

Town of Londonderry
Board of Selectmen
Monday March 20th, 2017
7 p.m.
Minutes
Approved April 3, 2017

1. Call meeting to order

Paul called the meeting to order at 7 p.m.

Paul began with a statement that about decorum and that while citizen involvement is welcome, that we need to remember at the end of the day all are neighborhoods and personal attacks will not be accepted.

Board Member's Present: Paul Gordon, Jim Ameden, Georgianne Mora, Tom Cavanagh

Staff Present: Stephanie Thompson, Tina Labeau, Keith Barton, Esther Fishman

Others Present: Dick Dale, Maryann Morris (The Collaborative), Bruce Frauman (GNAT), Mike Norris, Richard Korzvn, Candy Bliss, Warner Clark, Tom Fuller, Levi Drydan, Jamie Rawson, and Margaret Dawedeit

2. Additions or deletions to the agenda

- Local Control Commission – New American Grill – Outside Consumption Permit & First Class License
- Overweight Permits – TAM, David Chaves, TK Trucking
George made a motion to approve the additions. Tom Seconded. Motion passed with all in favor (4-0).
- Roads and Bridges – discussion of building compliance issues
George made a motion to approve the additions. Tom Seconded. Motion passed with all in favor (4-0).

3. Minutes

a. Approval of Regular Board Meeting Minutes – March 6, 2017

George made a motion to approve. Tom seconded. Motion passed with all in favor (4-0).

b. Approval of Special Board Meeting Minutes – March 15, 2017

George made a motion to approve. Jim seconded. Motion passed with all in favor (4-0).

4. Select board pay orders

- Passed around for review and signing. Tina will now begin to send them out on Friday via email ahead of the meeting for more time to review

5. Announcements/correspondence

- Paul provided a number of updates
 - VSP contract has been signed and sent to VSP
 - Dispatching services have been updated with interim road foreman, road commissioner and EMD info.
 - Website has been updated with newly elected officials. If there are any errors or omissions – let him know.
 - Board and Road Foreman vacancies have been posted.
- Esther announced that on May 13th 9 to 1 p.m. Electronics Collection at Flood Brook School.

6. Visitors and concerned citizens

a. Mike Norris – Route 100 Solar Project

- Provided project information to the Board with site plan and project explanation. From Norris Brother's Solar Development.
- 500 kw solar site they intend to build on the Yrsha property near the transfer station.
- Have done 2 other projects this size and take pride in citing the projects well, such as in Whiting and Pittsford Vermont.

- Property has been assessed for any wildlife or wetland impacts.
- Need binding support from Regional Planning and Municipal support for next step in the permitting process.
- George asked Paul of any existing solar projects in the Town – yes there are several, at least one in progress. Paul does not recall having to provide any approval.
- Dick Dale noted that in the new Town Plan (nearing completion) speaks to solar energy issue and the need to become independent of fossil fuels, and also with an eye to aesthetics. Reasonable, effective and sustainable solar energy that is aesthetics pleasing is supported by the Planning Commission.
- Project is foregoing the utility tax credits.
- Lisa Yrsha explained existing tree line buffer at the property that will shield the property and panels from the road and that they had aesthetics in mind when beginning the project.
- Paul would like the PC and DRB to review before the Select Board signed. George agreed with the idea. He said it is consistent with what the Town was considering if it was purchased by the Town last year as was considered. PC meets on 4/10 and the DRB meets 4/19 – Paul is willing to attend and present. If they get any other information, to please forward to the Select Board. Mike is happy to attend those meetings – Paul will get back to him.
- **Other:** Dick Dale reminded the idea of the Vermont Alert program was shared to the Board and have since met area first responders who are in favor of moving forward. He wants to be sure that this current board is still willing to hear their free presentation. Anyone can get alerts, but the Town and EMS can provide alerts in particular situations. The Board was in favor of the presentation. Examples of alerts are weather, emergency, road closures, etc.

7. Local Control Commission

a. Second Class Liquor License Renewals

- i. Jelly Enterprises
- ii. Mike & Tammy's Market and Deli

Jim made a motion to approve. George seconded. Motion passed with all in favor (4-0).

b. First Class Hotel License Renewal

- i. Swiss Inn

Jim made a motion to approve. George second. Motion passed with all in favor (4-0).

c. Tobacco License Renewal

- i. Jelley Enterprises

Jim made a motion to approve. George second. Motion passed with all in favor (4-0).

d. First Class Restaurant License Renewal

- i. Upper Pass Lodge
- ii. New American Grill

Jim made a motion to approve. George second. Motion passed with all in favor (4-0).

e. Outside Consumption Permit

- i. New American Grill

Jim made a motion to approve. George second. Motion passed with all in favor (4-0).

8. Town official's business

a. Newspaper of record

- Current newspaper of record is the Vermont Journal for any official ads and announcements that are required by law.

Jim made a motion to accept the Vermont Journal as the Newspaper of Record. George seconded. Motion passed with all in favor (4-0).

9. Transfer Station

- Keith said he could modify building with a 6'x2' slot with bins for returnable bottles which would keep bottles out of the weather and the building was originally designed that way. Esther said it was being used for

textile recycling and have a lead on another place (they get 12 tons per quarter). Keith said he has a new location in a trailer located on site that is not being used. Paul suggested to get Esther, Keith, and Tom together to look at and discuss options. A concern was brought up few weeks ago at meeting about items not going to Thrifty Attic and making sure they are not losing business. He would like to see anything that is done in conjunction with and not in competition with them. Esther has been in contact with and they didn't want to be on their donation list as they get things they do not want and Keith is picking up the items they can't/don't need twice per week. Candy Bliss said that she heard that in the past when Salvation Army was collecting there, some items were dirty, rags and trash that shouldn't be in with donations.

b. Overview

Esther provided an overview of the services, governing laws related to trash and recycling in the state, and the Town's served by the Transfer Station to the Board for the information of new Board members.

c. Stickers

- Working to get cash out of the Transfer Station. Esther shared the mock-up of the stickers that we could use, and would also look at a rate increase by a dollar or two depending on bag size. Stickers would go on the bags (\$2 value each). Allow for better customer service and less money handling. They can be sold at other towns (if agree) and possibly a retail outlet. To get the word out as it is such a big change, would be to get the information out in tax bills in July. Sticker cost at 50,000 would be \$0.02 each.
- George felt it was a good solution to fee collection.
- Dick was concerned about out of town guests who go to the transfer station and we sure ensure that they can buy stickers easily and conveniently.

d. Fuel tank replacement/grant

- PACIF grant with 50% match (due 4/1) to apply for three things, that VLCT laid out in the action plan in their site visit. 1) Double walled tank (single wall currently not made to be outdoors), Install angle iron by the construction and demo materials, and to get a fire rated cabinet for gas cans when not in use. The Board needs to sign the grant in order to apply. Nothing would be done until awarded except angle irons as they are in the budget. Cabinet match would come out of highway budget. Jim will be in touch with her as he is working on a lot of the highway stuff right now.

George moved to approve the 2017 PACIF application. Tom seconded. Motion passed with all in favor (4-0).

e. Transfer Station Fee Waiver – Neighborhood Connections

Paul asked Esther if they had talked to them. She spoke with Jackie and they have some items like furniture and mattresses that they cannot give away. If things are in okay shape they can go to the take-way shed. No car seats can be donated.

George made a motion to approve. Jim seconded. Motion passed with all in favor (4-0).

- Jim noted that he would like to see the Transfer Station handle more issues that they can, versus the need to get the Highway department involved. Esther agreed and that they should talk about specifics.

10. Roads and bridges

a. Overweight Permits

- i. Lawrence White Construction
- ii. Record Concrete
- iii. United Natural Foods, Inc
- iv. L.E. Weed & Sons, Inc
- v. TAM, Inc.
- vi. TK Trucking
- vii. David Chaves Excavating

Jim made a motion to approve the permit requests. George seconded. Motion passed with all in favor (4-0).

b. Opening of Paving Bids

Bids were due by 3/20. Bids opened were:

- Fuller Construction
 - Total: \$173,628
 - Total with alternates: \$195,318
 - Howard Hill Rd Option: \$66,660
- Wilk Paving
 - Total: \$314,073.75
 - Total with alternates: \$387,373.25
- Pike Industries
 - Total: \$254,116
 - Total with alternate: \$440,966
 - Howard Hill Rd Option: \$460,678
- EME Management/Springfield Paving
 - Total: 193,005.00
 - Total with alternates: \$211,952
 - Howard Hill Rd Option: \$276,096.95
- Lane Construction Corporation
 - Total: \$223,440
 - Total with alternate: \$375,880
 - Howard Hill Rd Option: \$596,380

Jim will review with Matthew at the Highway Department and make a recommendation to the Board.

c. Road Foreman Job Description

- Paul shared with the Board the draft of the Road Foremen job description that he, Stephanie and George updated from the 2015 edition.
- Jim felt that the additions and changes were good.
- George asked about the order of duties on some of these. There was discussion and it was agreed to move some items to make it flow better. On number 10, Jim suggested added Road Commissioner to the list.

George made a motion to finalize the Road Foreman job description with changes. Tom seconded. Motion passed with all in favor (4-0).

d. Compliance Issues

- Category A issues are being addressed currently and Jim is working to prioritize the B list.
- Since building was put in there has been some change over and all had keys. Jim suggested going to a programmable lock that can be programmed and would be easier to change over. He will look at getting some pricing.

11. Old business

a. Smoking/Personnel Policy

- Maryann Morris from The Collaborative attended to share information around smoking policy options for the Town.
- She shared some policies around smoke-free best practices for smoke free policy and employment, however they did not have a contingency for a tobacco area. There was no exact example they have worked some business that have that designated area. She also compared our current employment policies to what they have done with Dorset. Rob Gaiotti. in Dorset is willing to speak to anyone about how it worked. Similar employee size, had a few users and now they have none that smoke.
- Provided the Quit at Work packet including info on benefits of being smoke free, resources for employees who want to quit, quit supports, employee communication strategies, distance from buildings (measure to ensure far enough away to accomplish what the Board wants). It is also recommended to form a committee, TC is willing to serve on that to assist with plan to become 100% smoke free, and also to include tobacco user on staff to ensure their perspective is reflected. The committee could be those other than Board members. Like with policing, a Board member worked to establish and help, and then appoint individuals to serve/assist.
- Esther asked about policy and how it would affect visitors. Maryann recommended becoming tobacco free for all town properties – visitors included. Parks have already been marked. TC has free signs as well. Esther asked about how much open space is at the Transfer Station –

Maryann again said marking how far/much space to ensure limits cover the area or provide a designated tobacco use area.

b. Salt/Sand Shed

- Paul talked to Bill Wylie and he offered to help as general contractor as we proceed with general construction. He provided the name of his staff person who did the original blueprint, and they will work to get that updated with correct dimensions and things to review for RFP. He also contacted Green Mountain Power and a \$400 deposit is required that is refundable to get the process moving for connection after construction.
- Draft RFP was reviewed by the Board. Paul also suggested a pre-bid informational meeting for anyone who is looking to bid to ask questions.
- Revision will be made and will be submitted to the newspaper and other appropriate avenues.

c. Employee insurance issue – Progress is being made and employee is reviewing some options

d. Genser Property – FEMA is no longer being pursued for this property and it will now be under CDBG-DR funds. Stephanie said she has sent information on buyout amount to the Genser's and Town Attorney. Fisher is working on deeds and Stephanie is waiting to hear for the next step in the process.

e. Hart/Frogs Leap Property – Paul provided update that he has been in communication with Town attorney and individual living at the property. There are future options around auction or sealed bid processed for selling the property, though the relator that had it listed may have an interested buyer. Updates will continue.

12. New Business

- None

13. Adjourn

Jim made a motion to adjourn. George: seconded. Motion passed with all in favor (4-0). Meeting was adjourned at 8:59 p.m.
