

GUILFORD SELECTBOARD MEETING
June 27, 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)

- I. Call to Order – 6:30 PM
- II. Recognition of Public – Em (camera woman, BCTV), Vernon Fiber Optic Committee: Munson Hicks, Bronna Zlochiver
- III. Rules of Procedure
- IV. New Additions – None
- V. Changes to Agenda Order – Sean Murphy asked for an executive session. It will take place after VIII. A. Vernon Fiber Optic Committee.
- VI. Approval of Minutes
 - a. June 13, 2016 - **ACTION:** Troy moved to accept the minutes as written. Gabby seconded. All were in favor. None opposed. No abstentions. Motion carried.
- VII. Old Business - None
- VIII. New Business
 - a. Vernon Fiber Optic Committee – Munson Hicks provided background on the work of his committee; it is a subcommittee of the Economic Development Commission. The idea of including the Village of Algiers in their plans to bring fiber optic (very high speed) Internet to Vernon makes sense to them. Fiber optic adds 1.5% to property values (grows the Grand List). Costs are about \$35,000-45,000/mile, \$300-\$1,500/home, \$2.0 million to do every house It would be funded through a bond and then operated by a 3rd party; the bond would be paid back through fees. Need 6 customers/mile for it to be financially viable. Vernon would like folks from Guilford to join their committee meetings to see if we can partner together. All information comes from the Office of Telecommunications – who has what for specific services in any area. Vernon has asked that this work be added to the next revision of their Town Plan. Vernon is participating in VCRD’s Community Visit Program; bringing fiber optic to the home is shaking out to be one of the top priorities. The Committee meets the last Monday of each month at 6:30 in the lower level of the Town office. Gabby suggested that the Planning Commission take this on since it falls under their purview. Sheila indicated that the PC is maxed out right now and that perhaps a member of the PC and SB might make more sense. The best economic, cultural and quality of life boost is to jump into the future. **ACTION:** Gabby moved that Sheila and Gordon support and further investigate bringing fiber optics to Guilford and explore working with the Vernon Fiber Optics Committee. Troy seconded. All were in favor. None opposed. No abstentions. Motion carried.

b. **EXECUTIVE SESSION**

- ACTION:** Troy moved to enter executive session for a personnel matter at 7:05 PM. He invited Shaun Murphy and Katie Buckley to join. Gabby seconded. All were in favor. None opposed. No abstentions. Motion carried. The Selectboard exited executive session at 7:18 PM. No action taken.
- c. Constable – Resignation – Sheila received an email from Walter Thorn indicating that he had resigned on June 8th. Sheila recognized his long service as Constable and thanked him for it. The Town is required to post the vacancy for two weeks. There is more research to do on what the actual statutory requirements are for Guilford’s Constable. **ACTION:** Troy moved to accept the resignation of Walter Thorn as Constable. Gabby seconded. All were in favor. None opposed. No abstentions. Motion carried.
- d. Disposition of Constable Cruiser – The cruiser is almost a year overdue in its inspection and is not road worthy; it is very old with high mileage. It was decided during the FY17 budget process that the Town would no longer fund the cruiser as it is never driven. **ACTION:** Gabby moved that the cruiser be sold. Gordon seconded. All were in favor. None opposed. No abstentions. Motion carried. Katie will post it on Craigslist. The insurance will be reduced insurance to the minimum and the plates are removed from it.
- e. Dog Officer Wage – There has been some confusion in what the current rate is for paying the Dog Officer position. **ACTION:** Gabby moved to make the Dog Officer wage \$15.00/hour plus mileage. Gordon seconded. All were in favor. None opposed. No abstentions. Motion carried.
- f. Vermont Downtown Development Board Appointment – Katie Buckley was appointed by Governor Shumlin, submitted by the Vermont Natural Resources Council and the Preservation Trust of Vermont, to serve on the Vermont Downtown Development Board (http://accd.vermont.gov/strong_communities/opportunities/revitalization/downtownboardreview/agenda). This board supports the preservation and enhancement of Vermont’s distinctive landscape of compact centers surrounded by rural land with policies and programs including the state designation programs, rehabilitation tax credits and grants. This board meets the last Monday of each month in Montpelier, 1-4 PM. Katie will use her personal time to serve on this board. She will prepare in advance of these meetings to ensure that her Town commitments will be met and that she will be back in time for Selectboard meetings. Troy suggested moving Selectboard meeting times to be later in the winter months so that Katie’s safety will not be at risk. No decision at this time. They will see how it unfolds.

IX. Discussion/Updates

- a. Better Roads Program - Grant Awards – In April, Katie submitted two (2) applications for funding to the Better Roads Program to support work meeting the new guidelines of Act 64 Clean Water Act. One application was for \$20,000 to install stone lined ditching on Sweet Pond Road. The other was for \$40,000 to replace 12 culverts on Stage Road and install stone lined ditching. The total award is for \$60,000. Sheila pointed out that when Katie worked for the Town from 2008-2014 she brought in almost \$2.0 million in grant funding for the Town; she added that Katie has only been back in her position for six months and she has already more than funded her position for a whole year.
- b. Cell Phone Savings – Town Administrator – There was concern raised by one board member and a private citizen that Katie should not have a cell phone and that the amount of her stipend by the Town is too much. Katie has been added to the Town’s plan that funds the Highway Foreman’s cell phone. While the Town pays for the Highway Foreman’s device and monthly charges, Katie would like to continue to own her own device and will pay for it. The result of this change in service will be \$200/year savings for the Town.

- c. Green River Covered Bridge Project Update:
 - i. Need for RE to attend Selectboard meeting to report? Dick Clark visited the GRCB construction site, spoke to the resident engineer (RE) and asked him to regularly attend Selectboard meetings. It was explained that this is not in the RE's contract and that the Town would be billed for his hourly rate to attend meetings plus his travel expenses. Additionally, Katie and Sheila attend the biweekly job meetings, have been providing regular updates and circulate the job meeting minutes to the board. It was suggested that if Dick wants a different representative for the project than Katie and Sheila then it makes sense for Danny Zumbroski, in his role as Guilford's Highway Commissioner to attend job meetings and the Selectboard meetings and report out on the project.
 - ii. Project to date – Reported by Katie - The contract calls for 25% replacement of siding on the bridge. Now that the scaffolding is in place allowing for closer inspection, it is obvious that the siding is in far worse condition than originally thought. Furthermore, it is fastened directly to the upper and lower chords without nailers; this doesn't allow water to drain, encouraging rot. It makes sense to replace all of the siding at this time to better protect the bridge and because it makes sense because the scaffolding is in place for access to do so. Because the siding is historic, the VTrans Historic Preservation Officer (SPHO) and Covered Bridge Committee must review any replacement above 25%. Upon learning this, Katie immediately contacted the SHPO to get the process rolling. We are in a holding pattern until we receive and answer. Other work scope continues on schedule.
- d. Vermont State Police Contract Hours – FY17 – The focus is traffic calming not revenue generating.

X. Highway

- a. General Update – Nothing new to report.
- b. Excess Weight Permits - None

XI. Finance

- a. FY16 Year End Transfers – Town Administrator – Katie presented a memo to the Selectboard asking them to consider a series of balance transfers of funds remaining in the General Fund. (Memo is attached). **ACTION:** Gordon moved to accept Katie's memo as written. Troy seconded. All were in favor. None opposed. No abstentions. Motion carried. Katie will send a statement to each of the Commissions at year-end to let them know their balances.

b. Warrants

Payroll – WE 6/19/16	\$ 7,109.32
Payroll – WE 6/26/16	\$ 8,355.64
Expense Warrant #1624	\$ 154,932.86
TOTAL	\$ 170,397.82

ACTION: Troy moved to pay the Payroll and Expense warrants as presented above. Gordon seconded. All were in favor. No abstentions. None opposed. Motion carried. Gabby would like to have the expenses from the Ice Cream Social moved to the Planning Commission's budget (Katie will do the adjusting journal entry).

Significant Expenses:

R.I. Baker	\$ 5,250.00
Renaud Bros.	\$123,500.00

XII. Communications

- a. VTrans – FY2017 Municipal Park and Ride Grant Program announcement
- b. VLCT – State Salt Bids Same as LY for Towns
- c. VLCT – VERB Trust, Life & Disability Program/Lincoln – rates fixes until 7/1/2019

XIII. Adjournment - ACTION: Troy moved to adjourn the meeting at 8:04 PM. Gabby seconded. All were in favor. No abstentions. None opposed. Motion carried.

The next Guilford Selectboard Meeting will take place July 11, 2016, 6:30 PM at the Guilford Town Office.

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



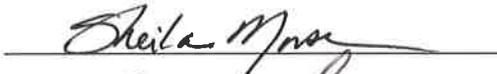
Gabby Ciuffreda



Richard J. Clark



Gordon Little



Sheila Morse, Chair



Troy Revis, Jr., Vice Chair