**Minutes of regular meeting of the Whitingham Selectboard**

**March 16, 2016**

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, March 16, 2016 at 7:30pm in the Selectboard Office of the Municipal Center, 2948 VT Route 100, Jacksonville, VT.

Selectboard members present: Vice Chair, Allan Twitchell; Members, Greg Brown and Karl Twitchell. Keith Bronson attended via Skype.

Others present: Gig Zboray, Selectboard Administrative Assistant; Highway Foreman, Stanley Janovsky; ACO, Dan Hollister; EDG Members, Jen Burnell and Phil Edelstein.

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

Vice Chair, Allan Twitchell, called the meeting to order at 7:38pm. There were minor additions to the agenda: Add Sign ACO Contract, Certification of Compliance and Annual Plan for Town Highways. The agenda was reorganized as is recorded below.

**Hearing of Visitors**

No visitors other than those who were there for agenda items.

**Other Business**

Old Business: billing the school for Town Report. **A motion was made by Karl Twitchell, seconded by Greg Brown, to bill the school $100 for Town Reports (one-fifth of the budget), all in favor with Keith Bronson casting his vote.**

**Approval of Payables Warrant – March 17, 2016.**

**A motion was made by Karl Twitchell, seconded by Greg Brown, to approve Payables Warrant W1638 dated March 17, 2016, three in favor, Keith Bronson abstained.**

**Approval of Payroll Warrant – March 17, 2016.**

**A motion was made by Allan Twitchell, seconded by Karl Twitchell, to approve Payroll Warrant W1637 dated March 17, 2016, three in favor, Keith Bronson abstained.**

**Approval of Minutes of March 2, 2016**

**A motion was made by Karl Twitchell, seconded by Greg Brown, to approve the Minutes of March 2, 2016 as written. All in favor with Keith Bronson casting his vote.**

**Approval of EDG Warrant – March 17, 2016**

**A motion was made by Greg Brown, seconded by Karl Twitchell, to approve the EDG Warrant dated March 17, 2016. All in favor with Keith Bronson casting his vote.**

**Highway Foreman – appointment of new employee**

**A motion was made by Greg Brown, seconded by Karl Twitchell to go into executive session to discuss the appointment of a highway crew member under the provisions of Title 1, Section 313(a)(3) of the Vermont Statutes to include Stanley Janovsky and Gig Zboray. All in favor with Keith Bronson casting his vote.**

Exited executive session at 7:48pm

**A motion was made by Karl Twitchell to hire Whitney Hamilton based on Stanley Janovsky’s recommendation that he is the best candidate of all the applicants interviewed, starting March 18th, 2016 at $17 per hour with a 90 day probationary period, and benefits to be reviewed in 30 days, seconded by Greg Brown. All in favor with Keith Bronson casting his vote.**

**Sign Certification of Compliance and Annual Financial Plan for Town Highways**

The Selectboard members present signed the two forms that Stanley Janovsky needed.

**Animal Cruelty Ordinance**

Dan Hollister, Animal Control Officer spoke to the Selectboard about the need for an Animal Cruelty Ordinance. Dan presented a “warning” ticket and a “request to comply” created by the State of Vermont. Dan will notify the Selectboard right away of any issues in Town. The request to comply would give the town more latitude to follow through. Dan does not have, and does not want, any authority over agricultural animals. Department of Agriculture would like the Town to have an Animal Cruelty Ordinance. The Animal Cruelty Ordinance will cover any domestic animal or pet (example: horse being an animal and dog being a pet). Karl Twitchell thinks a similar ordinance had been adopted already. Gig will check the records to see if we have one. If a cruelty ordinance has not previously been adopted then the Selectboard will address it at a future meeting.

**Sign ACO Contract**

**A motion was made by Karl Twitchell to renew the ACO contract as written, seconded by Greg Brown. All in favor with Keith Bronson casting his vote.**

**Economic Development Group**

Phil Edelstein and Jen Burnell came to the table at 8:09pm. Phil feels that the Farmers Market should be run like a club such as the Lions Club, with all volunteers and not be financially supported by the Town.

Phil and Jen have talked about other projects that they have in mind. Karl Twitchell questioned if EDG has given thought to raising their membership. Jen had one person inquire about joining. Jen’s vision for EDG would include using the resources of the Windham Regional Commission.

Phil would like to focus on the brook and the flood mitigation. The Selectboard feels that is not an EDG project but is happy to have Phil’s help with it. Jen says infrastructure is EDG related. Jen questioned if the EDG mission is created by the EDG or by the Selectboard? Greg Brown explained the history of EDG going back to Tri-Town Development. Greg would like EDG to help startup businesses by softening some of the rules and/or offering a small tax relief. EDG could be advocates on businesses behalf. Karl feels that EDG should be a buffer for local businesses. Keith feels the Selectboard has always been pro-business.

Jen is concerned about the risk of losing Riggs Distler from town; she spoke to Adam Grinold of BDCC about it. Jen and Phil are to reach out to Riggs Distler to find ways to help them be able to stay in town. They are also to invite local business owners to become members of EDG.

Phil mentioned the telecom meeting on April 18th to bring high speed internet and cellular service to town. The Public Service Board will be here, along with Laura Sibilia to discuss the needs of the town regarding high-speed internet and cellular service. All are welcome to attend this meeting. When the time is set announcements will be posted.

Greg is curious how to get the cellular equipment that is here on Municipal Center property up and running. Perhaps that will be answered at the April 18th meeting.

It was noted that funding for EDG is a budget line item. In the future if it becomes clear that larger amounts of money will be needed to meet grant requirements then the EDG budget should become a fund so that the money will roll over each year, to create a fund will require a town vote.

Greg indicated that the Farmers Market should ask EDG for any funds that are needed because that money would come from the EDG budget. If EDG approves the request then EDG would prepare the payables warrant for Selectboard approval.

**Rules of Procedure for the Whitingham Selectboard**

**A motion was made by Karl Twitchell, seconded by Greg Brown to adopt Rules of Procedure as a guideline for proper procedure for one year. All in favor, with Keith Bronson casting his vote.**

**Review and approve Local Emergency Operations Plan (LEOP) for 2016**

**A motion was made by Greg Brown, seconded by Karl Twitchell, to approve the 2016 LEOP. All in favor, with Keith Bronson casting his vote.**

**Administrative Assistant – as needed**

Positions to fill: Cemetery Commissioner 1 year term, (1) Town Hill Committee Member and (3) EDG Members. The Selectboard approved the poster made to hang at various spots in town and also want a notice in the Deerfield Valley News for two weeks.

US Census Bureau Survey: tabled.

Set bond amount: **A motion was made by Greg Brown, seconded by Karl Twitchell, to set the bond amount at zero, noting that $500,000 is covered by the VLCT policy. All in favor with Keith Bronson casting his vote.**

**Adjourn**

**A motion was made by Greg Brown to adjourn, seconded by Karl Twitchell, all in favor.**

Allan Twitchell adjourned the meeting at 9:08pm.

Respectfully submitted,

~Gig Zboray