

SELECTBOARD MEETING
May 28, 2012

PRESENT: Dick Clark (Chair), Anne Rider, Katie Buckley (Town Administrator), Dan Zumbruski (Road Commissioner)

I. CALL TO ORDER 6:30 PM

II. RECOGNITION OF PUBLIC - Herb Meyer (EMD), Tom Wagener

III. APPROVAL OF MINUTES

- Anne moved to accept the 5/14/2012 minutes as written. All were in favor. Motion carried.

IV. NEW BUSINESS

- Town Line Survey Work – Tom Wagener – Anne stated that in rereading the minutes from the last meeting (5/14/2012) that she agreed with Dick – the Town should complete the work for which the Town had already contracted (Town Line crossing for Lowry and Broad Brook Roads) and then decide how to proceed with Tom’s additional proposal at that point. Tom had submitted a supplemental proposal that outlined the preparation of a plan that would allow the towns (Vernon and Guilford) to start the process of establishing a formal Town Line for a 4.1 mile stretch between the second crossing of the Interstate by Brattleboro down to where the State land begins incorporating monumentation and work of other surveyors. Tom provided some further details about the importance of completing this plan. Katie tried to summarize what Tom was trying to say to clarify the discussion: by completing the work of the Lowry Road contract first and then going back later to do the supplemental proposal that it might shift some of the original work – it makes more sense and is more cost effective to do the work incorporating the supplemental proposal now. A lengthy discussion ensued. It will be Guilford’s job to convince Vernon to split Tom’s supplemental proposal with them; he will recognize Guilford as the client. Katie inquired about the public involvement aspect of any/all of Tom’s work and the statutory guidelines for the formalizing the section of the Town Line in question. Dick summarized that he and Katie would meet with representatives of Vernon to determine how/if to proceed in the process. Tom may be invited to join this meeting.
- Windham County Sheriff’s Department – tabled.
- Holiday Schedule - remainder of 2012 - Anne moved that when a regular Selectboard Meeting falls on a national holiday (MLK, Memorial Day, Veterans Day, etc.) that the meeting take place on the following Tuesday. Katie pointed out that schedule proves to be troublesome this year as Christmas Eve and New Years Eve are both Mondays making the Tuesdays also holidays. Anne amended her motion to have the meetings fall on the following Wednesday instead. All were in favor. Motion carried.
- Board of Listers – 2012 Grand List – request extension to lodge – Anne moved to sign the Listers’ letter of request to the State Tax Department to extend the date by which the Grand List must be lodge to June 29, 2012. All were in favor. Motion carried.

V. OLD BUSINESS

- Ordinance Work Sessions – schedule - Anne moved the following schedule: during the summer months (June, July & August), the 1st meeting of each month will be a regular meeting and the 2nd meeting of the month will be a work session in which the only official business would be the approval of warrants. All were in favor. Motion carried. If additional planning work is needed then additional work sessions will be scheduled.

VI. DISCUSSION/UPDATES

- Emergency Management
 - The Emergency Management Ordinance is on the list to be updated.
 - Western Reception Center is defunct due to the consolidation of the Wilmington Schools.
 - For any sort of school (Guilford) evacuation (VY or any others) the reception location is the Newfane Elementary School (Newbrook).
- Algiers Waterline – Anne provided an update on the waterline project, specifically the Town’s Consecutive Exempt Agreement with Brattleboro; it seems it is in the hands of the Town attorneys.
- Algiers Fire District #1 – Peter has partnered with Katie to gather guidance documents about the creation and roles of interested parties throughout the history of the AFD. Anne asked if she should email the members of the AFD’s Prudential Committee to see if a meeting might be called to resolve the pending contract issues which continue to drag on. There was a general discussion about some other matters that also need attention. Anne thought that she should attend AFD’s Annual Meeting on June 20th to address them. Katie indicated that no action could be taken on those issues since they were not included in the warning for the meeting (the notice rules are the same as the Town’s for Town Meeting); she suggested that the Committee call a special meeting instead. Anne will email the Committee and ask them to arrange a special meeting to address the aforementioned issues.
- FEMA – There is a new FEMA Representative working with the Town; he is our 4th. Katie and Dan explained that there has been a great deal of duplication of work and time involved in dealing with each new person who is assigned to us. Only those Project Worksheets for our largest projects remain to be submitted (amounting to approximately +\$300,000). He is working on these. The cost share is now 90/10 due to the magnitude of the emergency (Irene) – it was 75/25. Katie would like to know how quickly the Town will recoup the 15% for this change on those projects for which we have already been reimbursed.
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VII. HIGHWAY

- Paving - Additional paving was required to correct an area on Weatherhead Hollow Road. This was not anticipated in the original contract with Lane but was necessary that it be added for safety reasons. 4/10th of a mile from Gill Drive down to Bruno’s – the road separated at the joint. More material was required on the portion of the Guilford Center Road that was planned. \$160,000 was included in the FY12 budget; the total bill should be approximately \$200,000. There was a surplus in the Highway Fund from FY11 from an unanticipated paving grant that will bridge the funding gap.
- Grading continues.
- After grading the Crew will work on the Mitigation work from our FEMA projects.
- Road-side mowing will start after July 4th.

VIII. FINANCE

- Overpayment of Taxes – Education – payment request – Katie had reviewed the final Cash Flow Reconciliation for Education Funding. She noticed that the Town of Guilford (municipality) is owed money for overpayment of taxes from both the Guilford Town School District and BUHS #6. She has sent an email to Penny Marine, Town/GTSD Treasurer requesting that she ask the WSESU to remit these payments as soon as possible.
- Warrants:
 - PR 05/20/2012 \$ 11,354.69
 - Warrant #22 (5/28/2012) \$ 8,731.76

IX. COMMUNICATIONS

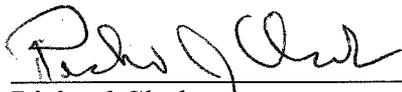
- Tour de Heifer – Farms on Routes
- Permit Application - WW-2-4185, Parcel ID# 535 – Construct one three bedroom SFR on existing 55.9 +/- acre lot located on Stage Road
- Windham County Sheriff's Department – STARS Report, April 2012

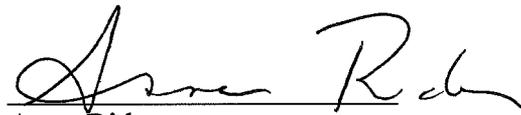
X. EXECUTIVE SESSION

- Anne moved to enter executive session at 7:29 to discuss a contract matter. All were in favor. Motion carried. She invited Katie to join.
- Executive session closed at 7:46 p.m. with no action taken.

Anne moved to adjourn the meeting at 7:47 p.m. All were in favor. Motion carried.

The next Selectboard meeting will be held Monday, June 11, 2012 at 6:30 p.m. in the Guilford Town Office.


Richard Clark


Anne Rider