Sabetto (Windham Regional Commission); Ian Kiehle (BCTV); Dan Ingold (GVFD), Peter Hetzel (Assistant Town Clerk/Treasurer)
- III. Rules of Procedure
- IV. New Additions
  - a. the WSWMD budget vote of 12/8/16
  - b. the VSP 6-month contract for services 1/1/-6/20/17
  - c. Draft article from Selectboard to Gazette
  - d. Windham County Humane Society Contract
- V. Changes to Agenda Order
- VI. Approval of Minutes
  - a. Regular Meeting - November 28, 2016: Gordon noted that Peder had incorrectly stated that he abstained from item VII. (c) iv, when it was Gabby that actually did. Gordon asked Peder to make the change. **ACTION** Dick moved to adopt the minutes with the changes; Troy seconded. All were in favor. None were opposed. None abstained. Motion carried.
- VII. New Business
  - a. Discharge notice finalization -- Peder Rude presented a Discharge Notice of a Mortgage Deed held by the Town for David and Mary Ellen Franklin that had been incorrectly discharged in 2009. He pointed out that as it had previously been discharged by the Town; no formal action was need except the signatures of the Selectboard. Lastly, he pointed out that Peter Hetzel was present to act as the Notary Public for the Selectboard. **ACTION:** Gabby moved to approve the discharge; Troy seconded. None opposed. None abstained. Motion carried.
  - b. Guilford Volunteer Fire Department; solar project & \$600 credit -- Dan Ingold
    - i. Dan informed the Selectboard that their solar project has performed better than expected. He added that they are not able to use all of their credits and they expire in February. GVFD Trustees wanted to give the credits to the Town and wondered if the Town would like the credits. If so, Dan would need the Green Mountain Power account numbers for the Town office and garage as the credits were more than needed for any individual location. The Trustees did not want to see the credits go back to GMP. Troy added the old town garage which also still uses power. There was a Selectboard group thank you to GVFD. **ACTION:** Dick moved to accept the credits from GVFD; Gabby seconded. None opposed. None abstained. Motion carried.
  - c. River Corridor Bylaw -- Alyssa Sabetto: review of work to date by Selectboard

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- i. Alyssa noted that Sheila and Gabby had commented on the document as requested. Sheila requested that Alyssa walk the Selectboard through the suggested changes. Alyssa went into detail around the suggested changes. Extended discussion happened between Selectboard members and Alyssa. Alyssa also made quite a few clarifications to several sections as they were previously written and why they may not necessarily need to be changed. She will incorporate the new changes and send the document back to the Selectboard.
  - d. Fiber optics -- Sheila Morse (tabled for subsequent meeting)
  - e. Rescue Inc. Contract -- Peder Rude presented the new Rescue Inc. contract for FY18. He noted that it had been received in November, however, we were waiting for an update from Chief Hazelton regarding the services performed for Guilford during the previous contract. This was received this past week. The updated letter was read. **ACTION** Dick moved to renew the Rescue Inc. contract; Gabby seconded. All were in favor. None were opposed. None abstained. Motion carried.
  - f. Draft Social Media & Email Policy -- Peder Rude reminded the Selectboard that they began considering a Social Media Policy approximately one year ago; however, it was never picked back up. Gabby worked on the draft at that point. It was based off a VLCT Model Social Media Policy and Peder updated it based on a recently revised VLCT document and policies from several other Vermont towns. Sheila asked if board members had a chance to review the draft prior to the meeting and solicited feedback. Further discussion was tabled until January. **ACTION:** Gabby requested Peder to provide a copy of the VLCT draft policy along with the red-lined draft.
  - g. Town Report: Vital Statistics -- Peder Rude shared with the Selectboard that at recent meeting with Neil Quinn, he informed us that due to online predators of various forms, some towns have recently begun removing some parts of vital statistics from their Town Report. Peder told that Selectboard that he checked with VLCT on this topic and the inclusion or exclusion of vital statistics in the Town Report is at the sole discretion of the Selectboard and not mandated by law. He recommended the Selectboard to in whole or at least in part, exclude the vital statistics for the safety and security of the community. **ACTION:** Dick moved to leave names and events in the Town Report but to remove dates; Gordon seconded. All were in favor. None were opposed. None abstained. Motion carried.
  - h. Windham County Humane Society Contract -- Peder Rude (Tabled for a later meeting.)
  - i. Adopt expense side of Highway budget, following discussion in Budget Workshop (Tabled for a later meeting when updated information is available.)
- VIII. Old Business**
- a. Follow-up to Troy's questions regarding SB decision on BBCC perc testing -- Peder Rude followed up with VLCT regarding the legality of the Selectboard's previous decision to allow

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perc testing on Town property next to the Grange. He presented the email response from the VLCT attorney, summarized it and noted the Selectboard acted appropriately with their decision and no legal boundaries were breached.

- b. WSWMD Budget Vote 12/8/16 -- Sheila Morse and Troy Revis provided a very brief update regarding the WSWMD budget vote the previous week. Sheila also stated that Guilford has not "threatened" the leave WSWMD, but had decided to explore the available options with regards to what is financially best for the Town and its residents. There was discussion between Selectboard members as to what the options are for the Town in the future. Sheila noted that further research is needed before any serious discussion can happen, and that we have some hard work to do on this issue.
- c. Renewal of VSP contract -- Sheila Morse reminded the other Selectboard members that the Vermont State Police had signed and then changed a full year contract, requesting two six month contracts instead. She noted that the current one expires on December 31 and that the new contract should be approved sooner rather than later. **ACTION:** Gordon moved to renew the VSP contract; Gabby Seconded. All were in favor. None were opposed. None abstained. Motion carried.
- d. Draft article from Selectboard to Gazette - Sheila had prepared a draft article for the upcoming issue of the Gazette for the Selectboard to review and add to if they wished. After some discussion of whether it needed to be formally approved by the board, it was informally accepted as written.

**IX.** Discussion/Updates

- a. Cancellation of 12.28.16 Selectboard meeting -- Peder noted that two Selectboard members were not available for the meeting scheduled on 12.28.16 and wondered if anyone else would be absent. If so, he noted there would not be quorum and the Selectboard could not meet. Some discussion occurred and the next Selectboard Meeting was moved to 12.29.16 @ 6:30. **ACTION:** Peder will warn and send out an update to the Selectboard with the date change.

**X.** Highway

- a. General - Sheila Morse for Dan Zumbruski -- Sheila stated that the update was snowplowing and potholes.
- b. Excess Weight Permits - NONE

**XI.** Finance

- a. Warrants

Payroll – WE 12/04/16	\$ 6,927.30
Payroll – WE 12/11/16	\$ 6,845.06
Expense Warrant #1711	\$ 19,366.56
<u>Expense Warrant #DP11</u>	<u>\$ 91.50</u>
<b>TOTAL</b>	<b>\$ 33230.42</b>

**ACTION:** Troy moved to pay warrants. Gabby seconded the motion. All were in favor. None were opposed. There were no abstentions. The motion passed unanimously.

**XII.** Communications

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- XIII.** Executive Session: Gordon moved to enter executive session to discuss a personnel matter. Troy seconded. All were in favor. None were opposed. None abstained. Motion carried. Personnel discussion.  
Called back to session at 8:57pm.
- XIV.** Adjournment Dick moved to adjourn. Troy seconded. All were in favor. None were opposed. None abstained. Motion carried.

Next Selectboard Meeting: 12.29.16 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 \_\_\_\_\_