

**Town of Londonderry**  
**Board of Selectmen - Regular Meeting**  
**Monday July 3, 2017**  
*Approved July 17, 2017*

**1. Call meeting to order**

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

**Board Members Present:** Paul Gordon, Bob Forbes, and Georgianne Mora. Absent were Tom Cavanagh and Jim Ameden.

**Staff Present:** Stephanie Thompson, and Tina Labeau

**Others Present:** Pat Salo, Bruce Frauman (GNAT), Kevin Beattie, and Jeff Duda

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

Stephanie requested the addition of the draft letter to employees regarding to the tobacco policy.

**George moved to add. Bob seconded. Motion passed with all in favor.**

**3. Minutes**

- a.** Approval of Regular Board Meeting Minutes – June 19<sup>th</sup>

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

**4. Select board pay orders**

Passed around for review and signing.

**5. Announcements/correspondence**

Paul noted that in response to an email from Cindy Gubb regarding Manchester's radar speed signs, that there is no money in the budget this year, but it has been requested that VSP bring their mobile cart. It was installed today. Information was received by the Board from Elan City who is a dealer of these products. Their stationary products are \$2,000 per unit. Permanent installation on a State highway would require a number of conditions to consider. Another speed cart will be coming from VTrans for use during a time period later in the summer. George asked if we could consider a mobile unit that could be moved based on areas of concern. The Town does not have a speed limit ordinance so that 50mph state limit is the limit for all town roads. Kevin suggested looking at grant funds to assist with the purchase, if that is a route the town wants to go.

Paul advised that on July 17<sup>th</sup> an ACT 250 hearing for Howe Big Rock Gravel at 9:30 a.m. at the site, followed by a hearing at the Twitchell Building. This meeting was postponed from June.

**6. Visitors and concerned citizens**

Kevin Beattie and Chief Jeff Duda attended to represent Champion Fire Company. His request was for the department to utilize the recently acquired Genser property for a drill prior to its demolition. They training would be for smoke ventilation, SCBA gear and nothing that would really impact the building but would provide a good training opportunity to the department. This would have to happen after the asbestos removal. Paul recalled a similar training was okayed for a building across the street a few years ago and timing hadn't worked out. Kevin advised that Champion's insurance would cover liability and they would sign a waiver. Stephanie will look into the insurance on the property and make sure it is okay with VLCT.

**Bob moved to approve the fire departments request for use of the property, with proper insurance and that the timing would not interfere with the demolition schedule between asbestos mitigation and demo. George seconded. Motion passed with all in favor.**

**7. Town official's business**

a. Dog Issue

Pat Salo was in attendance. Roger Sheehan, First Constable was to attend but had not arrived. The purpose is to ensure everyone is on the same page regarding any dog related complaints.

A recent incident occurred on Under the Mountain Road. Pat advised he spoke with both involved parties regarding a dog that bit a goat. He said he advised the owners to keep the dog away from the goat/goat away from dog. All parties lived on the same property, in some manner or another. Pat ensure the dog had its rabies shot and would soon be registered with the Town. Since the bite occurred, the goat passed away. Pat would like permission from the Board to mail out his tickets. Paul advised it was part of the ordinance and he was allowed to do so. VSP spoke with the parties involved and they were reminded that if it is on private property and the dog has permission to be there, it is outside the Town's area of concern. Paul advised that the Dog Ordinance will continue to be enforced.

Paul read the following statement from VSP:

As far as the State Police's role in animal complaints, we only handle the criminal end, Cruelty to Animals. We don't handle animal complaints other than that. I'm not sure where I heard it, but someone mentioned the Constable or Animal Control Officer in Londonderry was under the belief that because we have a contract with the town for additional police services, we will handle animal complaints as well. This is not true, we only do what we would normally do while working town contracts, we're just providing more coverage than the town would typically see. Civil animal complaints due to municipal ordinances need to be enforced by the town elected official." VSP, 6/28/17

b. Septage Fields- Haying RFP

The Board was presented with a draft RFP for haying, with bids due by July 28<sup>th</sup>, to be awarded on August 7<sup>th</sup> with work to be completed by August 18<sup>th</sup>.

**George moved to approve the posting of the RFP. Bob seconded. Motion passed with all in favor.**

c. Amended Grant Agreement – TROPC

- i. 434 Main St, S. Londonderry
- ii. 2331 North Main St, Londonderry

These are the formal documents for the CDBG-DR buyout extensions through 9/30/17.

**George moved to approve the two agreement amendments. Bob seconded. Motion passed with all in favor.**

d. Thank You Letters

Paul advised he would like to start a process that he will be glad to take charge of, to provide letters to organizations or individuals who do exceptional work or service to our community. Letters were to be sent to Champion Fire Company regarding their recent grant award, their community open houses and trunk-or-treat events. The second letter is to David Chaves Excavating showing their appreciation for their emergency assistance on recent road washout repairs.

Bob shared concerns with submitting a letter to a commercial enterprise, which we paid funds to for the work. George said that they did pretty much drop everything, so to speak, to assist our community. Bob said that reference in the forefront made sense. Paul added that they had done other work for the Town, such as work at Pingree Park. Paul noted that these would not be the only letters to be going out to others who help out in our community.

**George made a motion to approve sending the letters out. Bob seconded. Motion passed with all in favor.**

- e. Draft letter to employees regarding tobacco policy  
George drafted a letter to go out to employees, after a meeting she and Stephanie had with Victoria Silsby at The Collaborative regarding the recent tobacco policy change for the Town. George asked Tom to stop up to the Transfer Station to ensure there is a good place that can be used that would not result in possible smoking in the middle of the property. Paul added that an amendment to the Personnel policy would be forthcoming along with some other needed additional changes.

**George made a motion to approve sending out the letter to employees. Bob seconded. Motion passed with all in favor.**

## **8. Transfer Station**

Tina advised that Esther has ordered flyers to go in the tax bills for the punch card change.

## **9. Roads and bridges**

- a. Municipal Road Grant-in-Aid Pilot Program

**George moved to approve the submission of a letter of intent in the Grants in Aid pilot program. Bob seconded. Motion passed with all in favor.**

- b. Thatcher Access Permit – Hold until can be reviewed by Road Foreman and Commissioner
- c. Polk/Mole Access Permit – Hold until can be reviewed by Road Foreman and Commissioner
- d. Transportation Project – Upcoming Site Visit & Hearing – Rt 11 Culvert Thursday July 27<sup>th</sup> at 11 a.m. on VT Route 11 there will be site visit, with hearing to follow at the Twitchell Building, regarding a culvert replacement below Flood Brook School. This notice will be posted and anyone with a concern can attend.

## **10. Old business**

- a. Sand/Salt Shed  
Email was received this afternoon from Greg Sellers with a set of project plans for review. Paul and Bob will get together soon to review ahead of the next Board meeting
- b. Hart/Frogs Leap Property  
Paul advised that as of Friday 6/30, subject to both attorney's reviews, a substantial deposit and offer has been made for the purchase of the property. Paul hopes that there will be a closing in a few weeks. The inhabitant has legally been noticed to be out by Friday of this week, which was part of the offer to the buyers. He has been provided a stipend to vacant that will be recovered in the costs that the Town will recoup.
- c. 434 Main Street Reuse Update  
Stephanie advised no bids had been received to date. It has been reposted and individuals were advised that the deadline was extended to July 15<sup>th</sup>.
- d. Genser Property Update  
Stephanie advised that there was no update on when the asbestos work will be done, but had been targeted for mid-July. She will let the Board know when she has a date.
- e. VOSHA Update  
George is working on the LOTO program for the State. Paul spoke with Les Burns from the State who had offered an extension which was received, until July 20<sup>th</sup> and at that time, the cover sheet and table of contents for the program will be provided to them. Appropriate LOTO devices have been purchased.

## **11. New Business**

George mentioned her neighbors having issues with the shooting on the Prouty Land. Paul advised that this is a conversation that should happen and more research done. Tina advised times of day are outlined in Zoning By-laws. Bob felt that its use for that purpose was concerning as others may be using the property for recreation. Paul said community input is welcome and that a process should be put in place to determine what is and is not allowed on the property. Bob said that safety is a concern. Paul also felt that shooting should be a prohibited use.

**12. Adjourn**

**George moved to adjourn. Bob seconded. Motion passed with all in favor.  
The meeting was adjourned at 7:56 p.m.**

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