

GUILFORD SELECTBOARD - MEETING
Monday, 22 July 2019, 6:30 pm, 236 School Road, Guilford, VT

MINUTES

SELECTBOARD MEMBERS PRESENT: Sheila Morse, Verandah Porche, Richard Wizansky, Michael Becker

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

- I. Call to Order
- II. Recognition of Public: Ian Kiehle (BCTV), Zon Eastes (resident), Eric Jones (resident), Wendy Stone (resident), Rick Zamore (resident)
- III. Rules of Procedure
- IV. Additions
- V. Changes to Agenda Order
- VI. Approval of Minutes (5 minutes)
 - a. Regular Meeting - 8 July 2019
 - i. **ACTION** Richard moved to approve the minutes as written. Verandah seconded. All were in favor. None were opposed. No one abstained. Motion carried.
- VII. Highway
 - a. General Update (5 minutes)
 - i. Still grading roads and working on Carpenter Hill Road. There was a lot of ledge to hammer over there and has taken more time than expected. The Road Crew has also been mowing roadsides and a few other things.
 - b. Sand Bids (5 minutes)
 - i. Dan and Peder shared the sand bids with the Selectboard. There was a brief discussion between Selectboard members.
 - ii. **ACTION** Richard moved to split the sand bids between Cersosimo Industries and Zaluzny Excavating for \$8.00cy for each company. Michael seconded. All were in favor. None were opposed. No one abstained. Motion carried.
 - c. Update Town Highway Road & Bridge Standards (15 minutes)
 - i. Peder presented the new Town Road and Bridge Standards and the background to the Selectboard. There was extended discussion about the new standards between the Selectboard and Dan.
 - ii. **ACTION** Richard moved to approve Sections 1, 2, and 3 of the new Town Road and Bridge Standards and include the existing Town of Guilford Standards as Appendix C for the remaining standards. Michael seconded. All were in favor. None were opposed. No one abstained. Motion carried.
- VIII. Executive Session (15 minutes)

GUILFORD SELECTBOARD - MEETING
Monday, 22 July 2019, 6:30 pm, 236 School Road, Guilford, VT

- a. **ACTION** Richard moved that premature knowledge of discussions could potentially put the Town at significant disadvantage. Verandah seconded. All were in favor. None were opposed. None abstained. Motion carried.
 - b. **ACTION** Richard moved to enter into Executive Session at 6:57pm and invite Dan Zumbruski and Peder Rude to join, to discuss personnel matters per 1 VSA § 313 (a) (1). Michael seconded. All were in favor. None were opposed. None abstained. Motion carried.
 - c. The Selectboard exited Executive Session at 7:13pm.
 - d. **ACTION** Richard moved to accept Dan's recommendation to hire a new road crew member contingent upon a successful background check and passing a pre-employment drug test as mandated by law. Verandah seconded. All were in favor. None were opposed. No one abstained. Motion carried.
- IX. **ACTION** Verandah moved to change the agenda order to move the Rec Commission Grant and website update presentation. Richard seconded. All were in favor. None were opposed. No one abstained. Motion carried.
- X. Old Business
- a. Recreation Commission Grant (5 minutes)
 - i. Peder updated the Selectboard on some changes to the grant application that Wendy had been working on for the Recreation Commission's work at the Playscape. The major change was the addition of a signage kiosk to comply with insurance requirements. Wendy further clarified some things for the Selectboard on the topic. There was some conversation between the Selectboard and Recreation Commissioners present, especially regarding funding, in recognition of an earlier (but superceded) wish on the part of the Town at the Playscape involve Town funds. The Selectboard reiterated their unanimous support of the work the Recreation Commission and commended their dedication to providing more outdoor activities for Guilford residents.
 - ii. **ACTION** Richard moved to go with a sole source vendor to approve the construction and installation of a kiosk sign at the Playscape, should the grant be approved. Michael seconded. All were in favor. None were opposed. No one abstained. Motion carried.
 - iii. **ACTION** Richard moved to revise the previously approved grant application to include the signage kiosk and to not exceed \$4630.25. Verandah seconded. All were in favor. None were opposed. No one abstained. Motion carried.
- II. Website update - Eric Jones
- a. Eric presented the new Town website to the Selectboard and community, walking them through the new features and layout. There was a brief discussion after his presentation.
- XI. New Business
- a. Set Tax Rate (5 minutes)
 - i. At the end of every July, the Selectboard is responsible for setting the tax rate. This is contingent upon getting information from the state and school, the completion of the grievance process, and the budget passed at Town Meeting Day. Lisa, Penny, and Peder all play a part in compiling the information for the tax rate. Sheila explained how the numbers are compiled and where the numbers come from. The Selectboard was excited to point out that the homestead tax rate went down by 1% this year.

GUILFORD SELECTBOARD - MEETING

Monday, 22 July 2019, 6:30 pm, 236 School Road, Guilford, VT

- ii. **ACTION** Richard moved to set the tax rate at \$2.4785 for homestead and \$2.3655 for non-resident. Verandah seconded. All were in favor. None were opposed. No one abstained. Motion carried.
- b. Guilford Free Library Grant Resolution Agreement (5 minutes)
 - i. **ACTION** Sheila moved to accept the Guilford Free Library Grant Resolution. Michael seconded. Richard recused himself. Sheila, Verandah, and Michael were in favor. None were opposed. Motion carried.
- c. VLCT PACIF Internal Financial Controls for Municipalities (2 minutes)
 - i. Annually, Penny has to submit an Internal Financial Controls Checklist for Municipalities to VLCT. This year is the first time that VLCT requires approval of the Selectboard. There was a brief discussion.
 - ii. **ACTION** Richard moved to agree with the Internal Financial Control Checklist for Municipalities for VLCT as presented by Penny and authorize Sheila to sign on behalf of the Selectboard. Michael seconded. All were in favor. None were opposed. No one abstained. Motion carried.
- d. Library & BBCC survey (10 minutes)
 - i. Rick shared that the BBCC is undertaking phase two of their renovations. He shared further details with this. Part of this relates to an Act 250 assessment to collect data on abutting septic systems and wells.
 - ii. **ACTION** Richard moved to approve the request to collect data on the septic and well on the Guilford Free Library, owned by the Town. Verandah seconded. Michael recused himself. Richard, Sheila, and Verandah were in favor. None were opposed. Motion carried.

XII. Discussion/Updates

- a. WRC Commissioners Update (10 minutes) - POSTPONED

XIII. Finance

- a. Warrants (5 minutes)

Payroll – WE 07/14/19	\$6029.06
Payroll – WE 07/21/19	\$6713.89
Expense Warrant #2002	\$37,289.55
Expense Warrant #FW02	\$140.00
TOTAL	\$50,172.50

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

XIV. Executive Session

- a. **ACTION** Verandah moved that premature knowledge of discussions could potentially put the Town at significant disadvantage. Richard seconded. All were in favor. None were opposed. None abstained. Motion carried.

GUILFORD SELECTBOARD - MEETING
Monday, 22 July 2019, 6:30 pm, 236 School Road, Guilford, VT

- b. **ACTION** Richard moved to enter into Executive Session at 8:11pm and invite Peder Rude to join, to discuss a grievance other than a tax grievance per 1 VSA § 313 (a) (1) (d). Verandah seconded. All were in favor. None were opposed. None abstained. Motion carried.
- c. The Selectboard exited Executive Session at 8:25pm taking no action and requesting further communication.


XV. Communications

- a. Community Leadership Summit
- b. VLCT offer to speak with Selectboard on important issues - Peder to add to tickler list
- c. GVFD Annual Trustees Meeting
- d. GVFD Auxiliary Boot Drop - 09.02.19 7:30 - 2:30pm.
- e. VT Community Leadership Summit
- f. WCHS Intake Report
- g. SeVEDS Update & Report

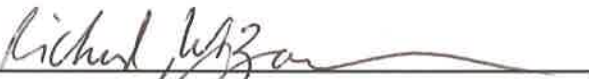
XVI. Adjournment

ACTION Richard moved to adjourn at 8:32 pm. Michael seconded. All were in favor. None were opposed. None abstained. Motion carried.

Next Selectboard Meeting: 08.12.19 at 6:30 pm

Sheila Morse 

Verandah Porche 

Richard Wizansky 

Gordon Little 

Michael Becker 