

GUILFORD SELECTBOARD - MEETING
Monday, 11 March 2019, 6:30 pm, 236 School Road, Guilford, VT

MINUTES

SELECTBOARD MEMBERS PRESENT: Verandah Porche, Richard Wizansky (via phone), Sheila Morse, Gordon Little, Michael Becker

OFFICIALS/ STAFF PRESENT: Peder Rude (Town Administrator), Dan Zumbruski (Road Foreman/Commissioner)

- I. Call to Order
- II. Recognition of Public: Ian Kiehl (BCTV), Gabby Ciuffreda (resident)
- III. Rules of Procedure
- IV. Additions
 - a. **Guilford Free Library CDBG Planning Grant Application**
- V. Changes to Agenda Order
- VI. Approval of Minutes (5 minutes)
 - a. Regular Meeting - 11 February 2019
 - i. **ACTION** Sheila moved to approve the minutes as written. Richard seconded. All were in favor. None were opposed. No one abstained. Motion carried.
- VII. Highway
 - a. General Update
 - i. Dan reminded us it's been snowing and they've been salting, sanding, and filling in potholes. Getting ready for mud-season. He is about to "post the roads" - e.g. to prohibit heavy trucks from driving on (and tearing up) roads.
- VIII. New Business
 - a. Welcome New Selectboard Members (5 minutes)
 - i. Welcome to newly elected board member Michael Becker and welcome back to Richard Wizansky who was re-elected.
 - b. Conflict of Interest Statements (10 minutes)
 - i. Peder presented the annual conflict of interest statements for the Selectboard to complete.
 - c. Readopt Selectboard Rules of Procedure (5 minutes)
 - i. **ACTION** Gordon moved to re-adopt the Selectboard Rules of Procedure as amended. Verandah seconded. All were in favor. None were opposed. No one abstained. Motion carried.
 - d. Elect Selectboard Chair & Vice-chair (5 minutes)

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- i. **ACTION** Gordon moved to elect Sheila Morse as the Selectboard Chair and Richard Wizansky as the Selectboard Vice-Chair. Verandah seconded. All were in favor. None were opposed. No one abstained. Motion carried.

e. Selectboard Annual Goals (30 minutes)

- i. Sheila reviewed some items from last year and ones that still need attending to this year. She reviewed the following goals individually in detail:
 1. Implement the Town Capital Plan
 2. Strive to be a place where young individuals and families can live and build a sustainable financial future.
 3. Hear regular reports from the various Town Commissions.
 4. Be aware of the needs of elders to age in place based on the Town Plan.
 5. Facilitate collaboration amongst Guilford nonprofits and community organizations.
 6. For the Selectboard to continue to be active, open, and transparent.
 7. To implement a social media program for Town communication.
 8. Traffic safety in Algiers Village and Guilford Center.
 - a. **ACTION** Peder to follow up with Marc on the Highway Safety Audit Report for both villages.

There was extended discussion between Selectboard members to further clarify these goals in hopes of moving toward concrete activities from aspirations.

f. Selectboard Annual Appointments (15 minutes)

- i. **ACTION** Gordon moved to appoint the following individuals to the positions as read. Verandah seconded. All were in favor. None were opposed. No one abstained. Motion carried.
 1. Road Commissioner - Dan Zumbruski
 2. Delinquent Tax Collector - Penny Marine
 3. EMD - Chuck Carrier
 4. Conservation Commission - Linda Lembke, Bill Jewell, Karen Murphy
 5. Planning Commission - Michelle Frehsee, Jethro Eaton
 6. Recreation Commission - Wendy Stone, Eric Jones
 7. Windham Regional Commission - Gabby Ciuffreda, Steve Lembke
 8. Town Pound - Marianne Lawrence
 9. Floodplain Administrator - Steve Lembke
 10. Green Up Day Coordinator - Elly Majonen
 11. Tree Warden - Dan Zumbruski
 12. WSWMD Director - Sheila Morse
 13. WSWMD Alternate - Cheryl Franklin
- ii. Sheila highlighted the current vacancies:
 1. Constable
 2. Dog Officer
 3. Deputy Health Officer
 4. Conservation Commission
 5. Planning Commission
 6. Recreation Commission
 7. Energy Coordinator
 8. Bullock Education Scholarship Committee

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- g. Selectboard Newspaper of Record (5 minutes)
 - i. **ACTION** Gordon moved to approve the Brattleboro Reformer as the newspaper of record for 2019-2020. Richard seconded. All were in favor. None were opposed. No one abstained. Motion carried.
- h. Annual Fiscal Year Audit Draft Contract (10 minutes)
 - i. Sheila reviewed the current status.
 - ii. **ACTION** Richard moved to accept Mudgett Jennett & Krogh-Wisner three year contract and enable Sheila to sign on behalf of the Selectboard. Gordon seconded. All were in favor. None were opposed. No one abstained. Motion carried.
- i. Guilford Free Library CDBG Planning Grant Application (10 minutes)
 - i. Peder shared with the Selectboard that Richard and Laura, both on the GFL Trustees, had been in discussions with Isaac Wagner of Wagner Development Partners to engage him to assist in applying for a CDBG Planning Grant. Earlier that day, Peder received quite a bit of information from Isaac, of which most of it needed attention prior to the next Selectboard meeting. The Selectboard had previously unanimously agreed to support the library in pursuing this opportunity. The first thing that needed attention was setting a public hearing. Due to the tight time schedule, Isaac recommends the date of 8th April at 6:00pm prior to the regular Selectboard meeting that evening. The application is due 16th April. Richard shared some additional details. The other two items requested were that the Town needs to be the applicant on the grant and that the Town would need to sign a contract with him. The contract is similar to the one that was used for the planning grant for CC4G. Lastly, Isaac requested the Selectboard approve the ACCD Resolution for VCDP Grant Application Authority.
 - ii. **ACTION** Richard moved to authorize Peder to sign a contract with the Wagner Development Partners for professional services to contract to apply for the GFL CDBG application. Verandah seconded. All were in favor. None were opposed. No one abstained. Motion carried.
 - iii. **ACTION** Richard moved to approve the Resolution for VCDP Grant Application Authority. Gordon seconded. All were in favor. None were opposed. No one abstained. Motion carried.
- j. **ACTION** Sheila moved to move Communications before old business. Gordon seconded. All were in favor. None were opposed. No one abstained. Motion carried.
- k. Communications
 - i. Thanks to Floodplain Administrator
 - 1. **ACTION** Peder to send a letter of thanks on behalf of the Selectboard to the Floodplain Administrator.
 - ii. Verandah's poem of thanks to Gabby.
 - iii. Sara Coffey was approached by the Vernon Selectboard to have a joint meeting between the two Selectboards to discuss possible cost sharing. Sheila discussed it with her briefly and felt a specific agenda would be helpful. More planning to ensue.
 - iv. Community & Economic Development Forum by VLCT
 - v. BDCC & SeVEDS

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IX. Old Business

- a. BCTV Contract (5 minutes)
 - i. **ACTION** Gordon moved for Sheila to sign the BCTV contract on behalf of the Selectboard. Michael seconded. All were in favor. None were opposed. No one abstained. Motion carried.
- b. BBCC Contract (5 minutes)
 - i. Sheila stated that while the contract had been previously approved by the Selectboard, it could not be executed until funding was approved for the Town Budget at Town Meeting Day. As the General Fund budget was approved the week prior, the contract can now be signed.
 - ii. **ACTION** Include value of service provided to BBCC in plowing and tax deferral.
- c. Rescue Inc. 3 Year Contract (5 minutes)
 - i. Gordon reminded everyone of the previous discussion about the Rescue Inc. contract proposal from the previous autumn.
 - ii. **ACTION** Richard moved for Sheila to sign the Rescue Inc contract on behalf of the Selectboard. Gordon seconded. All were in favor. None were opposed. No one abstained. Motion carried.
- d. Updated Fort Dummer MOU (5 minutes)
 - i. Peder reminded the Selectboard that last year the Recreation Commission brought to them an MOU with Fort Dummer State Park to provide free day use passes to Guilford residents. Due to a number of mitigating factors at the state, they never completed the MOU. A couple of weeks ago, the state contacted the Recreation Commission with a new MOU to begin at the beginning of the season for the park. For this initial season, there will be an initial cap of \$300 to see how successful the program is and whether Guilford residents take advantage of it or not. If it is very popular, the state may consider increasing that figure in the future.
 - ii. **ACTION** Richard moved to give Sheila authority to sign the MOU and two additional members to witness. Verandah seconded. All were in favor. None were opposed. No one abstained. Motion carried.

X. Finance

- a. Warrants (5 minutes)

Payroll – WE 03/03/19	\$6367.39
Payroll – WE 03/10/19	\$8725.73
Expense Warrant #1917	\$36,059.70
Expense Warrant #FW17	\$50.50
TOTAL	\$51,203.32

ACTION Gordon moved to pay finance warrants as read. Richard seconded. All were in favor. None were opposed. None abstained. Motion carried.

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XI. Adjournment

ACTION Michael moved to adjourn at 8:06 pm. Gordon seconded. All were in favor. None were opposed. None abstained. Motion carried.

Next Selectboard Meeting: 03.25.19 at 6:30 pm

Sheila Morse 

Verandah Porche 

Richard Wizansky 

Gordon Little 

Michael Becker 

