

**Town of Londonderry**  
**Board of Selectmen**  
**Monday April 17<sup>th</sup> , 2017**  
*Approved May 1<sup>st</sup>, 2017*

**1. Call meeting to order**

**Paul called the meeting to order at 7:02 p.m.**

**Board Members Present:** Paul Gordon, Georgianne Mora, Bob Forbes and Jim Ameden

**Staff Present:** Stephanie Thompson, Kelly Pajala, Esther Fishman, Sharon Crossman, Kevin Beattie

**Other's in Attendance:** Bruce Genereaux, Wendy Heuer, Richard Cogliano, Brett LaRose, Candy Bliss, Irwin Kuperberg, Helen Hamman, Dick Dale

**2. Additions or deletions to the agenda**

None

**3. Minutes**

a. Approval of Regular Board Meeting Minutes – April 3, 2017

**George moved to approve the minutes. Jim Seconded. Motion passed with 3 in favor, one abstention**

b. Approval of Special Board Meeting Minutes – April 10, 2017

**Bob moved to approve the minutes. Jim seconded. Motion passed with all in favor.**

**4. Select board pay orders**

Passed around for review and signing.

**5. Announcements/correspondence**

Paul welcomed Bob Forbes to his first public meeting. He is filling seat which will be vacant in 2018. Tom is unable to be here tonight.

George attended a VLCT Select Board Institute. She advised it was a lot of information for new Board members, covering authority, municipal roads general permit, open meeting law compliance and the quasi-judicial role of the Select Board. Also, the VLCT Annual Town Fair will in October in Killington this year.

Dick Dale shared that the PC and Energy Committee met around the new Town Plan. The Energy Committee is working as one of three designated towns working on energy project planning.

Kevin Beattie shared that there will be an upcoming table top emergency drill later this year, as a result of a January emergency management meeting. This was an idea that was generated, working with local player who would be involved in a large-scale emergency, such as Town government, emergency management groups and emergency services, as well as possibly the school. He will update when they have a better idea of the timing.

**6. Visitors and concerned citizens**

**a. Bruce Genereaux – Green Mountain Solar**

Bruce attended to share about a smaller solar farm projects for those who are not able to put on their home. They purchased a permit from the Brattleboro company for a project off Thompsonburg Road. Local individuals have shared with him about the visual impact. A visual screening plan is expected to be ready in June.

Sharon Crossman asked if the map provided was on phase one or phase two. Bruce said the original permit was for twice the size it is now. Phase one was done in February. The second phase was applied for in 2016 successfully. Some comments came back from ANR around wetlands and ensuring that they are conforming. Testing will be done. He said he expects the project will end up slightly smaller than originally planned. Final scope of the project will be shared with interested parties, and then PSB will provide final ruling. Screening/trees that will be installed should be sufficient to also cover phase two installations. Screening was not

required by the permit, but based on previous owners concerns and the PCs concerns.

Dick Dale asked about access to the facility and how much traffic would be going into this project. Bruce advised twice per year, a brush hog has to go in and maintain, as well as if snow or communications maintenance. Dick also commented on the Town Plan and that there is a desire that Londonderry would be the beneficiaries of any such projects and wanted to know how the Town will benefit. Bruce said the town could choose to take a share of the power coming out (off-taker agreement) which would be at a lower rate on utility with no upfront cost. He also said anyone can participate by owing the panels that are then taken off their utility bill. The Clean Energy Development fund in Windham County (from Vermont Yankee set-aside funds), he would like to see a portion of the funds from the pool be used for anyone in Windham County who are income-eligible who could benefit. Dick asked about changing technology, and when it becomes outdated it is not always removed. He wanted to know if it could then be successfully removed with this project. The agreement they have would mean all assets would have to be removed at the end of the lease term.

Paul asked about the promotion of being an off-taker. Individual panel ownership is being advertised, but in terms of off-taking, Bruce said he prefers to work with municipalities on that. He would love to the Town's help to promote to Londonderry residents.

**b. Irwin Kuperberg – Conservation Commission**

Irwin came to introduce himself to new Board members. And provided an overview of what the LCC is and projects they are involved in/working on.

**c. VT Alert Presentation**

Brett LaRose, Emergency Management Support Specialist, and Rich Cogliano from the Vermont Emergency Management and Homeland Security agency attended to share information with the Town about participating in the VT alert, web-based alert program to help get important and emergency alerts out to citizens and anyone who is located in the town (via cell tower pinging), and can also be set to target individuals in certain areas. There is not direct cost to the community to utilize. Public broadcasts and targeted messages are able to be done based on what is needed and what individuals select to 'opt in' for when signing up. Town selects authorized notifiers for the system. Reverse 911 is available in high level emergency situations. Also can be adapted to specific private groups – staff, emergency services, etc. Paul advised he thinks it is something the Town would like to proceed with and will work with the CRO and EMD on that process.

**7. Local Control Commission**

None.

**8. Town official's business**

**a. Conservation Commission Appointment**

Irwin advised they have a new Board member up for appointment. Trevor Bickford provided a letter as he was unable to attend.

**George made a motion to accept Trevor Bickford as a member of the Conservation Commission. Bob seconded. Motion passed with all in favor.**

**b. Windham Regional Commission Appointments**

Annually the Board must appointment delegates to the WRC. George Mora and Denis Pickernell have indicated that they are willing to continue.

**Bob made a motion to approve the appointments. Jim seconded. Motion passed with 3 in favor with one abstention.**

**c. Emergency Operations Plan Annual Adoption**

Kevin advised this is annually required plan which helps us secure funding the event of an emergency.

**George moved to adopt and sign. Jim seconded. Motion passed with all in favor.**

**d. Wendy Heuer – Itinerant Vendor Application**

Wendy is started doing a food truck with seasonal food through a 20' concession trailer. Brown's has offered her space to be located. She expects to operate June through October. She is thinking her hours will be 11 a.m. to 6 p.m., and them possibly expand to 8 p.m. with primarily ice cream. All documents were provided for the application.

**Jim moved to approve the permit. George motioned. Motion passed with all in favor.**

**e. Beautification and Friends of Main Street Fundraiser**

Helen Hamman advised that annually they sped around \$1500 on the flowers for the bridges, which is covered by Town funds. Rotary has paid for the barrels and this year would like to work with the committee to do this, however there would need to be fundraiser to assist. They hope to be able to remove the expense from the Town. She wants to send out a letter and wanted to make sure it's okay to mention to the Beautification committee. Paul said he felt it would be appropriate that it notes that part of the project is funded by the appropriation in the budget. Helen said if funds are raised, they hope that next year they would not need those funds from the Town. If the funds are going to Rotary, then the town is not really involved. Jim asked for a draft of the letter before it is sent out. Helen advised they will opt to leave the Town committee out of the letter.

**9. Transfer Station**

**a. Fee Waiver – The Collaborative**

Esther had not seen. It will be held off and she will contact them.

**b. Employee Letter**

Esther advised that Steve Twitchell gave Tom Cavanagh a letter at a previous meeting around changes he thought would make the transfer station more profitable. Esther put together a response of the letter. She wanted to know if the letter should go to him, as is, or if the Board wanted to make any additions. Jim felt her response was appropriate, but that there seems to be a lack of communication, and some of his answers could have come from talking with Esther or Keith, and hopefully that can continue to improve. George asked if Keith received a copy and he had not. Paul said we want to acknowledge that we appreciate Steve's efforts and ideas though not through the proper channels. He wants a copy of both letters in his file and for Esther to provide a copy of the letter to Steve and Keith and to notify Tom of the decision.

**c. Other**

Saturday 4/22 is Earth Day and there is a backyard compost workshop, at 10 a.m. at Neighborhood Connections and they will have reduced rate backyard compost bins.

Green Up Day is May 6<sup>th</sup>. Bags should arrive soon to the Clerk's office and will be able to be picked up at People's Bank, IGA, Town Office and Transfer Station. They can be dropped at the Mill Tavern, Transfer Station and Depot Building after May 6<sup>th</sup>.

Irwin questioned the reason behind the Transfer Station wanting to change the process for trash collection. Paul said the auditors indicated that needed more accountability for funds. Esther said that while it is a change, many other towns use such a system. She advised she has gotten support from all other towns to put a notice in their tax bills, but Weston, Peru and Londonderry are willing to sell the cards at the Town Offices.

Candy said she is really enjoying working with the bottles and cans. There is some painting going on and yard work – just because it's a 'dump' doesn't mean it has to look like one.

**10. Roads and bridges**

**a. Overweight Permits**

**i. Crandall Logging, LLC.**

**Jim moved to approve. George seconded. Motion passed with all in favor.**

**b. Employee Compensation**

Paul advised that last week the Board hired Matthew Rawson as a new Road Foreman.

Jim said he has spoken with Matthew and he would like additional compensation based on the role of the position. He would like to suggest a \$1 raise and then a review in 6 months. His rate of pay will be \$20/hour.

**Jim made a motion to give Matthew a \$1/hour raise. George seconded. Motion passed with all in favor.**

**c. Other**

Matthew will be getting some training on the grader from Richard Pare.

**11. Old business**

**a. Sand/Salt Shed – Open Engineering Bids**

Paul opened bids received by the 4/14 deadline. He advised there was one individual who attended the pre-bid meeting.

- Sellers Treybal Structural Engineers, PC - \$4,150
- Robert Buchan Architect, PLLC - \$5,040

**Jim made a motion to accept the bid from Sellers Treybal Structural Engineers for \$4,000. George seconded. Motion passed with all in favor.**

**b. Genser Property – Approve amended property sub-grant agreement**  
Stephanie advised in working with Two Rivers PC and the attorneys in the CDBG buyout project. The amended needs to be assigned because we are changing funding sources from FEMA to CDBG.

**Jim moved to approve the amended agreement. George Seconded. Motion passed with all in favor.**

**c. Smoking policy**

George put together a draft policy based on suggested policies from other towns, per input from The Collaborative. Paul noted that seems to achieve what we are looking to do, and that increased signage is likely over time. Bob shared concern about the need to share this broader to the community and get any input.

Paul said it will be posted for any input and will be put on the next agenda.

**d. Hart/Frogs Leap Property**

No update.

**e. Employee insurance**

Paul explained we had a request a while back from Steve Twitchell on his health insurance. His wife was no longer on his plan as she is on Medicare, however due to gaps and co-pays he was hoping there could be a supplemental plan provided to assist. Blue Cross Blue Shield has a plan (F) for \$166.09/month, which would still be less than it would cost the Town if they were on two-person family plan if she were eligible. Paul noted a large raise had been requested in lieu of this, and this was much more feasible.

**Bob made a motion to approve supplying BCBS plan F for Roxanna Twitchell. George seconded. Motion passed with all in favor.**

**12. New Business**

**a. Draft RPF for Platt Elevation Project**

Stephanie presented the draft RFP to go out to bid for the elevation project.

Dick Dale said in the past there was concern from the previous Zoning

Administrator about the elevation and liability of any water that is pushed off into properties. Stephanie advised she has been in contact with Sharon Crossman about any permits. Jim noted he is favor as long as it remains that this project will not cost the Town anything beyond what the grant funds are covering.

**Jim made a motion to approve the RFP with the stipulation that the town will incur no expenses in the project. George seconded. Motion passed with all in favor.**

**13. Adjourn**

**George moved to adjourn. Jim seconded. Motion passed with all in favor. The meeting was adjourned at 9:13 p.m.**

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