

GUILFORD SELECTBOARD MEETING
April 25, 2016, 6:30 PM - Guilford Town Office

Selectboard Members Present: Gabby Ciuffreda, Dick Clark, Gordon Little, Sheila Morse (Chair)
Missing: Troy Revis, Jr. (Vice Chair)

Officials/Staff Members Present: Katie Buckley (Town Administrator), Steve Lembke (Floodplain Administrator), Dan Zumbruski (Highway Foreman/Road Commissioner)

- I. Call to Order at 6:30 PM
- II. Recognition of Public – Ian Kiehle (BCTV), Will Wohnus
- III. Rules of Procedure
- IV. New Additions
 - a. Planning Commission Resignation and Appointment – Added under “New Business”
 - b. Liquor License Renewal – Guilford Country Store – Added under “New Business”
 - c. US Route 5 Bridge Meeting reminder – May 3, 2016 – Added under “Old Business”
- V. Changes to Agenda Order - None
- VI. Approval of Minutes
 - a. April 11, 2016 - **ACTION:** Gabby moved to accept the minutes as written. Dick seconded. All were in favor. None opposed. Motion carried.
- VII. Old Business
 - a. Recreation Commission Appointment – Jen Bogert - **ACTION:** Gabby moved to appoint Jen Bogert to the Recreation Commission. Gordon seconded. All were in favor. None opposed. Motion carried.
 - b. VTrans Public Meeting for the US Route 5 Bridge - The Vermont Agency of Transportation will hold a public meeting to discuss the final design for the replacement of the US 5 bridge in the Village of Algiers. The meeting will be held next Tuesday, May 3rd at 6:30 p.m. at the Guilford Community Church (Zeller Hall), 38 Church Drive, Guilford.
- VIII. New Business
 - a. Planning Commission Appointment – The Planning Commission has identified a 9th member – Thayer Tomlinson. Sheila announced that she is formally resigning from her seat but she will continue as the Selectboard liaison. **ACTION:** Dick moved to appoint Thayer Tomlinson to the Planning Commission. Gordon seconded. All were in favor. None opposed. Motion carried.
 - b. Liquor License Renewal – Guilford Country Store – **ACTION:** Dick moved to approve the Liquor license as presented. Gordon seconded. All were in favor. None opposed. Motion carried.

- c. 2016 Local Emergency Operation Plan (LEOP) – Adoption, Ron Lenker, EMD - Ron was unable to attend the meeting. It seems that the LEOP is not yet complete - some additional information needs to be added to the template, along with the completion of its Appendices, one of which addresses the handling of animals during an emergency. The Selectboard was provided the LEOP draft to date for their review along with the Animal Resource pieces. **ACTION:** Gordon moved to accept the 2016 LEOP as drafted conditional upon the addition of the aforementioned items. Dick seconded. All were in favor. None opposed. Motion carried.
- d. Green River Covered Bridge – Roof Color Selection – It is important to maintain the historic character of the Green River Village. Picking a neutral color, similar to that of other historic buildings in the village is important. **ACTION:** Gabby moved to select “Charcoal Gray” as the color for the Green River Covered Bridge. Gordon seconded. All were in favor. None opposed. Motion carried.
- e. Tree Removal, Town Office – Katie Buckley - There is a dead tree in the back of the side yard that is leaning and should come down. Additionally, there is a crab apple tree near the front entrance that the Town Office personnel would like removed. Throughout the season, it continuously drops small apples that cover the walkway - it is like walking on marbles. It presents a liability to the Town should a visitor (or employee) slide and fall. Depending upon who takes the trees down, it might also make sense to take the tree next to the crab apple down as well. In the past, the roots of this tree have grown into the septic lines creating a problem for the plumbing. The Highway Department can remove the trees. Katie will get costs estimates for grinding the stumps.
- f. 3-Month Evaluation, Town Administrator – Sheila Morse - Katie has asked that she receive her 3-month performance review per the terms of her employment agreement with the Town. Sheila proposed that the Selectboard conduct this process in the same manner as that which was done for the prior Town Administrator: a 360-degree review asking colleagues, Selectboard members, fellow employees and Katie to provide feedback related to her performance. Sheila will collate the responses and review with the board at the May 9th Selectboard meeting in an executive session.

IX. Discussion/Updates

- a. Establishment of Roads – Dick Clark – Roads being laid out and being discontinued is a major process about which the Selectboard should be more knowledgeable. This will be the topic of the May 5th work session. Danny will attend this meeting as well.
- b. July 2, 2016 will be Guilford’s “July 4th” Celebration. It will be hosted by the Grange and led by Dick Clark. There will be a 5K foot race, Library Book Sale, the GVFD Auxiliary will provide hamburgers/hot dogs, etc. Steve Lembke asked if there could be a “Touch a Truck” component to the day – a fire truck, a highway dump truck, etc.
- c. Solar Project Updates – Sheila Morse
 - Tinker Hill Road - 500-kilowatt project – GLC Powersmith Tinker Hill Solar LLC (on property now owned by Dan Ingold) - A number of residents expressed concerns about the scale and visibility of the project. Sheila spoke with Dan regarding these concerns. He explained that this parcel is a former pasture that had been unused for more than 30 years. It is currently covered with invasive species plants. The benefits were described as: "will employ local and regional Vermont companies during construction; will generate local and state tax revenue; will maximize the economic use of this parcel; and will further the state's renewable energy goals."

Dan's outlined several mitigating steps that will be taken, including:

1. Construction equipment will be removed.
2. Panels will cover the steel posts.
3. Conservation mix grass will be planted.
4. A 7' high perimeter fence will be installed around the project (so that sheep can graze inside after the grass grows).
5. On the outside of the fence, an arborvitae screening will be planted both on the south and east perimeters.
6. Existing and planted mid-sized trees will be allowed to grow-up on the south sides (Weatherhead Hollow and Bullock side)

The Selectboard will ask Dan what the completion date will be for all of this work.

(Follow up, post meeting – The construction of the solar array will be completed in mid-May. Landscaping elements will be added and completed in mid-July.)

- 708 Guilford Center Road - Soveren Solar – A smaller scale solar project has been constructed. According to an article in the Reformer in July, "The project will be blocked from all sides by trees and will have no undue adverse effects, visual or otherwise," Soveren's letter advised, adding that "the installation process will minimally affect the landscape." During the July 22, 2015 Selectboard meeting the board learned that the property owner would clear the trees. Peter Thurrell, Soveren, was contacted about completing the cleanup and screening process, as the project is clearly visible, and raises some concerns about their upcoming project. Will Wohnus, owner of the land beneath the project, will clean up the brush piles, seed the area and plant a perimeter fence, depending upon the availability of resources to do so. The construction of the solar project was completed in October 2015. He thinks that within one year from now, the brush will be cleaned up and trees planted.
 - 159 Kircheimer Drive – Soveren Solar - a 500 kilowatt solar project (planned) - This project was described to the Reformer as " a Vermont Community Solar Project, in which anyone in Green Mountain Power territory can go solar." As with the smaller scale project at 708 Guilford Center Road, Soveren states the "limited visibility" of the Kircheimer Drive array. The company also projects a 50-year lifespan for the solar panels and ground mounts.
- d. Green River Covered Bridge Project – Katie Buckley – A letter was sent to all residents on the west side of the bridge today. It included details about the project, the dates of construction and the alternate routes for the project. The bridge will be closed JUNE 20 – AUGUST 26, 2016. All updates about the project will be posted on the Town's website:

www.guilfordvt.net

Katie will contact Rescue, Inc., GVFD, VSP, WCSD and all abutting Towns: Halifax, Marlboro, Leyden, MA, Colrain, MA – to let them know of the bridge closure dates.

X. Highway

- a. FY17 Equipment Purchase – 2017 (new) International Model 7600 SBA 6x4 Heavy Duty Cab & Chassis – Dan Zumbruski – Dan has received quotes from Delury Sales & Service, Inc. and Clark's Truck Center. He has had good luck with both vendors; the last 4 trucks have come from Clark's. The chart below provides a comparison:

| | Delury | Clark's |
|--|---------------------|---------------------|
| Truck -New 2017 Int'l Model 7600 SBA 6x4 Heavy Duty Cab & Chassis | \$126,785.00 | \$129,056.00 |
| Trade Allowance - 2006 Int'l | \$(57,500.00) | \$(60,250.00) |
| Body (HP Fairfield) | \$73,700.00 | \$73,700.00 |
| Lettering/Decals | \$600.00 | \$600.00 |
| TOTAL | \$143,585.00 | \$143,106.00 |
| Difference | | \$(479.00) |

ACTION: Dick moved to accept the quote from Clark's Truck Center and authorize Dan Zumbruski to complete the transaction. Gordon seconded. All were in favor. None opposed. No abstentions. Motion carried.

- b. General Update – Cleaning ditches currently. Once we get some moisture then there will be a summer grading.
- c. Katie authored and submitted 3 grants on 4/15/16 to support the Highway Department. Two were for the Better Roads Program for funding to assist the Town in furthering requirements for act 64. The third was for the VTrans Town Highway Grant Class II Roadway Program for money to assist us with paving. The total amount of the grant requests was \$221,000.00.
- d. Excess Weight Permits – Travis Bristol -**ACTION:** Dick moved to approve the Excess Weight Permit as presented, with the usual restrictions. Gabby seconded. All were in favor. None opposed. No abstentions. Motion carried.

XI. Finance

- a. FY16 Fund Transfer Approval – Katie Buckley – Since the net amount of the purchase for the 2017 truck will be less than \$150,000, there will be no need to transfer funds to the Capital Fund; there will be enough money to cover it.

Warrants

| | |
|------------------------------|---------------------|
| Payroll – WE 4/17/16 | \$ 6,753.20 |
| Payroll – WE 4/24/16 | \$ 5,838.51 |
| Expense Warrant #1620DP | \$ 429.88 |
| <u>Expense Warrant #1620</u> | <u>\$ 16,343.53</u> |
| TOTAL | \$ 29,365.12 |

ACTION: Gabby moved to pay the Payroll and Expense warrants as presented above. Dick seconded. All were in favor. No abstentions. None opposed. Motion carried.

XII. Communications

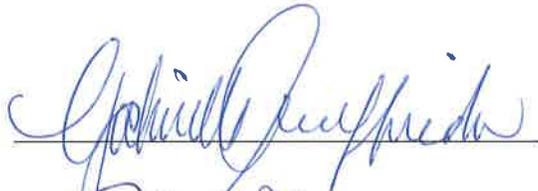
- a. WW-2-4289-1 – Application to replace failed water system, 998 Guilford Center Road
- b. Windham County Sheriff's Dept. – STARS Report, March 2016
- c. VLCT – Human Resources Employment Law Workshop – Thursday, June 2, 2016, Montpelier
- d. 21st Century Policing in VT – Friday June 10, 2016, Montpelier
- e. Historic Preservation & Downtown Conference, Friday, June 10, 2016, Waterbury
- f. BDCC, 1st Meeting of 2016 invitation,, Wednesday, April 27, 2016, 4:00 PM, SIT
- g. Letter to VTrans Marc Pickering (Guilford copied), John Wellman, 3265 Coolidge Highway, Guilford (not dated - Request for storm water runoff mitigation US Route 5

XIII. Executive Session - None

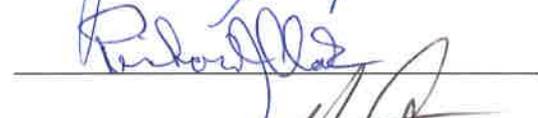
XIV. Adjournment - ACTION: Dick moved to adjourn the meeting at 7:37 PM. Dick seconded. All were in favor. No abstentions. None opposed. Motion carried.

The next Guilford Selectboard Meeting will take place Monday, 9, 2016, 6:30 PM at the Guilford Town Office.

All meetings are open to the public – we welcome and encourage you to come!



Gabby Ciuffreda



Richard J. Clark



Gordon Little



Sheila Morse, Chair