

 **Town of Whitingham**

 **Office of the Selectboard**

 **MINUTES OF NOVEMBER 7, 2018**

*These Minutes shall be accepted into the public record (with any corrections noted) at a future meeting of the Whitingham Selectboard.*

The Whitingham Selectboard held a regular meeting on Wednesday, November 7, 2018 at 7:30PM in the Selectboard Office of the Municipal Center, 2948 VT Route 100, Jacksonville, VT.

Selectboard members present: Keith Bronson, Chair; members Allan Twitchell and Robin Kingsley.

Others present: Gig Zboray, Selectboard Office Administrator; Alex Beck, James Walker and Christy Betit of BDCC; Linda Donaghue, Deerfield Valley News;

**Call to Order. Additions or Changes to Agenda**

Keith Bronson called the meeting to order at 7:34PM. There were no additions to the agenda. There was one deletion, Lori Williams couldn’t make it tonight to discuss her sewer bill.

**Brattleboro Development Credit Corporation (BDCC)**

BDCC is a county wide economic development corporation. They host a young professionals group, microentrepreneurial loans, internships for college students, quarterly events, SeVEDS/CEDS quarterly meetings, work force development, pipelines and pathways program to expose students to career opportunities in the region, and their real estate manager manages properties for incubation of businesses. They are focusing on keeping young people here in the area. BDCC is allowed to lobby for legislation and they do advocate for the area. Half of their budget is grant funded (USDA, state and federal). The BDCC will submit a petition for funding.

**Hearing of Visitors** none

**Review and adopt Local Hazard Mitigation Plan**

The Selectboard reviewed the Local Hazard Mitigation Plan, it was noted that the plan went through FEMA pre-approval; adoption by the board is the last step in the process before final FEMA approval. **A motion was made by Robin Kingsley to adopt the Local Hazard Mitigation Plan effective immediately, seconded by Allan Twitchell, all in favor with Keith Bronson casting his vote.**

**Highway Department – discuss and decide on purchase of loader**

Stanley Janovsky, Jr., Road Commissioner has recommended the purchase of a brand new loader. He will trade in the loader that was given to the town by Yankee Rowe which is currently valued at $40,000 so the cost of the new loader will be approximately $150,000. Mr. Janovsky is working on getting a smaller bucket, so the price might be a little less. There are funds available in the highway equipment fund. **A motion was made by Robin Kingsley to approve the purchase of a loader as recommended by Stanley Janovsky, Jr., seconded by Allan Twitchell, all in favor with Keith Bronson casting his vote.**

**Sewer Department** none

**Transfer Station** none

**Education Funding Litigation** none

**Discuss VOSHA fines and response**

We received two citations from the Vermont Department of Labor Occupational Safety and Health Administration (VOSHA) as a result of their inspection of every town owned building on August 31st. The first citation in the amount of $1,663 on the Highway Garage for not having safety guards on a bench grinder. The grinder was replaced on October 29th. The second citation in the amount of $2,217 on the Sewer Department because the chain guard was off. Our letter of response to VOSHA indicates that the chain guard was off the equipment at the sewer plant because we were in the process of engaging an engineering firm for the state required 20-year evaluation of both plants. During this process both plants were evaluated by four different companies and two engineering firms over the summer. The chain guard was reinstalled on September 4th. Our letter requests abatement of this fine. An informal conference with a VOSHA representative is scheduled for Friday, November 9th, Keith Bronson and Gig Zboray will attend. **A motion was made by Robin Kingsley for Keith Bronson to sign the letter to VOSHA, seconded by Allan Twitchell, all in favor with Keith Bronson casting his vote.**

**Approval of Payables Warrant – November 8, 2018**

Gig noted that full payment of both VOSHA fines are included in this payables warrant. We plan to hold those checks until after the informal conference on Friday, November 9th. **A motion was made by Robin Kingsley to approve Payables Warrant W1920 dated November 8, 2018 (holding the two checks to VOSHA until after the conference – these checks can be mailed as is, reduced in amount or voided as needed as a result of the informal conference), seconded by Allan Twitchell, all in favor with Keith Bronson casting his vote.**

**Approval of Payroll Warrant – November 8, 2018**

**A motion was made by Robin Kingsley to approve Payroll Warrant W1919 dated November 8, 2018, seconded by Allan Twitchell all in favor with Keith Bronson casting his vote.**

**Approval of Minutes of October 24, 2018**

**A motion was made by Robin Kingsley to approve the Minutes of October 24, 2018 as written, seconded by Allan Twitchell, all in favor with Keith Bronson casting his vote.**

**Other business / Office Administrator – as needed**

Medical Insurance – Marylee Putnam, bookkeeper wrote a memo recommending that we stay with the same health insurance plan for 2019. The town cost for monthly premium is increasing $351.46 per month. The deductibles and the town contribution towards deductibles will stay the same. It was noted that for calendar year 2018 the maximum the town could have paid towards deductibles was $94,400 but to date only $36,880.91 has been disbursed. **Robin Kingsley made a motion to continue with the same health insurance plan as recommended by Marylee Putnam, seconded by Allan Twitchell, all in favor with Keith Bronson casting his vote.**

**Reminder**

The Selectboard meeting for the week of Thanksgiving has been cancelled. Our next meeting is December 5th.

**Adjourn**

**A motion to adjourn was made by Keith Bronson, seconded by Robin Kingsley, all in favor.**

Keith Bronson adjourned the meeting at 8:45pm.

Respectfully submitted,

~Gig Zboray