

**SELECTBOARD MEETING**

**May 2, 2012**

**I. CALL TO ORDER 6:30 PM**

**II. RECOGNITION OF PUBLIC – Erin Packie (Mudgett, Jennett & Krogh-Wisner, P.C.)**

**III. APPROVAL OF MINUTES**

- Anne moved to approve the minutes as written from April 9, 2012. Troy seconded. Motion carried.

**IV. NEW BUSINESS**

- FY11 Audit Results & FY12 Preview – Erin Packie (Mudgett, Jennett & Krogh-Wisner, PC) – Erin Packie presented and discussed: the SAS No. 114 Letter and the final Financial Statements June 30, 2011 and Independent Auditor’s Reports. There were only 9 adjusting entries (12 total – 3 were recommended by the Town) that the auditors suggested; they were accepted and reflected in the General Ledger. There was a lengthy about capitalization of our assets and depreciation, how they were reported in FY11 and how they will be treated in FY12. An in depth presentation of the Financial Statements ensued. There was a brief discussion about preliminary work for FY12 and how to handle billing; no decision was made and the topic was tabled until a later time when more details are known. A complete copy of the Financial Statements is available for review upon request in the Town Office.
- Brattleboro Community Television – Rich Melanson – Mr. Melanson did not appear.
- Town Office Grounds Maintenance Proposals – Katie presented two proposals for grounds maintenance for FY13: Mr. Handyman and X-pert Lawn Care. The details of each proposal were discussed. The board agreed the frequency of mowing and services provided by X-Pert Lawn Care were more desirable. Troy moved to contract with X-Pert Lawn Care for grounds maintenance services for FY13. Anne seconded. Motion carried.
- FY13 Annual Financial Plan – Town Highways – Katie presented the financial plan that was created for the State AOT District 2 Office meeting to determine how much the Town will receive for in State Aid to Highways for FY13. Anne moved to approve the certification of funds raised in taxes are equal to or greater than a sum of at least \$300.000 per mile for each mile of Class 1, 2, and 3 Town Highways. Troy seconded. Motion carried.
- FEMA 4022 and FHWA ER VT 11-1 and VT 11-2 FY012 – Grant Agreement Amendment (to reduce local share) – The State is being presented with new criteria that are affecting their present grants that may reduce our (Town) local share. To make the changes as simple as possible an Amendment to the Grant Agreement for FEMA 4022 between the State and Town must be signed. Anne moved to sign the Amendment to the Grant Agreement. Troy seconded. Motion carried.
- Town Road and Bridge Standards – Re-Adoption – The Town had previously adopted the State’s “Town Road and Bridge Standards” in an informal forum in January, 2011. Anne moved to re-adopt the “Town Road and Bridge Standards” provided by the State. Troy seconded. Motion carried.
- Connecticut River Transit (CRT) – FY13 Bus stop at Delta – Katie had spoken with Matt Mann, Transportation Planner, WRC about including Guilford in a feasibility study to extend

CRT's bus route into the Town of Guilford. She has learned that this will not be included in CRT's FY13 budget and will not be considered for inclusion until the Guilford Country Store reopens. Katie will follow up with Matt when this occurs to revisit the matter.

- Troy provided an update on the repair of the Town sign at the end of School Road; the posts rotted and the sign collapsed. He said that the sign itself was in terrible condition and Mr. M.'s class was making a new one that should be installed very soon.

**V. HIGHWAY**

- Excess Weight Permit – Travis Bristol – Troy moved to approve the Excess Weight Permit with the usual restrictions. Anne seconded. Motion carried.

**VI. FINANCE**

- Warrants:

○ PR	04/15/2012	\$	3,461.02
○ PR	04/22/2012	\$	4,138.33
○ PR	04/29/2012	\$	6,156.47
<b>TOTAL PAYROLL</b>		<b>\$</b>	<b>13,755.82</b>
Warrant #20		\$	20,725.57
Warrant #20A		\$	36,890.92
<b>TOTAL ALL EXPENSES</b>		<b>\$</b>	<b>71,472.31</b>

Troy moved to approve Payroll Warrants from 04/15/2012, 04/22/2012 and 04/29/2012 and Warrants #20 and #20A. Anne seconded. Motion carried.

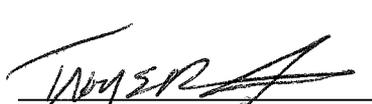
**VII. COMMUNICATIONS**

- Stevens & Associates, P.C. – Notice of Award Agreement, Change Order, Performance Bond, Payment Bond – Executed copies returned for file – no action
- Preservation Trust of Vermont – Downtown Conference & Preservation Awards – Resiliency – Friday, June 8, 2012, Wilmington, VT
- WW-2-4147 – Permit – Serkin – A proposed apartment on a lot with an existing SFR located on Serkin Road
- State of VT – Dept. of Forests, Parks & Recreation – Roaring Brook Wildlife Management Area & Brattleboro Management Unit – Long Range Management Plans notification

Troy moved to adjourn the meeting at 7:45 p.m. Anne seconded. Motion carried.

The next Selectboard Meeting will be held on Monday, May 14, 2012 at 6:30 p.m. at the Guilford Town Office.

  
Richard J. Clark, Chair

  
Troy Revis, Jr.

  
Anne Rider