

Town of Londonderry
Board of Selectmen
Monday February 13, 2017 (Rescheduled from Feb. 6)
Minutes
Approved February 20, 2017

Board Members in Attendance: Paul Gordon, Bill Wylie, Will Reed, and Wayne Blanchard.

Staff in Attendance: Kelly Pajala, Tina Labeau, Esther Fishman and Duane Hart.

Others in Attendance: Bruce Frauman (GNAT), and Maryann Morris (The Collaborative)

1. Call meeting to order

- Paul called the meeting to order at 7:05 p.m.

2. Additions or deletions to the agenda

- Paul made a statement about the passing of Board Chairman and beloved community member and friend, Steve Prouty. Paul read a statement regarding the vacancy posting requirements.

Bill made a motion to accept and post the vacancy. Wayne seconded. Motion passed with all in favor.

- **Will moved to add the Hart Property and the PACIF grant to the agenda under Town Officials Business. Wayne seconded. Motion passed with all in favor.**

3. Minutes

- a. Approval of Regular Board Meeting Minutes – January 17, 2017

Will made a motion to approve with changes. Bill seconded. Motion passed with all in favor.

4. Select board pay orders

- Passed around for review and signing.

5. Announcements/correspondence

- Londonderry was invited to be part of the development of a comprehensive energy plan. The deadline for joining is February 20th.
- Kelly announced that Dog Licenses are available now and that the deadline is April 1st. There is a rabies clinic on March 16th from 9 to 10:30 a.m.
- School district vote will be at the Town Hall on Town Meeting Day. Poll open 7 a.m. to 7 p.m.
- Thanks to Duane and the highway crew for their hard work over the past few days and the needed equipment repairs. The need for review of the long-range highway equipment reserve fund was mentioned.
- Paul noted he had received calls regarding a dog issue in Magic Circle and has invited them to the Select Board to discuss, for March 6th and should review the ordinance ahead of that meeting
- A excellent presentation on the school merger was presented at Flood Brook School. There is another coming up at Manchester Elementary School on March 2nd. Information on the merger, ballot and FAQ are available on website. Early and absentee ballots will be available soon. Same day voter registration is available

6. Visitors and concerned citizens

7. Local Control Commission

- a. Special Event Permit – Caledonia Spirits/Silo Distillery – Magic Mountain
- b. Liquor License – Solo Farm Table

Will made a motion to approve both license. Wayne seconded. Motion passed with all in favor.

8. Town official's business

a. Personnel Policy – Smoking

- Maryann Morris from The Collaborative attended to discuss possible changes to the smoking section of the Town's Personnel policy. She provided a sample of language passed in Dorset and Winhall. She worked with them on signage. No tobacco around the entry and signage can indicate this. Modify employee policy accordingly. Also additional personnel policy work should be reviewed. Maryann said Dorset was successful with working with employees who were smokers.

b. VT Alert – Request from EMD and CRO

- At the Request of EMD and CRO – They would the Board to Allow VT Alert rep to make a presentation to the board. They offer a public website and any individual can sign up to receive alerts, such as weather, road closings, amber alerts, etc. Specific groups can post to VT Alert – via text, voice (cell or landline), email, Facebook, and Twitter. Kevin will be trained how to send alerts.

Will moved to approve having a brief presentation. Wayne seconded. Motion passed with all in favor.

c. Replacement of Green Up Day Coordinators

- Both Maureen Cronin and Annie Bessett have resigned. New coordinators need to be found.

Bill moved to accept their resignations. Wayne seconded. Motion passed with all in favor.

Many thanks to Maureen and Annie for their service!

Paul will post the announcement for the opening on the Town website.

d. Windmill Records

- A law firm in Burlington has old records regarding a windmill related suit that the Town was part of. We have the option of taking the records, of they will be destroying them.

Will made a motion to have Stephanie contact and retrieve the records and not pay more than \$75.00 to retrieve them. Bill seconded. Motion passed with all in favor.

e. Approval of Certificate of No Appeal

- Annual document certifying that there are pending appeals on the Grand List.

Will made a motion to accept and sign. Wayne seconded. Motion passed with all in favor.

f. Proposal for audit from Sullivan, Powers & Co.

- Quote received for annual audit.

Will made a motion to accept. Wayne seconded. Motion passed with all in favor.

- g. Local Government Day & Select Board Institute – Opportunities from VLCT
 - o Local Government will be Wednesday February 15th if any Board members were interested in attending.
- h. Town Hall usage – Lego Contest
 - o Request for a Lego Contest to be held on April 2nd.

Will made a motion to approve the request. Wayne seconded. Motion passed with all in favor.

- i. Hart Property
 - o There was a request regarding a tax sale extension. More information is needed. It will be on the agenda for the next Select Board meeting.

9. Transfer Station

- a. Fuel Tank Replacement
 - o Esther shared information from Wade Masure from VLCT – PACIF program who looked at the single walled fuel tank and recommended that we should replace with a double walled tank. He sent a letter of opinion. Esther is in the process of applying for grant to help with cost because she didn't budget for the whole thing. She provided three quotes – Cota and Cota, Irving & Dorr Oil. VLCT has a grant program that may be able to help as well. There was discussion of setting the tank in one half of a septic tank to put the tank into. Bill will get a quote for a septic tank.
- b. Sticker/Process
 - o Esther shared information about sticker cost and shared examples. Rolls of 1000 are available and could be sold at five town offices and a retail outlet. Tina will look into the possibility of people using credit cards. To purchase 50,000 stickers would be \$1100 through Inkspot and \$1200 from Express Copy. It is uncertain if there is an additional cost for artwork setup. Price change and sticker process information would be sent out with tax bills.

10. Roads and bridges

- a. Certificate of Highway Miles
- b. Certificate of Compliance

Will made a motion to approve and sign both certificates. Bill seconded. Motion passed with all in favor.

- c. Overweight Permits
 - i. Hunter Excavating
 - ii. Newport Sand & Gravel
 - iii. Wright Maintenance
 - iv. JCR Construction
 - v. RK Miles

Will made a motion to approve all permits. Bill seconded. Motion passed with all in favor.

- d. Other
 - o Duane brought up the paving RFP and that we have \$150,000 budgeted, which will do work on Magic Mountain Access, Mansfield Lane, Route 121, Howard Hill and Hells Peak. He discussed adding Scott Pet Road for 1/10 of a mile so we can just salt and not sand that section of road. There was more discussion around paving plans and a 10-year plan covering 2.2 miles per year. There is a plan to reclaim Howard Hill and pave it.
 - o Better Back Roads grants are due by March 17th and applications to the State are due by April 15th. Duane is applying for some paving funding this year as well.
 - o It was noted there needs to be consideration to filling the vacancy of Road Commissioner.

11. Old business

- a. Salt/Sand Shed

- There was discussion on the proposed salt/sand shed. Paul reported on receiving from Miles Waite the final report of well analysis – related to early contamination of salt. The report suggests using concrete floor, however he advised that asphalt is ok and will revise the paperwork to indicate this. Will look into concrete prices. Bill talked to an engineer. It was suggested that they should consider 6 foot walls as opposed to 10 foot walls. Discussion of walls and engineering took place. More information will be available for the next Select Board meeting.
- b. Genser
 - The Board reviewed emails from Stephanie and Kevin. Paperwork for reimbursements is being completed and work on connecting attorneys has been taking place to hold a closing and proceed with CDBG funding application.
- c. Planning Commission
 - They are finalizing the Town Plan, which includes looking at future uses for the Prouty property. Dick Dale asked if the Town had a plan. The PC would like to develop a plan.

12. New Business

13. Executive Session – Personnel

Wayne made a motion to move into Executive Session for Personnel discussion. Bill seconded. Motion passed with all in favor.

The board moved into Executive Session at 9:50 p.m. They Board came out of Executive Session at 10:05 p.m.

14. Adjourn

Will made a motion to adjourn. Bill seconded. Motion passed with all in favor.