

GUILFORD SELECTBOARD - MEETING
Monday, 9 August 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), Dan Zumbruski (Road Foreman/Commissioner)

- I. Call to Order
- II. Recognition of Public: Austin Rice (BCTV), Lesley Malouin (resident), Don McLean (resident)
- III. Rules of Procedure
- IV. Changes to Agenda Order
- V. Approval of Minutes (5 minutes)
 - a. Regular Meeting - 26 July 2021
 - i. **ACTION** Verandah moved to approve the minutes as written. Michael seconded. All were in favor. None were opposed. No one abstained. Motion carried.
- VI. Highway
 - a. Dan shared that the road crew have been grading and mowing. He also shared that an old laid-up wall on Hale road finally collapsed. Dan described the work that will be happening there this week. Other than that, the new truck arrived last week. Other than that, the road crew has been working on their usual summer road maintenance. Dan shared details on the other work they have planned later this autumn. There was a brief discussion with Selectboard members.
- VII. New Business
 - a. Historical Society Roof Leaking
 - i. **ACTION** Michael moved to get a roofer to come in for repairs to the historical society. Verandah seconded. All were in favor. None were opposed. No one abstained. Motion carried.
- VIII. Old Business
 - a. Dog Complaint Investigation
 - i. Verandah reached out to the complainant and received no response. Richard had a similar experience with the accused.
 - ii. **ACTION** Richard moved to dismiss the complaint. Rusty seconded. All were in favor. None were opposed. No one abstained. Motion carried.
- IX. Discussion/Updates
 - a. ARPA Funding Planning & Outreach
 - i. Richard would like to discuss how to handle the funding once received and notify residents. He would like to create a form for organizations or groups to express interest as to why their project is suitable. Richard outlined some minimum

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requirements he thought would be important. There was also a brief discussion on some of the requirements the town has on use of the funding. Zon shared from his experience in the nonprofit grant world, that it would be good for the town to have a dedicated page on the website with information about the ARPA process. He also thought an FAQ or something similar would be helpful. Zon noted that grants alone are a fluid process and the ARPA funding even more so and that the process for the Town should be nimble and able to change as needed without having to recreate the process every time. The Selectboard also agreed that an application schedule should be created. Verandah also suggested holding a “workshop” for those interested in applying for funds.

- ii. **ACTION** Peder to work with Richard and Zon to create the form, the website language, and a schedule.
- b. Quarterly Review of Capital Plan
 - i. Peder reminded the Selectboard that beginning with this fiscal year, they wanted to have a quarterly review of the Capital Plan/Budget. Peder and the Selectboard discussed the broad categories of the Capital Plan for the current fiscal year. Several Selectboard members and Sheila stated they would like to see an updated comparison of spending to date versus what had been budgeted. There was a brief discussion that followed with the topic to be discussed again at the next meeting.
 - ii. **ACTION** Peder to create expenses to date versus budgeted comparison and present at next meeting.
- c. Quarterly Review of Selectboard Annual Goals
 - i. Richard shared that this was the first quarterly review of the Selectboard Annual Goals to check on progress and tease out additional actions if necessary. Verandah noted that during her time on the Selectboard that most commissions have provided these updates with the exception of the Planning Commission. Zon noted that he would like to see both written reports and reports at Selectboard meetings. There was an extended discussion about the need to reinstate updates from the various commissions. There was a brief discussion on other goals with noted positive progress on them.
 - ii. **ACTION** Zon and Verandah to create a plan for Commission annual reports to Selectboard.
 - iii. **ACTION** Zon will reach out to Michelle about the status of the Town Plan and what is happening next as far as moving it forward.
 - iv. **ACTION** Verandah and Peder to work on inviting organizations to share updates on their work with the town at Selectboard meetings.

X. Finance
 a. Warrants

(5 minutes)

Payroll – WE 08/01/21	\$6309.20
Payroll - WE 08/08/21	\$6200.90
Expense Warrant #2203	\$23,972.59
TOTAL	\$36,482.69

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

- XI. Other Business
- XII. Communications
- XIII. Action Summary from Previous Meeting
 - a. Set the tax rate
 - b. Approved X-pert Lawncare mowing bid
- XIV. Actions Taken
 - a. Investigation of dog complaint
- XV. Actions Taken
 - a. Approved roofer for Historical Society Building
 - b. Dismissed dog complaint due to lack of information
- XV. Actions to be Taken
 - a. Peder to find roofer for Historical Society repairs
 - b. Peder to create expenses to date versus budgeted comparison and present at next meeting
 - c. Verandah & Zon to work on schedule for commission annual reports to Selectboard
 - d. Zon to contact Michelle about PC progress on Town Plan and have them present an update in the near future
 - e. Verandah & Peder to work on invitations to community organizations to share annual work with Selectboard
 - f. Peder to work with Richard and Zon to create the form, the website language, and a schedule.
- XVI. Adjournment
 - ACTION** Zon moved to adjourn. Verandah seconded. All were in favor. None were opposed. None abstained. Motion carried.

Next Selectboard Meeting: 08.23.21 at 6:30 pm

Richard Wizansky _____

Verandah Porche _____

Rusty Marine _____

Michael Becker _____

Zon Eastes _____