

**Town of Londonderry
Board of Selectmen
Regular Meeting Agenda
Monday August 21st, 2017
*DRAFT MINUTES***

1. Call meeting to order

Paul called the meeting to order at 7:01 p.m.

**Board Members Present: Paul Gordon, Georgianne Mora (by phone), Jim Ameden (by phone), Bob Forbes. Absent was Tom Cavanaugh.
Staff Present: Stephanie Thompson, Tina Labeau, Tammy Long
Others Present: Jawid Kosha (GNAT), Matthew Lewis (DC Design Build of Williston)**

Paul noted that if any vote is not unanimous, due to two people being present by phone, that we would then take a roll call vote, per Open Meeting Law.

2. Additions or deletions to the agenda

None.

3. Minutes

- a. Approval of Regular Board Meeting Minutes – August 7, 2017**

Bob made a motion to approve. George seconded. Motion passed with all in favor.

4. Select board pay orders

Passed around for review and signing. An additional signature will be needed, by Jim or George whoever is back in Town first. Tom will also be contacted to see if he can sign as well.

5. Announcements/correspondence

Correspondence were passed around and will be saved for the rest of the Board to review.

Paul thanked the Parks' Committee for Sunday's successful Family Fun Day at Pingree Park and for the movie night, as well as tonight's music night. More information is available online for the next movie night and music night.

6. Visitors and concerned citizens

None.

7. Town official's business

- a. Meeting date change – Labor Day**

**Paul suggested that the Board meet on Tuesday September 5th at 7 p.m.
There we no objections.**

- b. Town Administrator Resignation and Replacement Process**

Paul thanked Stephanie for her great nearly two years of service, and wished her well in her new role as Public Health Analyst with New England High Intensity Drug Trafficking Area program. Stephanie will be with the Town until September 1st, but has agreed to continue to work to finishing up some projects that are in process, as her schedule allows.

Stephanie thanked the Board, staff and Town saying it has been a pleasure and that through her new role, working with the Heroin Response Strategy that she hopes to still be connected with and serve as a resource for the community.

Paul proposed putting together a search committee to fill the Town Administrator position. That committee presented would be George and Paul from the Board, Tina Labeau, and Kevin Beattie.

George made a motion to approve the search committee as presented. Bob seconded. Motion passed with all in favor.

Paul recommended advertising the job with the existing job description, with a consideration of adding the option of adding the role of Zoning Administrator, with it being a full time position with benefits. Feedback has been positive, including that from Rep. Olsen, and that it would be more likely to attract quality candidates. Based on the funds in the budget, it can be afforded. George said she thought this was a good idea and would make it more appealing. Bob agreed that it might make for a greater pool of candidates. George will look at some other posting locations online that could be of no cost. Paul and Stephanie will work to get it posted at least in a few places later this week. There will be no deadline at this point.

8. Transfer Station

Paul said there was a robbery last week, where the start-up money for the day was taken. There have not been any updates from VSP. Paul said this is just another example of why we need to remove the cash from the transfer station as will be the case with the new process of stickers/cards.

9. Roads and bridges

a. Safety signs

No further discussion at this time. Stephanie and Paul will talk more tomorrow, and he asked for Jim to provide any thoughts he has. We will work to have recommendations for some warning signs for Main Street, Thompsonburg Road, possibly Middletown Road by the 9/5 meeting.

10. Old business

a. Sand/Salt Shed – Bid review and acceptance

- The building committee of Paul, Bob and Bill Wylie met at 3 p.m. today. They had advised the bidders at the pre-bid meeting that they would be opening them at that time to allow for any follow-up or clarifications.
- Paul thanked all bidders and that all would be advised by phone or email later tonight.
- Three general contractors were received.
 - DC Design \$286,800 all phases excluding asphalt quoted at \$160 per ton
 - Wright Construction \$209,462 all phases, add asphalt at \$21,275
 - All-Seasons Construction \$163,534 all phases excluding electric, add asphalt at \$17,700
 - Chaves Excavating \$38,000 site work/ground work
 - Hunter Excavating \$44,800 site work/ground work
 - Veteran Electric \$6,331.15 electrical work
 - Barton Electric \$4,800 electrical work
- The General Contractor role is appealing to alleviate Paul, Bob or Bill from having to serve in that capacity.
- The committee recommended that the Board approve the General Contractor bid from All Seasons \$181,234.00, including Asphalt, and the electrical bid to Barton Electric for \$4,800.00, which brings the total to less than the \$200,000 that the Board expected to expend.

Bob made a motion to contact with All Seasons Construction for \$181,234.00 to include asphalt, and to contract the electrical work to Barton Electric for \$4,800.00, for a total cost of \$186,034.00. George seconded. Motion passed with all in favor.

b. Prouty Land Usage

- Paul advised that after some additional comments and a discussion with Irwin Kuperberg from the Conservation Commission about interest in being involved in the discussion, he advised we were not looking to do a policy right now, but that we would be working to put up some signage.
- At this point we are looking at prohibiting any shooting of firearms, and also the possibility of closing the property to access from dusk until dawn, to eliminate camping and other late-night activities. Wording will be worked out and something will be drafted for approval at the 9/5 meeting and then signs can be ordered. Additional restrictions/usage can be discussed more in the future.
- George suggested the following language: *This property is owned by the Town of Londonderry. For the safety of the general public, the use of firearms for target practice on this land is prohibited. Violators will be prosecuted.*
- Bob advised that he is alright with the idea of banning some of these activities on the property, but that we do not have anything written for other Town properties. He suggested adopting for other properties as well, which might help people to better understand why we are writing these rules. He said there are some properties that some activities might be allowed.
- Paul added that another item that had been brought up as being permitted was stargazing, which she added she was ridiculed on the Londonderry forum page for this suggestion, and said that maybe sky watching might be better wording. With that thought, Paul said that there might be a reason to change the wording around dusk/dawn to be no-overnight use or a specific time cut-off.
- George agreed with Bob that a blanket policy might make sense but that we might not need to post at all properties, and right now that because of the issues at the Prouty land specifically about shooting, that this would be a priority.
- Jim said he disagrees with making it a blanket-policy for all properties. He said there might be an idea for opening it up in some areas that could be used, perhaps for target shooting, where it wouldn't affect someone, no or in future years. Bob and Paul agreed that does make sense.
- George said Jim has a good point and that because it is not an issue anywhere else right now, let's just worry about the Prouty Land, and if it becomes an issue elsewhere then it could be looked at down the road. Bob added there might be some properties that it would make sense for target shooting but would need to be organized.
- Paul addressed the night hours again, with the need to curb late-night activities or camping. Stephanie suggested a 10 p.m. cutoff, saying that it was a concern to say no-overnight access, as someone might be there and if VSP shows up could say that had only been there for a short time - vague. Bob suggested no overnight camping. Paul added that there had been a concern about any mud bogging that it would be left out.
- George said that has gone on after dark. She added that there is a ridge and tree-line and a drop in the roadway, and wondered about a gate to prohibit vehicles from getting into the far areas in the back? Paul said he recalls being down there and that if there was only one way in, that a gate would work, but he would need to look at it again, to ensure there are no alternative paths available.
- Paul spoke with VSP officer this weekend and he had advised that it looked like there had been camping there recently.
- Paul suggested that each Board member add a thought or two regarding after hours for further discussion at the meeting on the 5th.

c. Genser Property Update

- Catamount began asbestos remediation work today, 8/21. It is expected that TAM will begin demo on 8/28. Stephanie will update the Board with any

changes or updates that might be pertinent. Paul will try to stop by tomorrow to check in on timeline. George asked about the fire department usage. Stephanie does not think it would be possible at this point but if the timeline moves along, but that she would be in contact with Trevor Mance from TAM as well as Kevin Beattie and Jeff Duda.

11. New Business

a. Sharps/Needle Disposal & Training

- Stephanie attended the Statewide Sharps Task Force meeting in Burlington two weeks ago. She had some resources that she shared with the Board and can be posted on the Town website. She is working to get resources from a pilot program that was done in St. Johnsbury and will share once she has.
- Paul spoke with Esther about the Transfer Station and she has put together with different groups around states an A-Z list, which is on the town website, and that according to them that it is acceptable for the public to dispose of sharps in a sealed container, such as a laundry or soda bottle, and be taped off, and put into the trash. Further investigation around what we can do to keep our staff safe will be done in the event they need to collection and will be shared as it becomes available.

12. Adjourn

Bob made a motion to adjourn. Jim seconded. Motion passed with all in favor.

The meeting was adjourned at 7:46 p.m.

Bob wished Jim and Pam a Happy Anniversary. Also a Happy Anniversary to Tom and his wife!