

SELECTBOARD MEETING

February 11, 2013

PRESENT: Katie Buckley (Town Administrator), Dick Clark (Selectboard Chair), Anne Rider (Selectboard), Penny Marine (Town Clerk/Treasurer), Peter Hetzel (Bookkeeper/Asst. Town Clerk), Dan Zumbruski (Highway Commissioner/Foreman – joined the meeting for the Highway portion)

Anne spoke briefly about the passing of Senior Lister, Frank Rafferty. She expressed the board's shock, awareness and sadness of learning this news. This leaves a vacancy in the office of the Listers that must be filled soon. The Selectboard will work closely with the Listers on how best to move forward.

I. CALL TO ORDER 6:30 PM - The meeting was called to order by the Board Chair.

II. RECOGNITION OF PUBLIC

- Mike Faher (Reformer), Ian Kiehle (BCTV)

III. APPROVAL OF MINUTES -

- Troy moved to approve the minutes from 1/14/2013. (Anne was not present at that meeting). Motion carried.
- Anne moved to approve the minutes from 1/28/2013. (Troy was not present at that meeting). Motion carried.

IV. NEW BUSINESS

- Windham County Humane Society – Contract – Dick spoke briefly about the potential of the Town engaging in an annual contract with the Humane Society for services; he feels that we need some help from them beyond the Town's statutory obligations; animal issues have been growing. There was a brief discussion about what a contract might entail and whether a "pay as we go" approach will be more expensive. It is a worthwhile organization to which we do not currently appropriate funds. Dick will explore the details of this in more depth and report back. No action taken.
- Windham County Sheriff Department – School Partnership – In light of the recent Newtown, CT school shootings, Principal John Gagnon had spoken to Sheriff Keith Clark about a contract with his department for the Guilford Central School. He learned that this would be cost prohibitive. Instead, he submitted a letter to the Selectboard (Katie read it aloud) suggesting a partnership with the Town to expand the Sheriff's Dept. contract to include some additional services for the school (weekly stops at the school for exposure, episodic needs such as school -graduation, concerts, truancy etc.); the school would contribute financially to the Town for their share of the contract amount. Dick stated that when the Sheriffs are in town they already do pass by the school. He further explained that the Town contracts with them for traffic enforcement. Any other non-contract work they perform is gratis. Anne didn't see a problem with having the school contribute and expanding the contract; she couldn't see any reason not to do it. Troy supported the idea as well. Dick questioned why the school couldn't contract with them separately; Troy reminded him that it was cost prohibitive. A discussion ensued about how this might work. Anne moved to allow the school to "piggy-back" on the Town's contract with the Windham County Sheriff's Department for services pending confirmation from Sheriff Clark that the

Town's contract can be amended to include services for the school. Troy seconded. Motion carried.

- Dog Officer – 2 – Katie asked if it makes sense to appoint a second person to serve as Alternate Dog Officer. Dick indicated that he didn't really think it is necessary to do this. She indicated that there are many times when the Town Office staff and/or residents have difficulty reaching the current Dog Officer (Walter Thorn) to respond to issues; all present (with the exception of Dick) were in agreement that this is the case. It would be helpful to have a back-up person to call who has broader availability for those times when we can't reach Walt. Marianne Lawrence (Town Poundkeeper) has been stepping in when needed to assist with dog issues but doing so falls outside her purview as Poundkeeper. Katie suggested that the Town repeat the arrangement that existed when John Lynde was Dog Officer and David Nightengale was Alternate/Town Pound; we could ask Marianne if she would like to serve in this capacity. Anne moved to ask Marianne if she would be willing to serve as Alternate Dog Officer. Troy seconded. Motion carried.
- Town Officer Vacancies
 - Trustees of Public Funds – Since Craig Wells moved out of town, he can no longer fulfill his role as the Trustee of Public Funds; a vacancy has been created. Anne moved to appoint Penny Marine as the Trustee of Public Funds. Troy seconded. Motion carried.
 - Lister – Candidates – The vacancy in the Lister Office has been posted.

V. OLD BUSINESS

- Green River Covered Bridge Preservation Project – Hoyle, Tanner – Contract Amendment No.1 – Katie presented a contract amendment for the engineering services provided through the Hoyle, Tanner & Associates for the Green River Covered Bridge restoration project. She indicated that she would like to have the \$8,500 that was originally included for a bridge load rating test removed from their contract since the result of the test wouldn't change the current posted load-rating on the bridge; it seemed like a lot of money to spend to confirm that which we already know. In addition, none of the work involved in the restoration project will increase the load rating on the bridge (it is too old of a structure to do this without major adaptations that are not allowed by law). Katie thought that it would be wiser for us to save this money as a cushion if there were change orders/cost overages once construction was in progress. Dan stated that he wanted the bridge load-rating test done regardless. He wants to know exactly what the bridge can handle so that when he is putting Town equipment through it that exceeds the posted load-rating that it can handle it; the bridge is posted for 8 tons (16,000) – the grader is 32,000 lbs. Katie explained that if our equipment is the only purpose for this test, it makes sense to do it outside the realm of the grant; if we did it independently (not using federal money) we could get it done for less money without all of the oversight. Katie also thought it didn't make sense to do the test before construction, as suggested by the engineers, that afterward seemed more logical, especially since some of the load from timbers being removed under the bridge may make a difference. She asked for a recommendation on how they (Dan and Board) would like to handle this issue. Dan reiterated – he wants it done regardless. It was decided to move this item to the end of the construction phase for the grant to see if there are funds left to do it. Katie will ask Hoyle, Tanner to provide a new amendment indicating the load test will be done after construction.

- FEMA-4022-DR-VT, Extension and Subgrant Agreement Amendment – Katie applied for and received an extension from FEMA for additional work needing to be done as a result of Irene. The extension is until September 1, 2013.

VI. HIGHWAY

- Class 3 and 4 Roads – There was a brief discussion about the treatment of Class 4 roads (policy), disparity in the treatment between some Class 3 & 4 roads and how these issues might be addressed in the revision of the Highway Ordinance. No action taken.
- The Certificate of Highway Mileage (C of HM) was approved by the Board during their meeting on January 14, 2013; it was recorded by the Town Clerk and filed with the State (Jonathan Croft) as required to meet the February 10th deadline for filing. Bill Jewell (Conservation Commission member) had spoken to Mr. Croft regarding the addition of our ancient roads to Guilford's C of HM for 2013. (The Conservation Commission has been working on the Ancient Roads project for the last few years.) Mr. Croft indicated that he would grant the Town a small extension to add the roads if we want to do this. Dick indicated that he thought we shouldn't change the Certificate as filed for 2013; since we can wait until 2014 (the deadline to do this is actually 2015 as outlined in Act 178 of 2006) to do it then we should, just to be sure the information we are submitting is accurate. The ancient roads will go on the official Town Highway Map as Class 4 roads. Afterward the Town will have to hold a public hearing to downgrade these roads to Town Trails.

("Trail" means a public right-of-way which is not a highway and which:

(A) Previously was a designated town highway having the same width as the designated town highway, or a lesser width if so designated; or

(B) A new public right-of-way laid out as a trail by the selectmen for the purpose of providing access to abutting properties or for recreational use. Nothing in this section shall be deemed to independently authorize the condemnation of land for recreational purposes or to affect the authority of selectmen to reasonably regulate the uses of recreational trails. [Added 1985, No. 269 (Adj. Sess.), § 1; amended 1991, No. 47, § 1].)

- General Update –
 - Started cutting brush and then it snowed!
 - Snow removal went well during the snow-storm with the exception of some damage to the Weatherhead Hollow Bridge from wing of the plow.
 - All equipment is running well.

VII. FINANCE

- Warrants 13 – 1/28/2013
- Warrants:

○ PR 01/27/2013	\$ 4,979.47
○ PR 02/03/2013	\$ 4,627.80
○ PR 02/10/2013	\$ 4,886.97
○ TOTAL PAYROLL	\$ 14,494.24
○ Warrant 13 – 1/28/2013	\$ 75,156.24

○ Warrant 14 – 2/11/2013	\$ 20,899.42
○ TOTAL EXPENSES	\$ 96,055.66
○ TOTAL ALL	\$ 110,549.90

Troy moved the above stated payroll warrants for 1/27, 2/3 and 2/10 and expense warrants #13 and #14. Anne seconded. Motion carried. (We now own the 2006 International truck; the last lease payment was made in warrant #14!)

VIII. COMMUNICATIONS

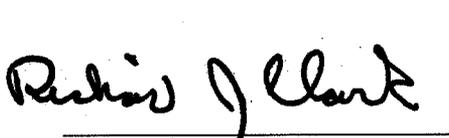
- VT Dept of Health – Health Officer News, Winter 2013
- State - Wastewater & Water Supply Divisions are combing – result is: Drinking Water & Groundwater Protection Division
- Act 250 Notice – Minor Application – Commonwealth Dairy
- WW-2-4373 Permit Application – Parcel #655.1 – Subdivide property into two lots. One lot has an existing 3 BR home and the other lot has a foundation but will be under deferral at this time, located on 2961 Weatherhead Hollow Road.
- WW-2-4279 – Permit Issued – Parcel #724.1 – Project consists of the proposed 3 BR, SFR on an existing +/-15.1 acre parcel located at 415 Lakeridge Road.
- Windham County Sheriff's Department – STARS Report – December, 2012
- VLCT – Selectboard Institutes I & II

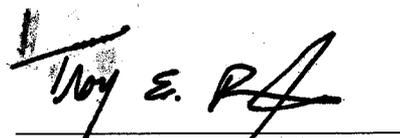
IX. EXECUTIVE SESSION –

- Anne moved to enter executive session at 7:17 p.m. to discuss the open Lister position. Katie Buckley was invited to join. Troy seconded. Motion carried.
- The Board exited executive session at 7:32 p.m.

Anne moved to adjourn at 7:32 p.m. Troy seconded. Motion carried.

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


Richard Clark


Troy Revis, Jr.


Anne Rider