

GUILFORD SELECTBOARD MEETING
June 13, 2016, 6:30 PM - Guilford Town Office

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

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

- I. Call to Order
- II. Recognition of Public – Ian Kiehle (BCTV)
- III. Rules of Procedure
- IV. New Additions - None
- V. Changes to Agenda Order - None
- VI. Approval of Minutes
 - a. May 23, 2016 - **ACTION:** Troy moved to accept the minutes as written. Gordon seconded. All were in favor. None opposed. Motion carried.
- VII. Old Business - None
- VIII. New Business
 - a. Dog Warrant - Each year after the due date to license dogs has expired, the Town Clerk issues the Dog Warrant to the Guilford Dog Officer, signed by the Guilford Selectboard. It contains a list of all the dogs in town that were not licensed by April 1st, 2016. This warrant gives the Dog Officer the authority to destroy any unlicensed dogs on this list (please note that this has never actually been done in recent history). **ACTION:** Troy moved to accept and sign the Dog Warrant as presented. Gabby seconded. All were in favor. None opposed. Motion carried.
 - b. RFP Development Consultant, VCDP Planning Grant – Community Collaborative for Guilford (CC4G) is working with the Town to apply for a Planning Grant to the Vermont Community Development Program. Through a competitive process, this Request for Proposal seeks a Development Consultant to author the Planning Grant application for the Town and CC4G; funds for this service and the match required for the grant should it be awarded will be paid by CC4G, not the Town. There will be no taxpayer money involved. **ACTION:** Gabby moved to accept the RFP for Development Consultant as written. Gordon seconded. All were in favor. None opposed. Motion carried.
 - c. FY17 Staff Increases Memo – In the FY17 Budget, the Selectboard presented and the voters approved wage increases for Town Employees at 2%. This memo is a standard practice each year authorizing the Treasurer to make these increases effective July 1st. **ACTION:** Dick moved to accept the FY17 Staff Increases Memo as written. Troy seconded. All were in favor. None opposed. Motion carried.
 - d. Summer Schedule, Town Administrator – Katie has asked the Selectboard if they would allow her to flex her hours during the months of June through August while her children are on

summer vacation from school. She asked them to consider a schedule of Monday through Thursday, 6:30 am -2:30 pm (with night meetings factored in). All were in agreement to support this schedule request. No action.

IX. Discussion/Updates

- a. Green River Covered Bridge Project – The electronic message boards are placed at the split of Sweet Pond/Stage Road and at the junction of Hinesburg Road and Green River Road. The contractor will sign the detour routes later this week. The bridge closure will begin Monday, June 20th.
- b. Final FY16 RERP Grant Spending – All of the FY16 RERP Grant funds were spent down. The final expenses included the purchase of the parts to relocate the repeater to Sweet Pond Road and the extension of the Brookfield Service generator contracts for the Highway Garage and Guilford Community Church to include calendar year 2017.
- c. Server – NEMRC will install the new server Thursday, June 17th. Penny has decided to close the Town Office this day to allow for this to take place more smoothly.
- d. Gazette Article Due July 1st – Include a paragraph in the article about Dogs. Marianne Lawrence would like the Guilford Dog Ordinance to be updated; the last revision was 2009.
- e. Tax Sale Update - There were two (2) properties that went up for Tax Sale on May 31, 2016 – 312 Harris Drive and 1288 Green River Road. There was one (1) bid on the former and no bidders on the later.
- f. Weeks Memorial Forest Trail - Opening – July 2, 2016, 10:00 AM - Guided walks starting at 10:15 AM. – Look for more information under “Announcements” at www.guilfordvt.net.

X. Highway

- a. General Update
 - i. Hale Road Bridge #64 was replaced in two days – WOW! It should be sprayed every 2 years with sealant.
 - ii. Grading on the west side of the Green River Covered Bridge will start next week.
 - iii. Mowing roadsides will start in a couple of weeks and continue until October.
 - iv. Two (2) new chloride tanks will be delivered tomorrow and will be placed at the old garage.
- b. Excess Weight Permits - TK Trucking, Londonderry, VT

XI. Finance

a. Warrants		
Payroll – WE 5/29/16	\$	6,183.81
Payroll – WE 6/5/16	\$	7,050.42
Payroll – WE 6/12/16	\$	7,680.08
Expense Warrant #1623	\$	57,341.74 **
<u>Expense Warrant #23DP</u>	<u>\$</u>	<u>296.00</u>
TOTAL	\$	78,552.05

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

**Significant expenses (over \$1,000); FY17 expenses will hit the GL after June 30th:

- Competitive Computers - \$1,005 and \$2,158 = Server
- French & French - \$3,726.25 = Delinquent Taxes legal services
- Hoyle, Tanner = \$2,458.20 = GRCB Construction Engineering services

- NEMRC - \$652.39 and \$1,336.85 = both are FY17 expenses
- VLCT - \$3,283 = FY17 Dues
- VLCT PACIF - \$14,987.25 – FY17 Quarterly Property & Casualty Insurance
- Windham County - \$17,040 = FY17 County Tax

XII. Communications

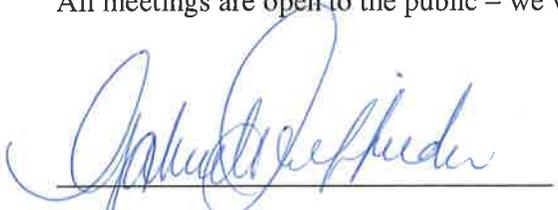
- a. Email, 6/1/16 – VLCT VERB Trust – EyeMed Vision expands Hearing Discount Program
- b. VLCT News, June 2016

XIII. Executive Session - None

XIV. Adjournment - **ACTION:** Troy moved to adjourn the meeting at 6:58 PM. Gabby seconded. All were in favor. No abstentions. None opposed. Motion carried.

The next Guilford Selectboard Meeting will take place June 27, 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


 _____ Troy Revis, Jr., Vice Chair