

GUILFORD SELECTBOARD MEETING
May 9, 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), Andy Cotton (Lister), Ron Lenker (Emergency Management Director), Jeremiah Sund (Assessor Clerk), Dan Zumbruski (Highway Foreman/Road Commissioner)

- I. Call to Order at 6:30 PM
- II. Recognition of Public – Tara & Fred Cheney (Vermont Roadworks), Ian Kiehle (BCTV)
- III. Rules of Procedure
- IV. New Additions
 - a. 2016 RERP – Uses for remaining funds – Move to New Business
- V. Changes to Agenda Order
- VI. Approval of Minutes
 - a. April 25, 2016 - **ACTION:** Dick moved to accept the minutes as written. Gabby seconded. Troy abstained. All were in favor. None opposed. Motion carried.
- VII. Old Business - None
- VIII. New Business
 - a. 2006 International Dump Truck – Fred & Tara Cheney, Vermont Roadworks – During the Selectboard meeting held on April 25, 2016, the board accepted a proposal from Clark's Truck Center for a new 2017 International Dump Truck. One of the components of the proposal was the trade of the 2006 International in the amount of \$60,250. (Minutes from 4/25/16 can be found here: http://www.guilfordvt.net/index.asp?SEC=3D9D8CA2-4B7D-4154-8CF9-CDEFF1D97D69&DE=CC4D6051-B462-441E-AF8D-5B0336A584E6&Type=B_BASIC). It was learned after the meeting that Fred and Tara Cheney, Vermont Roadworks, are interested in purchasing the 2006 truck. Dan Zumbruski, Road Foreman, contacted Clark's to determine if they would release the trade so that the truck could be sold privately; they agreed. Gabby questioned the fairness of not offering the sale of the truck to the broader community. Others felt that at this point the Town should sell the truck to Vermont Roadworks. **ACTION:** Troy moved to sell the 2006 International Dump Truck to Vermont Roadworks for a sum of \$60,250.00, plus an amount to be determined to cover the Town's attorney fees for review of the bill of sale; the payment must be in the form of a cashier's check. Gordon seconded. Dick recused himself due to a conflict of interest. Gabby stated that she would like the Town to create a procedure for the disposition of Town equipment in the near future; this will be discussed on a future agenda. All were in favor. None opposed. Motion carried.
 - b. GIS Maps, Public Option – Jeremiah Sund, Assessor Clerk – Jeremiah and Andy provided the Selectboard with samples of mapping from the new MainStreetGIS software; they are ready to go live with a public viewing version of it. There was a discussion about: 1). the level of property information to which the general public should have access via the Internet, 2). the level that should only be made

available through a physical visit to the Town Office and 3). the idea of monetizing Internet full access (purchasing a password) for professionals such as title searchers and lawyers. The Selectboard suggested that the Listers work with Town Clerk to create a proposal that will best meets the Town's needs and present it to the Selectboard to review. **ACTION:** Gabby moved to allow the Listers to go live with the MainStreetGIS mapping program. Dick seconded. The Listers will publicize it through Front Porch Forum, support it with a Gazette article, Announcement on the homepage of the website, etc. All were in favor. None opposed. Motion carried.

- c. Elimination of Town Service Officer (per Bill H.575, eff. 7/1/2016) – Towns are no longer required to have a Town Service Officer by Vermont Law. **ACTION:** Gabby moved to eliminate the office of Town Service Officer per Bill H.575. Gordon seconded. All were in favor. None opposed. Motion carried.
- d. HSS Contract Renewal – The Town garage is protected with a security system that requires an annual service agreement with Home Security Service LLP. **ACTION:** Gordon moved to authorize the Selectboard Chair to sign the HSS Service Agreement. Troy seconded. All were in favor. None opposed. Motion carried.
- e. 2016 RERP – Uses for remaining funds – Expenses for reimbursement for Radiological Emergency Response Program (grant) must be submitted by May 31, 2016. Rather than leave money unspent, the Selectboard suggested to Ron Lenker, Emergency Management Director, that remaining funds be used to move the repeater * that is currently located at the Town Garage to the old VY siren pole located at 1215 Stage Road (Clark's property). This would provide clearer radio communication during emergencies and for daily operations of the Highway Department. There will be a monthly electric bill associated with this. Gabby expressed that she is uncomfortable with Town equipment being installed on private property; if it is done then it will require the Town to have a formal access easement with the property owner. Additionally, if there are enough remaining funds, the Town Garage (the Town's tertiary Emergency Operations Center) could be connected with WiFi. Ron had indicated that he would like to buy a backstock of batteries and orange cones with the remaining funds. The Selectboard created the following priority list for the uses of remaining funds: 1). batteries 2). repeater and 3). WiFi. Katie will email the point person to see if they will allow the Town to shift RERP funding to these expenses. Katie will work with lawyer and the property owner re: easement for the repeater pole. **ACTION:** Gordon moved that any remaining RERP funds be used for the purposes as prioritized above. Dick seconded. All were in favor. None opposed. Motion carried.
* A "radio repeater" is a combination of a radio receiver and a radio transmitter that receives a weak or low-level signal and retransmits it at a higher level or higher power, so that the signal can cover longer distances without degradation.
- f. Town Office Server – The server is outdated and it is quickly running out of storage space. Additionally, there are multiple configuration problems with it that exist. Katie has been working with the other users in the Town Office to determine needs for a suitable upgrade. She is seeking proposals from NEMRC and from Vermouth Computers. Both are reputable businesses (and have been reference checked by the Town) and will provide excellent service and support. Katie has asked the board for their approval to move ahead with this project once proposals are in and to go with the lowest priced consultant. Costs for the upgrade should range between \$5,000-\$7,000; there is sufficient money in the General Fund to cover it. **ACTION:** Gordon moved to authorize Katie work with the Board Chair to select the lowest proposal and proceed with the server upgrade as soon as possible. Troy seconded. All were in favor. None opposed. Motion carried.

IX. Discussion/Updates

- a. Solar Project Updates – Sheila Morse – For more information on the Powersmith Solar Projects in Guilford, please visit: http://www.guilfordvt.net/index.asp?SEC=AF36A755-1C38-4CD1-96EF-33CE818AF03A&DE=366CE793-4F18-4A18-8C42-9034735C7396&Type=B_PR. Katie suggested that going forward the Town might ask larger scale solar developers to provide a 1-page project summary for the Town to use on its website.
- b. US Route 5 Bridge Replacement – Report from May 3rd public meeting - For the most recent updates on this project, please visit: <http://www.us5bridgeguilford.vtransprojects.vermont.gov>.
- c. Green River Covered Bridge Project – Katie Buckley – The contractor, Wright Construction, will mobilize for the project on June 6th. The “staging area” will be located on the east side of the bridge in the small spur of roadway that leads up to Green River Road. This area will be barricaded and closed off to all traffic beginning June 6th and remain closed for the duration of the project (September 30th). The Highway Department will use the 2 electronic message boards to inform travelers of the construction. Gabby questioned if we should get the signs up sooner than later. Troy asked Danny to find out how much it will cost to rent 2 more signs. For the latest updates on this project, please check the homepage of the Town Website under “Announcements”: www.guilfordvt.net
- d. Green Up Day – THANK YOU ELLY MAJONEN!!! Elly has served as Guilford’s Green Up Coordinator for many years. It was a cold and raw Green Up Day on May 7th – Elly worked so hard to make it a huge success!

X. Highway

a. General Update

- All roads have been graded. Ditches haven’t been cleaned in 2 years; the crew will start that work soon.
- Dan is meeting with Renaud’s and GMP about the Hale Road Bridge project.
- The chloride tank at the old Town Garage is getting brittle; it was purchased in 1984. Dan is looking into two 3,000 tanks instead of one 6,000 gallon one. He would like to replace it soon. It will come out of Dan’s chloride budget.
- The Highway Crew will be out of Town on Thursday to attend an Equipment Show in Barre.

b. Excess Weight Permits - None

XI. Finance

a. Warrants

Payroll – WE 5/1/16	\$ 7,126.43
Payroll – WE 5/8/16	\$ 11,512.65
Expense Warrant #1621DP	\$ 355.84
Expense Warrant #1621	\$ 13,267.84
<u>Expense Warrant #1622</u>	<u>\$ 11,244.52</u>
TOTAL	\$ 43,507.28

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

XII. Communications

- a. Incomplete Act 250 Permit Application - #2W1334 – Sportsmen, Inc.
- b. WW-2-0698-1 – Permit Issued – Shields, Wild Turkey Road
- c. State of VT Division for Historic Preservation – Jacobs/Thomas Place (Black Barns Arts – Kornguth) – Letter & Historic Sites & Structures Survey - The property is considered a “historic site” for the purpose of Act 250.

- d. State of Vermont Public Service Board – Certificate of Public Good Issued to Soveren Solar Inc. to install and operate a 500 KW group net-metered solar electric generation facility in Guilford, VT (Kircheimer Dr.)
- e. WSWDM – Letter Re; New Comingle Recycling – #3-#7 Plastics for 24-7 Sites – Please dispose of containers with #3-#7 on the bottoms in regular household trash. Under Act 148, only containers with #1 and #2 are banned from landfill disposal.
- f. VLCT News – May 2016

XIII. Executive Session -- Tax Sales – Update & response to Jodi French’s recommendation for Town bidding, nominate authorized agent for bidding – **ACTION:** Gabby moved to enter executive session at 7:53 PM for the purpose of negotiating or securing real estate purchase [1 V.S.A. §313(a)(2)]; Katie Buckley was invited to join. Troy seconded. All were in favor. None opposed. Motion carried. The Board exited executive session at 8:09 PM. **ACTION:** Troy moved to nominate Gabby to act as the Town’s authorized agent for bidding on Guilford’s tax sale properties. Gordon seconded. All were in favor. None opposed. Motion carried.

XIV. Executive Session – **ACTION:** Troy moved to enter executive session at 8:11 PM for the purpose of the evaluation of an employee [1 V.S.A. §313(a)(3)]. Gabby seconded. All were in favor. No abstentions. None opposed. Motion carried. The Board exited executive session at 9:00 PM. No action taken.

XV. Adjournment - ACTION: Gordon moved to adjourn the meeting at 9:01 PM. Troy seconded. All were in favor. No abstentions. None opposed. Motion carried.

The next Guilford Selectboard Meeting will take place Monday, May 23, 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