

**Town of Whitingham**

**Office of the Selectboard**

**MINUTES OF MARCH 28, 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, March 28, 2018 at 7:30pm in the Selectboard Office of the Municipal Center, 2948 VT Route 100, Jacksonville, VT.

Selectboard members present: Allan Twitchell, Karl Twitchell, and Robin Kingsley. Keith Bronson, Chair, attended via Skype. Greg Brown, Vice Chair, attended via telephone.

Others present: Gig Zboray, Selectboard Office Administrator; Almira Aekus, Tax Collector; Stanley Janovsky, Road Commissioner; and Wayne Estey, Brattleboro resident running for Windham County State Senate.

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

Keith Bronson called the meeting to order at 7:30pm. There was one deletion to the agenda (Community Garden on Municipal Center grounds). One addition to the agenda: Review and sign Highway certification documents for state funding.

**Hearing of visitors** Mr. Wayne Estey introduced himself to the board. He is a retired lawyer and economist, “expert in energy conservation and public utility stuff”, running for State Senate.

**Tax Sale Attorney discussion with Tax Collector**

Almira Aekus, Collector of Delinquent Taxes, would like to use the town attorney, Robert Fisher, to conduct this year’s tax sale. **Robin Kingsley made a motion to appoint Bob Fisher as the new tax sale attorney, seconded by Keith Bronson, all in favor.**

**Annual review and approval of liquor licenses:**

**A motion was made by Karl Twitchell to approve the renewal of liquor licenses for Jacksonville General Store, Honora Winery, Spoonwood Cabin Creamery and First Stop, seconded by Greg Brown, all in favor.**

**Sewer Plant repairs**

Greg Brown gave a rundown of the events that transpired during the week with the state ordering the shutdown of the Jacksonville Sewer Treatment Plant. He attended several meetings/phone calls with state representatives and provided oversight to the repairs and help in complying with the state documentation requirements.

**Karl Twitchell made a motion to enter into Executive Session to evaluate a public board and its employee under the provisions of Title 1, Section 313(a)(3) of the Vermont Statutes to include Gig Zboray, seconded by Robin Kingsley, all in favor.** Entered Executive Session at 7:54pm.

With no decisions made Executive Session was exited at 8:33pm.

**A motion was made by Greg Brown that the Selectboard place an agenda item for the April 11th meeting to implement the decommissioning of the Sewer Commission and for the Selectboard to take over control of the Sewer Department, seconded by Robin Kingsley, all in favor.**

A meeting with State representatives to discuss financing for needed repairs and improvements has been scheduled for Wednesday April 4th at **6pm.**

Gig to ask Phil Laramie what a maintenance schedule should look like for our equipment.

**Review and adopt Purchasing Policy**

**A motion was made by Robin Kingsley to adopt the Purchasing Policy, effective immediately, seconded by Karl Twitchell, all in favor.**

**Review and adopt Conflicts of Interest and Ethical Conduct Policy**

**A motion was made by Karl Twitchell to adopt the Conflicts of Interest and Ethical Conduct Policy, effective immediately, seconded by Robin Kingsley, all in favor.**

**Review and adopt Civil Ordinance Regulating the Management of Solid Waste and Variable Rate Pricing**

**A motion was made by Robin Kingsley to adopt the Civil Ordinance Regulating the Management of Solid Waste and Variable Rate Pricing, effective July 1, 2018, seconded by Karl Twitchell, all in favor.**

**Review and sign Highway certification documents**

**A motion was made by Karl Twitchell to sign the annual highway certification documents, seconded by Allan Twitchell, all in favor.**

**Education Funding Litigation, if any** none

**Transfer Station/WSWMD, if any**

Winhall is refusing to pay any termination fees to WSWMD, the Executive Committee will try to meet with Winhall Selectboard to discuss the issue. There was never a termination agreement.

Gig has started working on the documents required by the SWIP to be posted on the website. The SWIP has been reviewed by the state, there are some minor changes that need to be made, we are working on them, once they are made and resubmitted we will have “pre-approval” of the SWIP and can hold our 2 public meetings regarding the SWIP.

Current policy is that propane tanks are not accepted at the Transfer Station. We could accept them in the metals if they are empty, the valve removed and a hole in the tank to remove the propane. The board has concerns about telling people to remove the valve or making the hole as they could get hurt. Gig will call a propane company and/or stores to find out what to do with the 1lb tanks.

**Approval of Payables Warrant – March 29, 2018**

**A motion was made by Allan Twitchell to approve Payables Warrant W1840 dated March 29, 2018, seconded by Karl Twitchell, all in favor.**

**Approval of Payroll Warrant – March 29, 2018**

**A motion was made by Robin Kingsley to approve Payroll Warrant W1839 dated March 29, 2018, seconded by Allan Twitchell, all in favor.**

**Approval of Minutes of March 14, 2018**

**A motion was made by Robin Kingsley to approve the Minutes of March 14, 2018 as written, seconded by Karl Twitchell, all in favor.**

**Approval of Minutes of March 16, 2018 Emergency Meeting**

**A motion was made by Robin Kingsley to approve the Minutes of March 16, 2018 as written, seconded by Karl Twitchell, all in favor.**

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

Correspondence:

* discuss letter to school board – the board decided that they will not continue the issue
* noted Keith Bronson’s letter to representatives and Senators regarding the loss of cellular service provided by CoverageCo.
* Abbie Corse volunteered for Board of Civil Authority. **A motion was made by Allan Twitchell to recommend Abbie Corse (independent) to the Governor for the position of Justice of the Peace, seconded by Karl Twitchell, all in favor.**
* Selectboard members signed a birthday card for Ray Boyd.
* Information from VLCT regarding decommissioning a commission

At the next regular meeting the Selectboard will review and adopt the 2018 Local Emergency Operations Plan. Gig and Wayne Wood went over the plan to prepare the update.

There will be a special meeting of the Selectboard and representatives from the State regarding next steps in sewer equipment repairs, upgrades on Wednesday, April 4th at 6 pm.

**Adjourn**

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

Keith Bronson adjourned the meeting at 8:59pm.

Respectfully submitted,

~Gig Zboray