

DRAFT - MINUTES
SELECTBOARD MEETING
January 26, 2015

I. CALL TO ORDER

Meeting called to order at 6:30 p.m.

II. RECOGNITION OF PUBLIC

Town Officials and Staff Present: Dick Clark (Chair), Anne Rider – Selectboard. Rebecca Stone – Town Administrator.

Others present: Alex Bell, Eric Slade, Gabrielle Ciuffreda, Linda Lembke, Matt Mann, Ian Kiehle

III. NEW ADDITIONS

Grants Management Authorization

IV. CHANGES TO AGENDA ORDER

None

V. APPROVAL OF MINUTES

Anne made motion to approve minutes of January 12, 2015 meeting. Dick seconded. Motion carried.

VI. OLD BUSINESS

Green River Covered Bridge Project: Matt Mann from Windham Regional Commission presented information as received from Sean James of Hoyle Tanner & Associates. Sean was not able to attend the meeting due to the storm. Load Rating and Estimate update: The load rating has been completed and the planned repairs will support an 8 ton live load. These repairs include replacement of the existing asphalt shingle roof with a standing seam metal roof, removal of existing longitudinal distribution beams, replacement of the existing deck with a new 2.5” thick Douglas fir deck with a 1.5” thick white oak running boards and supplementing the bottom chord of the north truss where it was previously repaired. The regrading and drainage work in the June 2014 maintenance repair drawings on the west approach will be deleted since this has been completed by Peter Welch. Estimated total construction costs of the planned repairs, including a contingency, is \$525,000. In addition, resident engineering services, estimated cost of \$50,000, needs to be budgeted which will allow for project management and inspection during the construction phase of the project. Hoyle & Tanner has confirmed they are on the agenda for the March 11, 2015 VTrans Covered Bridge Committee meeting which will keep the project on schedule. The work will be limited to this summer and only allow bridge closure when school is not in session. Inquiry to current load rating was not made clear. Another question of rating at the end of the project and documentation that may allow for emergency vehicles on occasion was raised. It was noted that a temporary easement with the Green River Preservation Trust needs to be drafted to allow project to move forward. Selectboard has asked a member of the trust to draft the easement. Matt suggested a survey on land ownership be done, combined with the easement and any necessary legal documentation. Based on discussions, bid process is set to move forward. Matt will follow up with Sean to begin the next phase of the project. Communication to the public regarding project status will be made during Selectboard meetings.

Funding for GRCB Project: Selectboard is placing an article on the Town Meeting Warning asking the voters to bond or borrow up to \$150,000 for the Green River Covered Bridge project.

VII. REGULAR BUSINESS

Ancient Roads report: Linda Lembke presented final documents detailing the general highway map updates that are ready for submission to the Vermont Agency of Transportation (VTrans), noting Jeff Nugent has clarified mapping accuracy. Updates to the following roads: Bullock Road, Hamilton Road, Burrows Culver Road, Grist Mill Road, Governors Mountain Road, portion of Potter Hill Road, and a portion of Borkowski Road, with summary of actions resulting in the following:

Class 3: added .03 miles; subtracted .04 miles

Class 4: added 1.54 miles; subtracted 2.99 miles

Legal Trail: added 4.05 miles

Anne made motion to accept the Ancient Roads report as it relates to the updating of the Certificate of Highway Mileage and to release the information to VTrans. Dick seconded. Motion carried.

Adoption of FY 16 Budget: Anne made motion to propose to the voters a general fund budget of \$998,326.50 and highway fund budget of \$870,516.00. Dick seconded. Motion carried. The general fund is an overall increase of 10% and highway increase of 8.56%. Further discussion at pre-town meeting.

Adoption of articles for Warning for Town Meeting: Anne made motion to approve the Warning for Town Meeting. Dick seconded. Motion carried.

Grants Management: In relation to the open Community Development Block Grant for the Algiers Housing Project, a vote is needed to approve changes in authorization for the management of the grant. Anne made motion to authorize Katie Buckley from the Windham-Windsor Housing Trust to have authorization as grant administrator. Dick seconded. Motion carried. Anne made motion to authorize Rebecca Stone from the Town of Guilford to have authorization as Town Administrator. Dick seconded. Motion carried.

VIII. DISCUSSION/UPDATES

Guilford Hazards Mitigation Plan: A reminder that public comments are being accepted until January 28, 2015.

IX. HIGHWAY

Certification of Highway Mileage for State: Anne made motion to approve Certificate of Highway Mileage as amended based on ancient roads updates as noted earlier in the meeting. Dick seconded. Motion carried.

General Update: Highway Department gearing up for a predicted huge storm to impact the area. Massachusetts is closing roads effective at midnight. Guilford Town Office will be closed tomorrow.

Uniform Municipal Excess Weight Permits: Anne made motion to approve permit for Newport Sand & Gravel/Carroll Concrete with restrictions for mud season and the Green River Covered Bridge. Dick seconded. Motion carried.

X. FINANCE

Payroll & Expense Warrants:

PR011815 \$5,835.62

PR012515 \$6,907.38

Warrant #13 \$20,680.86

Warrant #13DP \$38.50

Anne made motions to approve Payroll and Expense Warrants, Dick seconded. Motions carried.

XI. COMMUNICATIONS

- Windham Solid Waste Management District budget adoption notice
- Assistant Town Clerk draft job description presented for review. Tabled.
- Youth Services Annual Report
- Windham Child Care Association Annual Report
- Property Value Annual Report
- USDA Community Program – Sewer Project Year-End Report due
- Algiers Housing Grant Agreement – documents due
- Algiers Sewer Connections Closeout Agreement – FY13 and FY14 Reports due
- Board of Listers regarding mapping – scheduled for February 9th meeting

Eric Slade of Butternut Hill Road requested time to meet with Selectboard and will be placed on the February 9th meeting agenda.

XII. Dick made motion to adjourn meeting at 7:10 p.m. Anne seconded. Motion carried.

Richard Clark, Chair

Troy Revis, Jr.

Anne Rider

The next Selectboard Meeting will be held Monday, February 9, 2015, 6:30 pm at the Guilford Town Office, located at 236 School Road.