

MINUTES
GUILFORD SELECTBOARD
WEDNESDAY, MAY 27, 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; Ron Lenker – Emergency Management Director; Rebecca Stone – Town Administrator.

Others Present: Addison Minott, Hal Kuhns, Cheryl Franklin, Michelle Frehsee, Kathy Wilde, Alex Bell, Mike Hebert, Chuck Clark, Herb Meyer, Ian Kiehle - BCTV

III. NEW ADDITIONS

Executive Session to discuss a legal matter pursuant to 1 V.S.A., S313 (a)(1)(E) will be added. Sheila inquired whether to add to the agenda any update to Melendy Hill Road motor vehicle issue from previous meeting. Anne indicated the item will be on the agenda for the next Selectboard meeting.

IV. CHANGES TO AGENDA ORDER

None

V. APPROVAL OF MINUTES

Sheila made a motion to approve minutes of May 11, 2015 meeting as presented. Troy seconded the motion. Unanimous. Motion carried.

VI. NEW BUSINESS

Vermont's Universal Recycling Act – Cheryl Franklin

Selectboard requested Cheryl as the town representative to the Windham Solid Waste Management District provide an overview of recycling laws, their impact, and asked if Guilford needs to issue any bulletins to residents. Cheryl offered that some laws went into effect in 2014, while others are filtering in over the next five years, as follows:

July 1, 2014: Transfer stations/Drop-off Facilities must accept residential recyclables at no separate charge » Food scrap generators of 104 tons/year (2 tons/week) must divert material to any certified facility within 20 miles

July 1, 2015: Statewide unit based pricing takes effect, requiring residential trash charges be based on volume or weight » Recyclables are banned from the landfill » Transfer stations/Drop-off Facilities must accept leaf and yard debris » Haulers must offer residential recycling collection at no separate charge » Public buildings must provide recycling containers alongside all trash containers in public spaces (exception for restrooms) » Food scrap generators of 52 tons/year (1 ton/week) must divert material to any certified facility within 20 miles

July 1, 2016: Leaf, yard, and clean wood debris are banned from the landfill » Haulers must offer leaf and yard debris collection » Food scrap generators of 26 tons/year (1/2 ton/week) must divert material to any certified facility within 20 miles

July 1, 2017: Transfer stations/Drop-off Facilities must accept food scraps » Haulers must offer food scrap collection » Food scrap generators of 18 tons/year (1/3 ton/week) must divert material to any certified facility within 20 miles

July 1, 2020: Food scraps are banned from the landfill

Troy stated that notices were issued last year, haulers are doing outreach, and other members of the Selectboard felt that additional action was not needed at this point. Cheryl indicated that a presentation by WSWMD officials is expected in the next month or so.

Selectboard Review of Town Plan

Michelle Frehsee, Planning Commission Chair, gave a review of the public meeting held at the Broad Brook Grange on April 29th. Michelle clarified that the Selectboard review must be warned as a public hearing. Selectboard in agreement with holding a public hearing at their next regularly scheduled meeting on June 8th with a 6:00 p.m. start time for the hearing. Town Administrator to clarify posting requirements. Michelle indicated that the meeting in April was extremely positive and well attended. Discussed language within the document, specifically “will” versus “shall” or “should”, including involvement of Windham Regional Commission Senior Planner John Bennett. The five year plan and guidelines were discussed, including comments on the section pertaining to evaluation of elected officials and government accountability tasks. Some attendees and officials indicated the Town Report shows accountability from elected officials. Other members of the Planning Commission, Chuck and Hal, offered remarks in support of their decision to include the evaluation language. Michelle stated the Planning Commission had received a letter from a resident in the town of Brattleboro with many positive remarks for Guilford Planning Commission staff in the development of the Town Plan. A thank you was extended to the Planning Commission for their efforts.

Sweet Pond Dam Project – Representative Michael Hebert

Mike commended the Planning Commission on their efforts with the Town Plan. Mike announced that the Sweet Pond Dam project has been awarded a total of \$405,000, of which \$90,000 is dedicated to planning and development which is expected to be done in 2016, with construction slated for 2017. Mike indicated he was proud to represent Guilford, noting that the House and Senate were impressed with the community support of this project. He acknowledged Michael Snyder, Vermont Agency of Natural Resources Forest, Parks & Recreation Commissioner, and Deb Markowitz, ANR Secretary, who were very instrumental in seeing this project receive the necessary funding. A celebration will be planned in the coming months to thank all those involved.

Emergency Management Director – Ron Lenker

Ron presented information about upcoming training sessions, an exercise referred to as Vigilant Guard, and that costs associated with the training is not covered through RERP grant funds. Some of the sessions are multi-day drills out of the area. Ron feels they are valuable to attend and that in the past Guilford has been well prepared. Herb Meyer, former EMD, supports the training. The Selectboard in its entirety expressed support for the efforts to have Guilford participate. Discussed funding, noting \$500 is dedicated for emergency response. Gabby made a motion to approve the EMD and various personnel to attend meetings leading up to the exercise. Dick seconded. Unanimous. Motion carried. Ron reminded Selectboard members, for those who have not attended, participation in ICS 100 training and ICS 200 prior to October 1, 2015 is required in order to maintain our funding. Ron to follow up with each member. Ron inquired to balance appearing in Town Report for the RERP grant. Town Administrator inquired with a state official who indicated the grant funds no longer roll over. Selectboard supports the training and want clarification of RERP fund balance. Town Administrator to follow up with Town Treasurer. Ron announced that a drill recently held was monitored by FEMA. Debriefing held with no deficiencies. Officials commented that Ron did a remarkably good job.

VII. OLD BUSINESS

Green River Covered Bridge Update: Letter received from the Vermont Agency of Transportation announcing the award of the \$175,000 grant. Anne noted the town’s portion is set aside for the project. The easement deed with Green River Preservation Trust has been finalized and is being sent to VTrans. The state is still performing the categorical exclusion and 4(f) review as they relate to the bridge project. Anne announced that Shawn James of Hoyle & Tanner had responded to an inquiry about the rack and sweep change if the project is not done this year and he could not comment. Shawn referenced that a live load rating was done in January 2015. Dick indicated he is backing away from doing the project this year. Addison inquired to whether the project will be done this year because a bike tour in the area of the bridge is scheduled in August. After discussion, Troy made a motion to plan to do the Green River Covered Bridge rehabilitation project in 2016. Gabrielle seconded. Unanimous. Motion carried.

Bylaws, Ordinances & Policies: A draft Capitalization Policy was presented for review. After discussion, Sheila made a motion to accept the Capitalization Policy amending the Building Improvement line item threshold from \$25,000 to \$15,000. Troy seconded. Unanimous. Motion carried. Highway and Traffic ordinances will be reviewed next month. Sheila stated that the ordinances that appear on the website should be signed versions. Town Administrator to follow up with Town Clerk.

VIII. HIGHWAY

General Update: Dick reported that highway department is grading roads, cleaning ditches. Town is finally getting some much needed rain. Back-up cameras being installed in all town equipment.

IX. FINANCE

Payroll & Expense Warrants

Warrants:

○ PR 05/17/2015	\$ 5,303.84
○ PR 05/24/2015	\$ 6,265.53
Subtotal	\$11,569.37
○ Warrant #21	\$26,965.62
○ Warrant #21 DP	\$ 23.50
Total	\$38,558.49

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

X. COMMUNICATIONS

- Windham & Windsor Housing Trust Spring 2015 Newsletter
- VTrans Bicycle and Pedestrian Program application notice. Copy to Conservation Commission.
- VTrans 2014 Bridge Inspection Summary Reports. Copy to Road Commissioner for review.
- VLCT Workshop: Governmental Accounting & Auditing – June 16, 2015
- Vermont Town & City Management Association conference summary presented by Town Administrator. Town Administrator elected to VTCMA Board of Directors.
- Health Insurance Benefit Change Notice presented for review and finalized. Selectboard to have employees contact Town Clerk if they have questions.

XI. EXECUTIVE SESSION

Gabrielle made a motion to enter into Executive Session at 8:02 p.m. to discuss a legal matter pursuant to 1 V.S.A. S 313 (a)(1)(E). Sheila seconded. Unanimous. Motion carried.

Open meeting reconvened at 8:08 p.m. Sheila made a motion to prepare and send a letter based on advice from legal counsel. Troy seconded. Unanimous. Motion carried. Gabrielle made a motion to adjourn at 8:10 p.m. Troy seconded. Unanimous. Motion carried.

Anne Rider, Chair

Sheila Morse

Richard Clark

Gabrielle Ciuffreda

Troy Revis, Jr.