

MINUTES  
GUILFORD SELECTBOARD  
MONDAY, MAY 11, 2015 AT 6:30 P.M.  
GUILFORD TOWN OFFICE

**I. CALL TO ORDER**

Meeting called to order at 6:30 p.m.

**II. RECOGNITION OF PUBLIC**

Town Officials and Staff Present: Anne Rider (Chair), Sheila Morse, Dick Clark, Gabrielle Ciuffreda, Troy Revis, Jr. – Selectboard; Jared Bristol – Fire Chief; Dan Zumbruski – Road Commissioner; Jeremiah Sund – Temporary Lister Clerk; Rebecca Stone – Town Administrator.

Others Present: Addison Minott, Richard Griffith, Claire Griffith, Barry Aleshnick, Marge Wocell, Shaun Murphy, Christopher Wocell, Joy Hayes, Ian Kiehle - BCTV

**III. NEW ADDITIONS**

None

**IV. CHANGES TO AGENDA ORDER**

None

**V. APPROVAL OF MINUTES**

Dick made a motion to approve minutes of April 27, 2015 meeting. Sheila amended to include the motion for Constable and Delinquent Tax Collector as passed and noted Gabby was to look into the Open Meeting Law and forward information to the Selectboard. Troy seconded the motion as amended. Unanimous. Motion carried.

**VI. NEW BUSINESS**

Route 5 Fire Hydrants – Jared Bristol, Fire Chief

Chief Bristol explained there are fire hydrants along Route 5 that are not at the proper height. The Town of Brattleboro has offered one hydrant at no cost that will meet the requirements. Costs for excavating and labor of the middle hydrant are approximately \$5,900, and the upper hydrant \$550. If traffic control measures are needed they are estimated at \$1,200 per day. Chief Bristol indicated all the necessary permits have been obtained. Dick made a motion to approve up to \$9,000 for this project. Sheila seconded. Unanimous. Motion carried.

Motor Vehicles on Property: Selectboard received a letter from a resident with concerns of excessive unregistered motor vehicles at 215 Melendy Hill Road on property owned by Barry & Martina Aleshnick. Anne referenced Vermont statute regulates if more than three unregistered motor vehicles a salvage yard permit must be obtained through the Agency of Natural Resources (ANR). Anne clarified that the town does not have a local ordinance. The site has been viewed and it is noted there are 9 vehicles on the property. Residents expressed their concerns with the issue, both visual and safety. Sheila agreed. Dick expressed a neighborly discussion should take place. Barry indicated he will remedy the site and he takes full responsibility and said he may put up a privacy fence. He asked about a salvage yard versus an auto hobbyist, since he is not in the business of buying or selling vehicles or parts as through a salvage yard permit, he stated it is for personal use. Selectboard members stated that even if a fence is put up he must still obtain a permit through the state. Safety, pollution, and liability issues on the side hill of the property expressed by residents. Barry did not feel a liability existed of cars possibly sliding down the hill. Barry said he will comply with state requirements and wishes to meet the

concerns of his neighbors. Anne indicated someone from ANR is expected to be in town for other sites in the next few weeks and they may view his site. Selectboard to revisit the issue in four weeks.

Appointments: Selectboard received a letter of resignation from Elly Majonen as Auditor. Troy made a motion to accept the resignation with extreme gratitude. Sheila seconded. Unanimous. Motion carried. Selectboard announced the Auditor vacancy and asked anyone that is interested in serving to contact the Town Administrator. A notice will be posted on the website seeking candidates to fill the vacancy.

Green-Up Day: Gabby and Sheila commented that the day went well, great volunteers. A thank you to Elly Majonen for organizing. It was reported that just over 1 ton was collected.

Town Health Officer and Deputy Health Officer Appointment: The state has clarified that towns can have only one Town Health Officer and multiple Deputy Town Health Officers. Joy Hayes attended the meeting and wishes to serve as a Deputy due to her availability. Troy made a motion to amend the appointment to reflect Richard Davis be the Town Health Officer and Joy Hayes the Deputy Town Health Officer, effective June 1, 2015. Sheila seconded. Unanimous. Motion carried. Anne stated that she is serving as Town Health Officer until May 31, 2015.

Selectboard Review of Town Plan: Discussed progress with the Town Plan and that the response from the town has been positive. Selectboard set May 27<sup>th</sup> as the date to review the Town Plan.

Bylaws, Ordinances & Policies: Town Administrator presented list of current bylaws, ordinances and policies and their status. Selectboard to begin reviewing the list. Becky indicated a capital asset policy needs to be established and will be presented in the next month for review. Selectboard viewed the list presented and will begin with review of the Highway and Traffic ordinances and will plan to work their way through the list. Sheila commented that bylaws and ordinances that have been adopted need to have the signed versions posted on the website. Discussed formulating Capital Building Plan and budget projections for same. Dick indicated Windham Regional Commission is seeking capital building plans from towns.

## **VII. OLD BUSINESS**

Green River Covered Bridge Update: Anne announced that the town has received notice from Marc Pickering with VTrans that they have awarded the Town of Guilford a Structures grant totaling \$175,000 for the Green River Covered Bridge project. Anne reviewed the timeline from last fall to present. Currently VTrans is reviewing the categorical exclusion amendment and performing a required 4(f) review. The town has received the language from VTrans concerning the easement and the Green River Village Preservation Trust is reviewing. Addison stated that the corporate resolution has been worked on. Anne clarified that the easement issue with the Green River Village Preservation Trust has not been a factor at all in slowing down the process of the project moving along. Anne commented on issuing bids early next year with potential construction summer of 2016. Shaun asked if Hoyle & Tanner had given a prognosis on the rack and sweep of the bridge and if there would be any impact of waiting one more year to complete the project. Addison expressed concerns with loads exceeding the 4 ton limit now. Enforcement discussed and costs associated with same. Discussed project costs for this year versus next construction season. Town Administrator to follow up with engineering firm in response to questions raised. Archaeological and historical review of the project still to be performed. Until approval comes from the state, the Selectboard cannot issue requests for proposals for the project.

### **Progress Update – Board of Listers**

Jeremiah provided an update to the progress of the temporary position and field inspections. Market analysis being done. IT staff has worked on server to allow town office staff to access property records.

Listers have had four responses for town-wide reappraisal services. Everything has been sent to MainST GIS for mapping. Dick made a motion to keep Jeremiah in the temporary position until the permanent Assessing Clerk position has been filled. Troy seconded. Unanimous. Motion carried. To date, two applications have been received for the permanent position.

Selectboard Communications: Discussed sharing information between Selectboard members and use of email. Members wish to receive email notices with the exception of Dick who wishes to have hard copies printed. If Selectboard members have items to be placed on meeting agenda they need to be sure the Town Administrator has the information on Thursday mornings preceding a meeting.

## **VIII. HIGHWAY**

General Update: Crew has been grading roads and cleaning ditches. Roads have dried out very fast. Dan indicated the bridge on Hale Road is being built. Dan announced that two grants submitted for work on another bridge on Hale Road and paving on Guilford Center Road were not awarded. Addison requested viewing of a culvert near his property. Dan to follow up.

Anne announced that Governor Peter Shumlin has proclaimed the week of May 17<sup>th</sup> as National Public Works Week. In recognition of the Guilford Highway Department and all town staff, the Selectboard will hold a Recognition Lunch on May 21<sup>st</sup>.

Uniform Municipal Excess Weight Permits: Troy made a motion to approve a permit with restrictions for mud season and the Green River Covered Bridge limit to 4 tons for Emery Trucking of East Dummerston, Vermont. Sheila seconded. Unanimous. Motion carried.

## **IX. FINANCE**

Payroll & Expense Warrants

Warrants:

○ PR 05/03/2015	\$ 4,928.54
○ PR 05/10/2015	<u>\$ 5,815.90</u>
Subtotal	\$10,744.44
○ Warrant #20	\$20,700.33
○ Warrant #20 DP	<u>\$ 392.50</u>
Total	\$31,837.77

Troy made a motion to approve warrants as presented. Gabby seconded. Unanimous. Motion carried.

## **X. COMMUNICATIONS**

- VLCT PACIF Equipment Grant Awarded - \$2,500
- VAOT Municipal Highway Grants not awarded – Class II Roadway and Structures (Guilford Center Road and Hale Road Bridge #55)
- Guilford Highway Update: Dan indicated an overlay shim is being put on Guilford Center Road
- VLCT Legislative Action Alert – Water Quality Bill H. 35. Dick read the alert and urged citizens to contact their legislators
- VLCT Legislative Action Alert – Solar Siting
- VLCT News – May 2015
- Dental Program Renewal Notice
- Windham Regional Commission – re: Mayotte Act 250 Application #2W1326
- Windham Regional Commission – Basics of Town Planning Training – May 28<sup>th</sup> in Townshend
- Windham Windsor Housing Trust Report
- Health Care & Rehabilitation Services of Southeastern VT – financial support thank you notice

- Mudgett, Jennett & Krogh-Wisner, P.C. – FY 14 Audit Financial Statements
- Algiers Waterline - water spikes being monitored
- Town Office Building Improvements – suggestions received from insulating company. Selectboard indicated this project will be built into the Capital Building Plan
- Guilford Free Library – bid notices to be issued for building improvements
- Federal Energy Regulatory Commission – TransCanada Application Amendment
- Visiting Nurse & Hospice of VT & NH – Spring 2015 newsletter

Green River Covered Bridge Project: Addison asked if notice was going to be given to the attorneys to go ahead on the easement document. Anne indicated she will follow up with the attorneys. Gabby inquired whether to email any type of an update to the list serve. The Selectboard indicated it was not necessary since there were no updates.

**XI.** Dick made a motion to adjourn at 8:05 p.m. Sheila seconded. Unanimous. Motion carried.

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Anne Rider, Chair

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Sheila Morse

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Richard Clark

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Gabrielle Ciuffreda

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Troy Revis, Jr.