

SELECTBOARD MEETING AGENDA
July 9, 2012

I. CALL TO ORDER 6:30 PM

II. RECOGNITION OF PUBLIC

- Glynis Berry, Sheriff Keith Clark, Herb Meyer, Carole Mills, Rohan Providence, Marli Rabinowitz, Bevan Quinn, Stuart Strothman

III. APPROVAL OF MINUTES

- Troy moved to accept the minutes from the June 25, 2012 Selectboard meeting. Anne seconded. Motion carried.

IV. NEW BUSINESS

- Ashworth Road Upgrades – Glynis Berry - Ms. Berry approached the board about the possibility of upgrading the five hundred fifty (550) foot stretch of Ashworth Road north of where it intersects with Fitch Road. This is an un-maintained Class 4 road. She provided a letter of her requests (copy included with minutes). Dick explained that there are several residents in Guilford who live on Class 4 roads who have not asked the Town to upgrade their roads. He went on to say that any upgrade to a Class 3 road would have to follow the specifications outlined in the Town's Highway Ordinance. Anne supported Dick's statements. She also explained that when individuals purchase properties on Class 4 roads that it is understood that improvements can be made to the road, with the Town's permission, but at the property owner's expense. Ms. Berry asked what type of maintenance the Town would do on the road if she were to have work done on it. She also wanted to know if she could do work on it to make it a Class 3 road but not change the width. Dick told her it would have to be brought up to Class 3 specs entirely, width included, for the Town to maintain it. Ms. Berry indicated that she did not want destroy the character of the road. She stated that she thought there should be some maintenance on the road – annual grading, perhaps. Dick explained that Vermont Statutes clearly state that the Town is only obligated to maintain bridges and culverts on Class 4 roads; there are neither in the 550' section in question. Ms. Berry stated that she is hesitant to invest money on a road that will be used by the public. Anne acknowledged that this as problem in the way towns treat these roads; she encouraged Ms. Berry to follow the Town's upcoming work on the Highway Ordinance. Ms. Berry asked f the Town might consider a tax break to residents on Class 4 roads because her taxes are so high; Katie explained that most what she pays in property taxes is for Education Funding, not for Town services. There was a brief discussion about how any work on this road should take place. Ms. Berry suggested that as the Town works on the revision of the ordinance perhaps an annual grading might be included for Class 4 roads for emergency vehicles to be able to get through.
- Windham County Sheriff's Department – FY13 Contract for Services - Sheriff Clark – Terms of the contract for FY13 will remain the same with the exception of a \$1/hour increase (hourly rate goes from \$42/hr to \$43/hr). Sheriff Clark discussed the shift from hourly billing to a flat rate monthly total; it is easier for them to bill that way. He indicated that towns end up with a few more hours than what they actually will pay for. Some towns are setting aside 10-20% of their time for Deputies to be able to handle smaller calls, e.g. trespassing, smashed mailbox, etc. – those calls which are difficult/minor for VSP to follow up on. Any hours not used at the end of the month will get rolled over into the next month. Anne moved to engage services for the Windham County Sheriff's Department using the flat rate billing for FY13, setting aside three (3) hours per month for responding to small calls. Troy seconded. Motion carried. Anne moved to allow the Chair to sign the contract once is it email to the office. Troy seconded. Motion carried.
- 2012 Personnel Policy – Anne moved to approve the updated 2012 Personnel Policy as written. Troy seconded. Motion carried.

- Town Website – Dick provided a brief background on prior experience with a Town website. The Conservation Commission has expressed a desire for the Town to have its own site. Dick indicated that Prov (Rohan Providence) might be able to set us up so that all organizations can shoot their information to this site so that it will be available on the site. Anne inquired what is not working with the Town using the school’s website. There is a delay in the school posting information. Marli explained that there are many town organizations – official and non-profits – that would like a community site similar to iPutney or iBrattleboro. Stuart Strothman (Guilford Central School, Language Arts Teacher and school website coordinator) explained that the school site is primarily focused as an educational tool and there is a lag time because of scheduling. Marli expressed some of the needs of the groups with which she has come in contact. Prov indicated that a blog would be the best vehicle to meet these needs and that the content could come from many different groups. There would still need to be oversight and administration for any site that is used to monitor content for quality, quantity and relevance. Dick indicated that he would like it not to be third party monitoring all the content. Anne suggested that an administrator should be named from each organization – that person would be responsible for the content for their respective organization. A general discussion about blogs and websites ensued. Marli talked briefly about organization and coordination of the site. Anne stressed that the Town Office staff was fairly stretched in their workload and couldn’t handle this project at this time. Marli suggested it would be a volunteer effort. Stuart explained that iPutney has community-based information on it, not Town political/official information. Anne questioned if the school would use the blog site also. Stuart indicated that he did not know if it would. He thought that John Gagnon (Principal) and Joanne Tyler (Assistant) would be using a blog site for the school. It was unclear in what direction the school would be heading with regard to this topic. Anne asked if the Town should ask Prov to set up a blog to meet the needs/requests of those groups present. Prov mentioned the possibility of purchasing a domain name for this project. Anne moved to authorize Prov to create a blog for the Town of Guilford, to purchase a domain name not to exceed \$50/year and to seek Guilford community organizations that would like to use the blog; there will be a blog administrator for each organization. Troy seconded. Motion carried. Prov indicated that he would build the blog but not coordinate the people part. Anne said we would figure that out later. Katie indicated she would help but could not lead the coordination of the project at this time. Anne said that we should start with the first step of setting it up and see how it will play out.
- Guilford Waterline – Stevens & Associates - Additional Services Proposal – Feasibility Study to Add Building Services Along Waterline Route. The purpose of this proposal is to create a design plan and provide cost estimates for hookups along the waterline route to determine who will be able to connect and who will not. Troy questioned whether this expense was a bond expense, in the waterline project budget or if taxpayer money would be used for it. Katie verified that there are funds in the waterline project and in the bond to fund it. Troy moved to approve the Study as long as it is covered under the bond and not out of anybody else’s pocket. Anne seconded. Motion carried. Anne moved to authorize the Board Chair to sign the proposal agreement after the Town Administrator determines that there are funds in the project’s budget. Troy seconded. Motion carried.

V. DISCUSSION/UPDATES

- Algiers Waterline – Work on the Consecutive Exempt Agreement with the Town of Brattleboro continues at a slow pace; construction can begin without it in place. Construction should begin by the first week of August.
- Bicycle Parking Program – Katie submitted an application to the Bicycle Parking Program to get racks for the Guilford Free Library, the Grange and the Country Store. There is no local match for this grant. If awarded, the State will provide the racks; the Town will be responsible for the installation and maintenance of them. Anne commended Katie for seeking out the opportunity and her great work on the application.

VI. HIGHWAY

- General Update
 - Roadside mowing continues
 - Grading and chloride continues
 - State will do line striping in the fall

VII. FINANCE

• Warrants:		
	○ PR 07/01/2012	\$ 4,376.28
	○ PR 07/08/2012	\$ 5,409.93
	<u>TOTAL PAYROLL</u>	<u>\$ 9,786.21</u>
	○ Warrant #25	\$ 8,446.15
	<u>TOTAL EXPENSES</u>	<u>\$ 18,232.36</u>

Anne moved to approve payroll warrants for 7/1/12 and 7/8/12 and expense warrant #25. Troy seconded. Motion carried.

VIII. COMMUNICATIONS

- VLCT PACIF – Certification of Constables
- Department of Forest, Parks & Recreation – ANR Schedule of Planned Stewardship Activities
- 2012 VTrans Bicycle and Pedestrian Program – announcement letter
- 2013 Municipal Park-and-Ride Grant Program – announcement letter
- Windham County Sheriff’s Department – STARS Report, June

IX. July 23, 2012 Selectboard Meeting - Finalize topic for work session – it will be the Highway Ordinance

X. EXECUTIVE SESSION

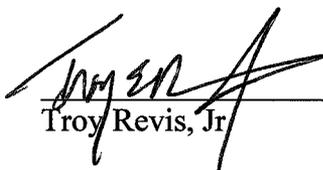
- At 7:37 p.m. Anne moved to enter executive session to discuss a personnel matter. She invited Katie Buckley to join the Board. Troy seconded. Motion carried.
- The Board exited executive session at 7:45 p.m. There was no action taken.

Anne moved to adjourn the meeting at 7:46 p.m. Troy seconded. Motion carried.

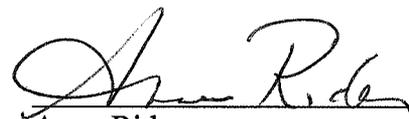
The next Selectboard meeting will be held on Monday, July 23, 2012 at 6:30 p.m. in the Guilford Town Office.



 Richard Clark



 Troy Revis, Jr



 Anne Rider

July 5, 2012

Guilford Selectboard
236 School Road
Guilford, Vermont 05301

Dear Selectboard,

We currently own a buildable building lot on Ashworth Road. It is the only buildable lot that does not access the Class 3 section, but instead has a Class 4 road running along its western boundary. Please find our request for consideration of the following:

1. Consider extending Ashworth Road as a class 3 road to a point of access to the lot owned by Glynis Berry and Hideaki Ariizumi. Currently Ashworth Road is a class 4 beyond the Fitch Road intersection. It is proposed that the Town would then take over maintenance of such road. There are two options suggested for an end point:
 - a. The shortest option is roughly 230 feet north of the Fitch Road intersection with Ashworth. This allows access to the wooded section at an existing opening in the stone wall.
 - b. A second option is to the existing opening in the stone wall that accesses the field. The terrain is relatively flat here and might make a better turning terminus. It is roughly 503 feet past Fitch Road.Please note that both of the above locations had been approved for driveway locations.
2. Provide relief from some of the specifications:
 - a. Width of right of way – keep the existing ROW, instead of 50'. This requirement would mean the end is much wider than the length of the existing class 3 road. It also has scenic value as is.
 - b. Do not clear all trees and walls. This area is lined with old sugar maples and historic stone walls that should be kept. (Some clearing of weed trees etc., could be appropriate.)
 - c. Traveled surface to match existing conditions or so as not to destroy existing mature trees and stone walls.
 - d. Survey not required as Town already owns the ROW.
3. Issues for us
 - a. We are the only buildable lot on Ashworth Road that does not have access to a class 3 road.
 - b. Since the road accessing our property is Town property, not private, other vehicles do use it.
 - c. If we upgrade this stretch of road, other users may cause road deterioration. We then need to maintain it, thus shouldering costs others have incurred.
 - d. Our taxes have more than tripled since we bought the land, but we do not have any public service. If the Town is not open to the above request, would it consider lowering our taxes? In return we will maintain the stretch of road under consideration in better shape than is currently the case. For instance, if our taxes were lowered to \$500 per year for vacant land, which is more than it was when we purchased the property, the

difference will help us in the maintenance of this stretch of road. We recently obtained a quote of \$1200 to improve this stretch. While we do not mind paying this periodically, it is not an annual expense that we feel comfortable shouldering where use is uncontrolled.

- e. If the Board is receptive to extending the class 3 road to our property, what are the options? We hire an independent contractor to execute the work? We reimburse the Town for the upgrade? If the latter, we would like to know the cost before advancement of the upgrade.

We have attached some pictures and a map. We hope that you will help us find a solution to the access that will serve all well.

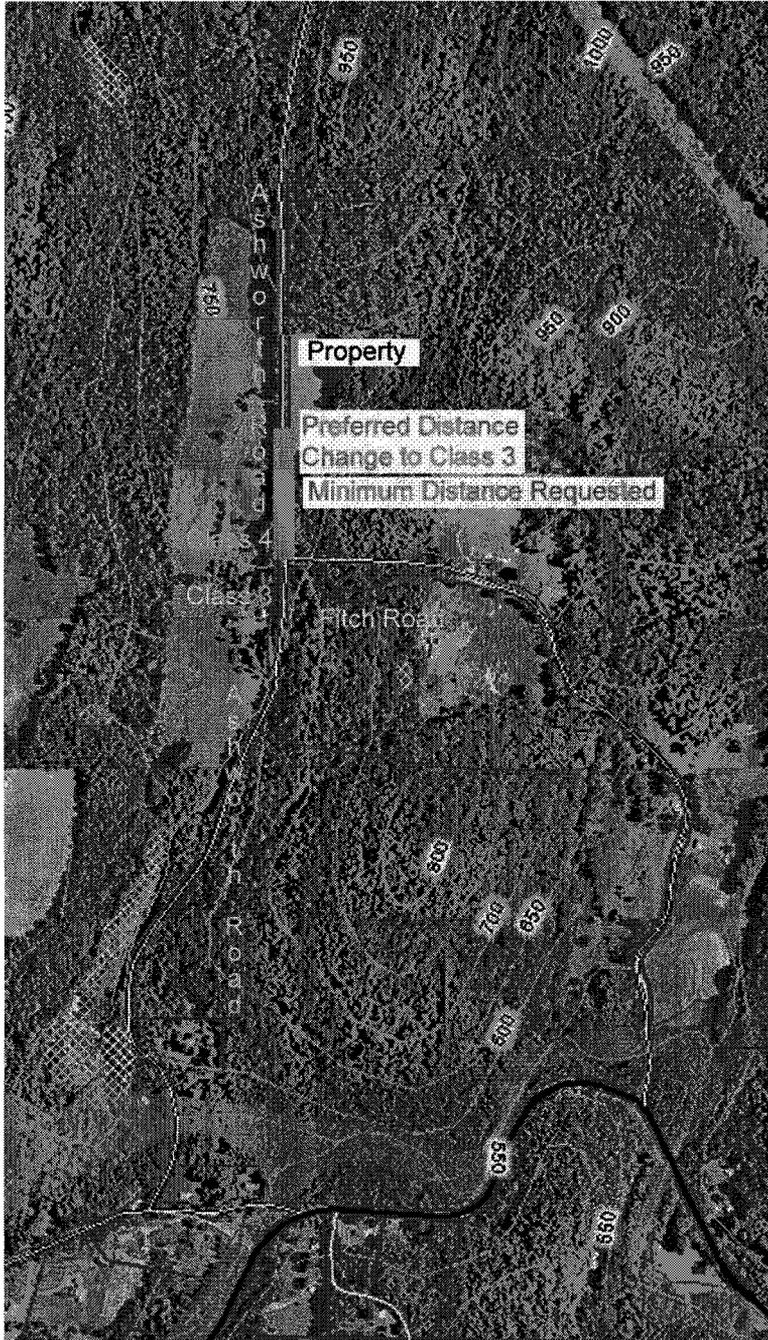
Sincerely,

Glynis M. Berry

PO Box 444
Orient, NY 11957
C 631 680 9656
T 631 323 1426



Ashworth Road looking North from Fitch Road





Location for Shortest distance (entry at flag on right)



Second option at existing entry to field