

SELECTBOARD MEETING
September 9, 2013

PRESENT: Katie Buckley (Town Administrator), Dick Clark (Chair), Troy Revis, Jr., Anne Rider

I. CALL TO ORDER 6:30 PM

II. RECOGNITION OF PUBLIC

- Dolores Clark, Ian Kiehle (BCTV)

III. APPROVAL OF MINUTES

- Selectboard Meeting 8/26/2013 – Troy moved to approve the minutes as written from the 8/26/2013 Selectboard meeting. Anne seconded. Motion carried.

IV. NEW BUSINESS

- 2014 Municipal Planning Grant – Resolution – Anne moved to pass the resolution to apply for funding through the 2014 Municipal Planning Grant program. Troy seconded. Motion carried.
- Old Town Hall Lease Draft – Guilford Historical Society – Katie has drafted a new lease agreement with the Historical Society for the Old Town Hall. All language remains the same with the exception of the portion stating the Historical Society would be responsible for painting the exterior of the building; she removed that and asked for the board's support in doing this. She explained that the Town, as landlord, should do all care and maintenance that has a direct bearing on the conservation of the structure. A brief discussion followed. Katie will forward the draft to Anne to proof. No action taken.
- Request Authorization to Handle Cash – Penny Marine, Treasurer, issued a memo to the Selectboard asking approval to allow Katie Buckley, Town Administrator, to assist in accepting 2013 property tax payments. Anne moved to authorize Katie to handle payments during tax time. Troy seconded. Motion carried.
- Guilford Emergency Response Plan – formally adopt and sign – Troy moved to adopt and sign the Emergency Response Plan dated 4/24/2013. Anne seconded. Motion carried.

V. DISCUSSION/UPDATES

- US Route 5 Pedestrian Safety – Anne asked about following up on the two meetings with the State about the safety of intersection of US Route 5 and the Guilford Center Road. There was a discussion about the lack of a safe pedestrian environment in this area and some “near misses” that many people have shared with Selectboard members and Town staff. Dick suggesting sending a letter asking for progress on the bridge project. If no response, then a second letter requiring a response and an update. Anne stated that she wanted to add her concern in addition to wanting an update on progress. Katie will work on drafting a letter. Dolores Clark suggested adding “Stop” indicators to be painted on the road by the stop sign leaving the school.
- VCRD – Community Visit Program – Dick will attend the September 18th meeting.
- EOC Operation and All Hazards Training (TEEX) – Dick and Katie attended this 3-day training in Waterbury, VT. Herb Meyer (co-EMD) and Candace Stoumen (co-EMD) also attended. It was extremely in depth and intense. Good information was learned and shared there.
- Town Website – update and schedule a review session – A work session for the board to navigate the new website will take place at 6:00 before the 9/23 Selectboard meeting.

- Health Care for Town Employees – VT Health Connect – There was a discussion about how to handle health insurance as we move closer to the date to join the new health care exchange. No action taken.

VI. HIGHWAY

- 2002 Tractor – Trade/Replacement – update – It is ordered and in progress. Dolores Clark questioned the Town’s need to buy a new tractor/mower. She wanted to know why we don’t keep our equipment until it died; that’s how it’s done on farms. There was a brief discussion about the Town’s Capital Program and schedule for equipment replacement. Anne suggested that it would be good to have Danny present to talk about the need to purchase a new tractor/mower.
- Paving – Update – The ditching work at the end of Stage Road was completed to prep for paving. Paving on the Guilford Center Road will commence next week.
- Uniform Municipal Excess Weight Permit - None

VII. FINANCE

- Warrants:

○ PR 09/01/2013	\$ 4,292.95
○ <u>PR 09/08/2013</u>	<u>\$ 4,859.27</u>
○ TOTAL PAYROLL	\$ 9,152.22
○ Warrant #4	\$ 14,430.01
○ <u>Warrant #4A</u>	<u>\$ 429.45</u>
○ TOTAL	\$ 24,011.68

Troy moved to approve the Payroll warrants from 9/1 and 9/8/2013 and Expense warrants #4 and #4A. Anne seconded. Motion carried.

VIII. COMMUNICATIONS

- Application for a Project of Limited Size and Scope – to the Public Service Board, prepared by Downs, Rachlin, Martin LLC on behalf of VTel, submitted 9/3/2013
- WW-2-0732-2 – Permit Application – Guilford Community Church – Parcel #6-330 – Connect existing church to existing Algiers municipal water line. Maintain exiting 200 church with capacity to serve church suppers. Provide new domestic sprinkler water service located at 38 Church Dr.
- WW-2-4459 – Permit Issued – Oakes – Parcel #8-653 – Construct a new 4-bedroom house located on Sweet Pond Road, Guilford.
- State of VT, Dept. of Environmental Conservation – Management of Lakes and Ponds, 29 V.S.A. Chapter 11, Application No. 2013-014, Project ID: SJ12-0020, Renovate & Extend Existing Launch Ramp in Weatherhead Hollow Pond
- VLCT – Workshop – Fall Selectboard Institute, 10/19 Killington and 11/2 S. Burlington
- VLCT – Annual Meeting Memorandum – Your Chance to Guide Municipal Legislative Priorities for 2014
- VT Trails & Greenways Letter and Manual

Dolores asked the board about the Library painting job. She praised the quality of the work of Eddie Charbonneau; “it looks beautiful”. She then inquired why Troy has insisted on a lead certified painter when she claims that she saw the painting contractor not utilizing proper lead practices. Katie asked Dolores if she had witnessed this why she did not notify the Town that this was taking place. She stated that she “isn’t in the business of ratting people out.” There was an in depth discussion about how the

Library painting bid and job took place. Katie suggested that before speculation and assumptions were made about Eddie's painting practices and whether or not he violated the lead requirements that we should hear his side of the story. Dolores questioned the inconsistency in the bidding process. The board informed Dolores that we do not have a formal bidding policy; conversation ensued on this topic. Katie brought up the topic of contractor insurance. The Town currently does not have policy requiring that hired contractors carry their own insurance; she stressed the importance creating such a policy to eliminate this risk to the Town. Public entities are held to a different standard than the private or residential sector. Dick asked how often the Town got sued in the last 15 years. Katie stated she did not know and explained that it only takes one time of a contractor getting hurt while on a Town job.

Troy moved to adjourn at 7:33pm. Anne seconded. Motion carried.

The next Selectboard Meeting will be held Monday, September 23, 2013 at 6:30 p.m. in the Guilford Town Office.


Richard Clark

Troy Revis, Jr.


Anne Rider