

GUILFORD SELECTBOARD - MEETING
Monday, 12 July 2021, 6:30 pm, 236 School Road, Guilford, VT

DRAFT MINUTES

SELECTBOARD MEMBERS PRESENT: Richard Wizansky, Verandah Porche, Michael Becker, Zon Eastes, Rusty Marine

OFFICIALS/ STAFF PRESENT: Peder Rude (Town Administrator)

- I. Call to Order
- II. Recognition of Public: Austin Rice (BCTV), Sheila Morse (resident), Lesley Malouin (resident)
- III. Rules of Procedure
- IV. Additions
- V. Changes to Agenda Order
- VI. Approval of Minutes (5 minutes)
 - a. Regular Meeting - 28 June 2021
 - i. **ACTION** Verandah moved to approve the minutes as written. Rusty seconded. All were in favor. None were opposed. No one abstained. Motion carried.
- VII. Highway
 - a. Peder spoke with Dan and the road crew earlier in the day. They have primarily been focused on trimming trees, cutting grass in the right-of-way, and replacing culverts. Verandah shared that she met the crew at the garage and went on a ride through town with Dan that she's never been on in 51 years!
- VIII. New Business
 - a. Mowing RFP
 - i. Our current contract with X-pert Lawncare expired on 30th June and had been a three year contract. X-pert Lawncare has offered a new contract, but the Selectboard needs to decide if they want to either put out an RFP for a new contract or make an exception to the purchasing policy and accept the new contract from X-pert Lawncare. Richard shared that he feels Tyler does an excellent job and is a Guilford resident. There was a discussion between Selectboard members.
 - ii. **ACTION** Richard moved to make an exception to the Town purchasing policy and go with a sole source vendor of Xpert Lawncare, pending review of the bid. Michael seconded. All were in favor. None were opposed. No one abstained. Motion carried.
 - b. Internal Financial Controls
 - i. Peder reminded the Selectboard that at the beginning of every fiscal year, they need to certify to the state that the town has in place policies and procedures that govern financial controls. There was a brief discusison.

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ii. **ACTION** Michael moved to certify Guilford's Internal Financial Controls. Rusty seconded. All were in favor. None were opposed. No one abstained. Motion carried.

c. Recreation Commissioner Appointment: Ragan Beebe

i. **ACTION** Michael moved to appoint Ragan Beebe as a Recreation Commissioner. Verandah seconded. All were in favor. None were opposed. No one abstained. Motion carried.

IX. Old Business

a. Online Payments/Donations

i. Richard reminded everyone that the Recreation Commission requested that the town accept online payments and/or donations. He also shared that he had spoken with Penny and as Treasurer, she did not want to deal with this at this time and suggested that the Selectboard consider it in the future. Peder spoke with Penny about the items listed in the memo from the Recreation Commission. While their suggestions are technologically possible, statutorily, they are not. Additionally, Penny finally was able to connect with someone at the bank and they stated the suggested options are not viable nor permitted from their perspective. The bank said they will be sending a letter to the Selectboard sharing their opinion on the topic and reasons why they feel that way.

The Recreation Commission suggested that a subcommittee be formed to further investigate the topic. Michael shared he felt this too complex when there are more important matters the Selectboard has before them. There was an extended discussion on the topic. The Selectboard informally decided to not form a subcommittee at this time, but will continue to investigate how to pursue the idea.

ii. **ACTION** Peder to find two other towns and inquire about how they handle online payments.
iii. **ACTION** Peder to send a memo to the Recreation Commission informing them of the Selectboard's actions and thoughts at this time.

X. Discussion/Updates

a. DVFiber Update

i. Zon shared that DVFiber now has a partnership with GWI of Maine for infrastructure buildout of a fiber network. He shared some details about their company and the plans for moving forward. Zon also noted that with the boost of ARPA funding coming to the state, buildout may happen more quickly than anticipated.

b. Dog Complaint Investigation

i. Richard and Verandah investigated the dog complaint. Richard shared information that he got from the accused party. Verandah spoke with the complainant and shared information from them. There was a discussion on the matter between Selectboard members.
ii. **ACTION** Zon moved to send a written warning to the accused. Rusty seconded. All were in favor. None were opposed. No one abstained. Motion carried.

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- XI. Finance
a. Warrants (5 minutes)

Payroll – WE 07/04/21	\$6066.31
Payroll – WE 07/11/21	\$6215.57
Expense Warrant #2101	\$14,639.28
TOTAL	\$26,921.16

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

- XII. Executive Session
a. **ACTION** Richard moved to enter Executive Session to discuss personnel matters per 1 VSA § 313 (a) (1) and invite Peder. Michael seconded. All were in favor. None were opposed. None abstained. Motion carried.
b. The Selectboard exited Executive Session and took no action.

XIII. Communications

- XIV. Action Summary from Previous Meeting
a. Accepted ARPA funding
b. Selected Authorized Representative
c. Selected Contact Person
d. Selected DuBois & King for Scoping Project
e. Implemented annual employee raises
f. Selected LP Smart Siding for garage project
g. Accepted Goldstone contract
a. Richard & Verandah to investigate dog complaint

- XV. Actions Taken
a. Made an exception to purchasing policy for sole source vendor, pending review of renewing contract with X-pert Lawncare
b. Certified Internal Financial Controls
c. Appointed Ragan Beebe as Recreation Commissioner

- XVI. Actions to be Taken
a. Peder to inquire with 2 other towns about online payments/donations
b. Peder to write memo to Recreation Commission
c. Peder to send written warning to dog owner, with Richard to review

- XVII. Adjournment
ACTION Zon moved to adjourn. Rusty seconded. All were in favor. None were opposed. None abstained. Motion carried.

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Next Selectboard Meeting: 07.26.21 at 6:30 pm

Richard Wizansky _____

Verandah Porche _____

Rusty Marine _____

Michael Becker _____

Zon Eastes _____