

**Town of Whitingham**

**Office of the Selectboard**

**MINUTES OF JUNE 20, 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, June 20, 2018 at 7:30PM in the Selectboard Office of the Municipal Center, 2948 VT Route 100, Jacksonville, VT.

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

Others present: Gig Zboray, Selectboard Office Administrator; Mark Hanna, Lions Club member; and Stanley Janovsky, Road Commissioner.

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

Keith Bronson called the meeting to order at 7:31PM.

**Hearing of visitors** none

**Mark Hanna-Hungry Lion Bike Tour**

This years Hungry Lion Bike Tour will be held on September 29th. They are hoping for about 100 participants. Mark Hanna informed the board that the Lions Club recently doubled their membership. Some of the routes of the bike tour will be changed this year. A new route mostly through Halifax will be a “gravel grinder” for folks that ride fat tire bikes. They have 5 routes this year, the most popular is 75 miles with hills and all. Burrington Hill (Cyrus Road to 8A) and Kentfield (Nate Flynn Road to the Mass. line) will be paved this year but the work schedule is unknown at this time. Mark questioned if we heard any status updates on Route 112. We suggested that all their new members write to our state representatives. Last year they used the ballfield side of Town Hill and had access to power, they would like to do that again this year, Mark will contact Stan before the event. Gig will call Best Septic to make sure the porta potties are cleaned out before this event.

The Lions Club is not listed on the town website, Mark will provide Gig with information and she will get it listed.

Gig should contact Google about how they label our town and the villages. The village of Jacksonville is labeled as Whitingham and the village of Whitingham is not labeled at all.

Karl requested that the Lions continue to make an announcement about the importance of riders knowing that they must follow the rules of the road and share the road.

**Sewer Department**

Discussed which engineer to begin the engagement process with. **A motion was made by Robin Kingsley to contact Mike Smith of Weston & Sampson to schedule an meeting to discuss the project requirements and pricing, as required by the RFQ process, seconded by Karl Twitchell, all in favor.**

Keith Bronson noted that the meeting with Mark Johnson of RCAP Solutions about sewer rates went well. After inspecting about 30 meters it was found that all accounts that were being estimated do indeed have broken meters. Mark Johnson will work up a method to implement fixed rates for the smaller users and metered rates (combination fixed & metered) for the larger users (businesses and school). Greg Brown and Dave DiCantio will work together to prepare an updated budget for the sewer department to include the assistant’s wages and benefits and create a priority list of the repairs that are listed in the Asset Management Plan, rebuild the capital improvements fund and also target a reserve for future bond payments. The next 2-3 years of budget requirements are needed so that there is a target for the revenues.

**Transfer Station/WSWMD, if any**

Gig attended our last WSWMD meeting as a member town on June 14th. The Board of Supervisors voted to purchase a brand-new loader at a cost of $204,000. Gig amended that motion to exempt Whitingham from that debt, the Board agreed, and the motion passed. The towns final payment to the District upon exiting should be minimal – they have no debt that we are responsible for, we need to pay 3.62% of workers comp for July-December but the rates are lower than they used to be. Gig is curious what they will say the balance of the “post closure borrowings” account is because they sold several pieces of equipment in the past year and that balance doesn’t appear on financial statements anymore.

**Discuss reclassifying Municipal Center access as a town road**

The Windham Regional Commission and state recommended that the town reclassify access to the Municipal Center lot as a town road so that when the time comes to replace the culvert grant funding could be applied for. Stan will look into it, he feels that the culvert is in the state’s right of way; therefore, if this culvert needs to be replaced the state should do it.

**Discuss payment of Municipal Roads General Permit (MRGP)**

About 2 years ago the State decided to implement this permit, at that time the Selectboard said that they don’t want to participate in the program because we have always followed the proper process and the state can’t explain where this new fee will be used. We have about a year to finalize the application process but a letter of intent with a $240 fee is due July 31, 2018. Stanley asked WRC why the state doesn’t have to follow their own code. He gave a list of sites in the area that state worked on and the code was not followed. We are not the only town that is opposed to this new fee. Stanley’s recommendation when the topic first came up was to hold off. His recommendation now is the same. He noted that this is the year that we were supposed to get a Class 2 highway grant and we did not get it. Our roads haven’t needed FEMA help since Tropical Storm Irene, the recent smaller storms where other towns needed help we did not because we already follow the code.

Karl feels that until the state can explain where this money is going we don’t want to participate.

Gig will draft a short letter to Jim Ryan of the VT DEC Stormwater Management Program with copies to Representatives John Gannon and Laura Sibilia and to the Windham Regional Commission and Maura Carroll at VLCT, to ask for an explanation in detail and provide us a financial statement of how the fees are used. The Selectboard is opposed to throwing money away for unexplained permits and fees.

**Health Officer issue**

The Selectboard feels that the Health Officers took most every step required in April of 2017 (except the dye test). The issue is tabled for now.

**Approval of Payables Warrant – June 21, 2018**

**A motion was made by Robin Kingsley to approve Payables Warrant W1852 dated June 21, 2018, seconded by Allan Twitchell, three in favor, one abstained.**

**Approval of Payroll Warrant – June 21, 2018**

**A motion was made by Robin Kingsley to approve Payroll Warrant W1851 dated June 21, 2018, seconded by Karl Twitchell, all in favor.**

**Approval of Minutes of June 6 and June 13, 2018**

**A motion was made by Robin Kingsley to approve the Minutes of June 6 and 13, 2018 as written, seconded by Karl Twitchell, all in favor.**

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

A reminder that the regular meeting that falls on the 4th of July has been cancelled. Keith Bronson was appointed to sign the warrants for that pay period at the June 6th meeting. Gig will try to schedule Mike Smith of Weston & Sampson for 5:30 on July 18th before the next regular Selectboard meeting.

**Adjourn**

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

Keith Bronson adjourned the meeting at 9:22pm.

Respectfully submitted,

~Gig Zboray