

TOWN OF LONDONDERRY
Select Board Special Meeting Minutes
8/6/18, 6 PM
100 Old School Street, Londonderry, VT

Board Members Present: Jim Ameden, Georgianne Mora, Tom Cavanagh, Taylor Prouty,

Board Members Absent: Bob Forbes

Others in Attendance: Bruce Frauman, Sharon Crossman, Kevin Beattie, Tom Platt, Dwight Johnson, Mathew Rawson, Dick Dale, Kelly Capen, Esther Fishman

1. Call meeting to order

Select Board Chair **Jim Ameden** called the meeting to order at 6:04 pm.

2. Additions and Deletions to the Agenda

Robert requested that a second personnel issue related to the Transfer Station be added to the agenda for executive session, **moved by Jim, seconded by George, approved by all in favor.**

George moved to add a thank you for Sandra Clark for a successful completion of town-wide reassessment be added to the agenda, seconded by Taylor, approved by all in favor.

George moved to go into executive session to address personnel issues related to the Road Crew and the Transfer Station, seconded by Tom, approved by all in favor.

The Select Board entered executive session at 6:08 PM

George moved to come out of executive session, seconded by Tom, approved by all in favor.

The Select Board came out of executive session at 6:56 PM

Tom moved to add the approval of Sharon Crossman's employment application to the agenda.

Taylor moved to add an update to the personnel policy regarding accrued vacation and personal time to the agenda, both motions seconded by George, approved by all in favor

3. Minutes Approval

George moved to approve the minutes from 7-16-18, seconded by Tom, approved by all in favor.

4. Select Board Pay Orders

Select Board pay orders distributed, reviewed and signed.

5. Working Session with the Traffic Safety Committee to clarify Mission and Goals

George expressed concern that a member of the Committee had spoken to a member of the public about an issue that was not discussed internally within the Committee and was outside the scope of what the Committee was focusing on. George stated that she had concerns that the member of the public may then come to the Select Board and ask how the Board was following up on an issue that was not actually being addressed by the Committee.

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Dick Dale stated that he, as Chair of the Committee, sent an email to the Committee outlining the Committee's charge and mission. **Dick** discussed that mission and stated that he would represent the position of the Committee and ensure that the Committee spoke with a single voice reflecting facts not opinion. **Dick** stated that he believes the Committee members now have a shared and consistent understanding of their role. **Jim** stated that he didn't think that the Committee understood that it was an information gathering group. **Dick** stated that individual concerns must go through the Committee Chair. **Taylor** thanked Dick for his efforts to congeal the Committee's actions. **Dick** stated that issues involving Rt. 11 and Rt. 100 should be considered by the Select Board. **George** stated that issues must be addressed through a specific process. **Kelly** stated that she was having difficulty communicating with the Committee. **Jim** stated that they can request certain things from VTrans but cannot tell the State what to do with State controlled roads. **Kevin** stated that the Town can influence VTrans' decisions, stating that the four-way stop intersection was an example. A discussion followed about signage on State roads. **Dick** stated that the Committee's final report will include factual data about all issues identified. **George** stated that the Committee hopes to have data from traffic counts soon.

6. Announcements and Correspondence

None

7. Visitors and Concerned Citizens

Sharon Crossman provided a Planning Commission update, stating that a hearing on the Town Plan Energy Amendment (EEP) was scheduled for 8/13 and then it would be sent to the Select Board for their public hearing. Sharon discussed the advantages to the Town of having an approved energy plan. **George** asked if the Windham Regional Commission (WRC) could approve the plan before it was adopted by the Select Board. **Sharon** stated that it could. **Sharon** also stated that there were time constraints because of the need to get a Municipal Planning Grant.

Toby Fitch discussed the need for a dead end sign on Under Mountain Road because people were going down the road and being forced to turn around or becoming stuck and needing to be towed out. **Jim** stated that the road was not actually a dead end but turns into a Town trail. **Dick** suggested that a no outlet sign be placed instead of a dead end sign. **Jim** stated that he had no problem with placing a no outlet sign.

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8. Town Officials Business

Update on Platt mitigation Project – **Robert** stated that Dwight Johnson had graciously agreed to assist with getting the Platt elevation project moving forward. **Dwight** provided a report of the project and a perspective on what would need to happen to move the project forward as well as a discussion about costs to the Town and the reimbursement of those costs from the State using FEMA grant funds. **Robert** stated that while the Platt project can serve as a valuable pilot for other important flood projects it does carry with it overhead that will require Town time and resources to complete.

Robert provided a report on the status of zoning enforcement cases, stating that several cases had exhausted the internal enforcement steps and would need to be forwarded to the Town Attorney if further action was to be taken. **Robert** described how the process would work including the necessity for filing documents with Environmental Court. A discussion followed about the difficulty in pursuing enforcement cases and the need to either enforce existing zoning regulations or to modify those regulations. **Dick Dale** stated that he believes that it is important to take some of the enforcement issues to the Environmental Court for a decision. **Jim** stated an effort should be made to resolve enforcement cases as quickly and as cost effectively as possible and if they can't be resolved move them to Environmental Court as a last resort. **George** said that makes sense if we agree that we will go to court if they can't be otherwise resolved. **Jim** said he feels that we have to take the serious cases to court if they can't be resolved. **Robert** explained how the zoning office often works with property owners for months, even years in an attempt to get a resolution to outstanding zoning issues. He stated that he felt it was important to do everything possible to resolve issues before going to court. **George** stated that she felt it was important to work with property owners.

George stated that she would like the Board to recognize the work of Sandra Clark in successfully completing the Town-wide reassessment by sending a thank you note and a bouquet of flowers to Sandra. **George moved to do so, seconded by Taylor, approved by all in favor.**

9. Board Approval of Employment Application – Assistant to Town Administrator

Tom moved to approve the employment application from Sharon Crossman and to hire her as a part-time Assistant to the Town Administrator, working 15 hours per week, at a rate of \$20 per hour, seconded by George, approved by all in favor. Sharon stated she would need to sleep on the offer and respond tomorrow.

10. Clarification of using Accrued Time off while Worker's Compensation

Taylor moved to update the personnel policy to allow employees who were receiving worker's compensation to use accrued vacation and personal time to supplement their pay until they could fully return to work seconded by Tom, approved by all in favor

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11. Transfer Station

Tom reported that they had received a verbal bid in the amount of \$3,400 to have all four backhoe tires filled to prevent punctures, stating that the funds could come from the maintenance budget. **Tom moved to accept the bid, seconded by George, approve by all in favor.**

Esther asked if there were any questions on the proposed *TAM* contract and explained that costs were going up because landfills were being closed. **Jim** asked if it should go out to bid. **Esther** provided background on the history of bid attempts. **George** suggested we approve this contract but put it out to bid when it expires. **Tom moved to approve the TAM contract, seconded by George, approved by all in favor.**

Esther reported on the increasing costs of recycling. A discussion followed about the options for recovering the costs for recycling, including increasing charges for use of the transfer station.

12. Road and Bridges

Mathew reported that they had used 546 gallons of fuel, were working on fixing ruts in the roads after the rains and should be completing paving next week. **Mathew** also reported on an issue resulting from a beaver dam. A discussion followed about the need for putting a surface coating on the salt shed. **Jim** stated that Bob Forbes was staying on top of issues related to the salt shed. **George moved to approve an Excess Weight permit request from RU Excavating, seconded by Tom, approved by all in favor.**

Jim asked about getting lines painted on the new pavement. **Mathew** said he would look into it. **George** stated that she was contacted by WRC about using interns to help complete the Road Erosion Survey. **George** stated that she would also look into grant funding to complete the survey work.

13. Old Business

Robert provided an update on the ED Brown case stating that an agreement had been reached between Mr. Brown and the Diversion Program. **Robert** also provided an update on the two derelict buildings on Middletown Road stating that he had received a letter from one property owner committing to a specific date for removal of the structure and expected to receive a similar letter from the second property owner soon.

14. New Business

None

15. Adjourn

George moved to adjourn at 8:50 pm, seconded by Tom, approved by all in favor.

Approval Signatures: