

SELECTBOARD MEETING
November 12, 2013

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

I. CALL TO ORDER 9:00 AM

II. RECOGNITION OF PUBLIC

- Ian Kiehle (BCTV), Mike Faher (Reformer), Lynette Howard and Brenda Seitz (I.N.S.P.I.R.E. School), Reita Lashway, Herb Meyer, Dan Zumbruski (Road Foreman/Commissioner)

III. APPROVAL OF MINUTES

- Selectboard Meeting 10/28/2013 – Anne moved to approve the minutes s written from 10/28/2013. Troy seconded. All were in favor. Motion carried.

IV. NEW BUSINESS

- Anne expressed the Board's gratitude for the Guilford Central School hosting this meeting; it is nice to be in an environment around the kids.
- Minibus Use – Lynette Howard and Brenda Seitz (Administrators at the INSPIRE School), Reita Lashway– There are few groups in town who are interested in using the minibus for activities. The INSPIRE School is a private, independent school servicing children in the tri-state area; it is an alternative school for children on the autism spectrum. Ms. Seitz explained that they would like to use the minibus to transport students from the school located on Pauls Road, Brattleboro, to the Keene, NH, YMCA on Monday afternoons (every) from 12:00-3:00. She was trained by Herb on how to drive it. They have used the bus once already and are seeking permission to use it again on November 18th and Mondays thereafter. Anne inquired about the liability to the Town for this use and the insurance implications; she wanted to know how the Board can be assured that this is a prudent move for the Town. Ms. Seitz explained that they could provide whatever was needed in terms of documentation. Katie suggested that a call to the Town's insurance company should be made to see how they want us to handle it. Dick explained that Herb had originally granted permission for the use; Dick had suggested that the group come to the Selectboard meeting. Herb explained that he doesn't have the authority to grant permission for any use other than for Emergency Management purposes; he recommended the administrators call Dick for permission. Anne just wanted to be sure insurance company is agreeable to this. Anne moved to allow INSPIRE to use the bus pending information about the insurance ramifications and other fees. Troy seconded. All were in favor. Motion carried. Rita Lashway is a retired bus driver for the Guilford Central School and still subs regularly; she also is a driver for the Town of Vernon's bus. She expressed her desire to use Guilford's minibus to go to "Bright Nights", taking Guilford seniors or any Guilford people who would like to go. Rita would like to see the bus used regularly for Guilford people. She can fall under the Guilford Cares umbrella as an authorized driver. Troy moved to allow Rita Lashway to drive the minibus for the town runs for Guilford residents. Anne seconded. All were in favor. Motion carried. Rita would also like to use the bus one day a month for people to attend doctors appointments. She would be willing to volunteer her time but inquired about the cost of fueling the bus. Herb explained the user is to provide the fuel; perhaps cost could be determined and donations could be made.
Anne asked Katie for her perspective on the matter. Katie explained that a clear Memorandum of Understanding (MOU) is in place for use of the bus with Guilford Cares and the Guilford Community Church. The bus is owned by the Town and will be maintained by the Town. The

intent was that it would be used for Town purposes only. She expressed concern that when groups other than those party to the MOU use the bus it complicates things greatly, especially if the group is from out of Guilford, putting miles, wear and tear, etc., on a piece of equipment owned by the taxpayers of Guilford. She explained that the bus is aged and not under warranty – what if the bus were to break down on Route 9 on the way to the YMCA? Anne inquired about INSPIRE’s arrangements with other buses companies – were there fees, drivers provided, etc.? Dick suggested that the MOU be re-written to include other outside groups and responsibilities that go along with it. Dick doesn’t want the bus to sit there and not get used. All supported the idea of the bus being used for Guilford folks. More information will be gathered to ensure the Town is adequately protected.

- Homestead Declaration Penalty – Resident Communication – Katie explained that there have been a number of people who have filed their Homestead declarations late. It is due April 15th regardless of when an individual files their income taxes. Mike Burrell (resident) sent an email to the Selectboard through Katie requesting the Board rescind or significantly reduce his penalty; he thinks it’s unfair just for filing a single “piece of paper” late. There was some discussion about this topic. Anne suggested that next year the idea can be discussed but right now individual penalties should not be adjusted. Katie explained that the State levies the penalty; the Town collects it and keeps it as revenue. Katie had spoken to Penny about this matter and she (Penny) feels very strongly that it should be collected. No action.
- Recycle Bins Area – Hole in parking lot – A hole has formed in the parking lot by the recycle bins from the bins being moved on a regular basis. Dan will check with Lane when they return to complete the shoulder work from the paving project to see if they will patch the hole.

V. OLD BUSINESS

- High Risk Rural Roads Program, Summer 2013– Safety Review Follow-Up and Recommendations – There was meeting this summer regarding the intersection of the Weatherhead Hollow Road and the Guilford Center Road and the dangers of this area. Several recommendations came from this meeting as a part of the High Risk Rural Roads Program. The program will fund all but 10% of the work/signage/materials. Anne moved to allow the Chair to follow up. Troy seconded. All were in favor. Motion carried.
- Anne moved to table a decision about reconstructing the hydrants in the Hannigan Meadow, pending a representative from Guilford Volunteer Fire Department attending a Selectboard meeting to provide details. Troy seconded. All were in favor. Motion carried. The WW permit for the Guilford Community Church is held up due to wetland issues.

VI. DISCUSSION/UPDATES

- Delinquent Taxes – Katie presented reports on delinquent taxes. They included delinquencies for the current tax year (taxes that were due 10/15/2013); we have +\$308,000 TY compared to +\$229,000 for LY and a roll up of all delinquencies (all years) of +/- \$500,000 in total. No action except to encourage Barb Hunt (Delinquent Collector) to follow up. There was a general discussion about delinquent taxes and ways to ensure that they don’t linger beyond the current year. Katie explained that delinquencies are not contemplated when we make financial plans – when there is a surplus, it exists only on paper until we collect fully on taxes.

VII. HIGHWAY

- General Update –
 - Setting culverts, grading, blowing leaves
 - Getting equipment ready for winter
 - Hunting season is here and the crew will be taking some time off.

- Todd Menese, River Management Engineer, visited last Friday to determine what must be included in the permit for the Green River Covered Bridge and wingwall projects scheduled to take place Summer, 2014.
- Uniform Municipal Excess Weight Permit - None

VIII. FINANCE

• Warrants:

○ PR 11/03/2013	\$ 6,612.67
○ PR 11/10/2013	\$ 6,524.26
○ TOTAL PAYROLL	\$ 13,136.93
○ Warrant #7	\$ 124,851.29
○ Warrant #7DP	\$ 283.50
○ TOTAL EXPENSES	\$ 125,134.79
○ TOTAL ALL.....	\$ 138,271.72
○	

- Troy moved to pay the Payroll and Expense warrants as presented above. Anne seconded. All were n favor. Motion carried.

IX. COMMUNICATIONS

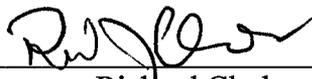
- VTrans – Letter, 11/5/2013 – Chris Williams, Structures Senior Project Manager – US Route 5 Bridge Scoping Report and Public Concerns Meeting – December 12th, 6:30 PM, GVFD
- VCRD – Community Meeting – (today) November 12th, 6:30 PM, Guilford School

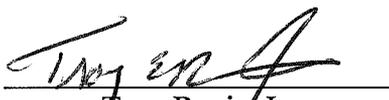
X. EXECUTIVE SESSION

- Anne moved to enter executive session at 9:45 AM to discuss a personnel matter. She invited Katie Buckley to join. Troy seconded. All were in favor. Motion carried.
- Exited executive session at 9:50 AM. No action taken.

Troy moved to adjourn at 9:50 am. Anne seconded. All were in favor. Motion carried.

The next Selectboard Meeting will be held Monday, November 25, 2013 at 6:30 p.m. in the Guilford Town Office.


Richard Clark


Troy Revis, Jr.


Anne Rider