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

**March 2, 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 2, 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, Karl Twitchell and Robin Kingsley.

Others present: Gig Zboray, Selectboard Administrative Assistant; Resident: Johanna Robohm; Farmers Market Representative: Kristine Sweeter; Almira Aekus, Town Clerk to swear in Allan Twitchell as Selectboard member; James Dassatti, Deerfield Valley News.

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

Vice Chair, Allan Twitchell, called the meeting to order at 7:38pm (after being sworn in). There were minor additions to the agenda: under #3 Annual Reorganization added a. Appointment of Officers and b. Review (and sign) Rules of Procedure for the Whitingham Selectboard. Under #9 Other Business added a. Shall the Town bill the WSSU for inclusion of their reports in our Town Report, if so – how much?

**Hearing of Visitors**

Kristine Sweeter, representative for Farmers Market (FM). The FM group will be having another reorganizational meeting on Tuesday, March 8. They need $125 to renew their annual membership with the Vermont Farmers Market Association and would like an additional $40 to send a member to attend the annual conference. The FM was originally part of the Economic Development Group (EDG) and would have gotten the funding there but recent changes broke the FM away from EDG so the FM is unsure of where the money would come from. In prior years the protocol was for EDG to submit a payables warrant and the Selectboard would review and approve it. The Selectboard feels that the request could be funded either by EDG or by some other means. **Karl Twitchell made a motion to pay this request for $165 out of EDG funds, seconded by Robin Twitchell, all in favor.**

In 2015 the FM had 16 market days with sales totaling $21,778. In 2014 the FM had 18 market days with sales totaling $23,826. Todd Wahlstrom and Kristine Sweeter are available for consulting with the new FM group and Library trustees are on board to help the FM to continue.

Gig to invite EDG members to a Selectboard meeting to hear about/help them to restructure their group.

**Annual Reorganization of Officers**

**A motion was made by Karl Twitchell for the Selectboard to re-organize in the following manner:**

**SELECTBOARD CHAIR**

Keith Bronson 2017

**SELECTBOARD VICE CHAIR**

Allan L. Twitchell 2017

**FIRE WARDEN**

Allan L. Twitchell 2017

**TREE WARDEN**

Peter Bernard 2017

**FENCE VIEWERS**

Clyde C. Twitchell, Sr. and Steven Morse 2017

**TOWN HILL COMMITTEE**

Raymond S. Boyd, Keith Bronson, Steven P. Betit,

Alan K. Hadley and Aysha Peltz 2017

**MEMORIAL DAY COMMITTEE**

Stewart B. Reynolds and Dana Dix 2017

**CIVIL DEFENSE DIRECTOR**

Allan L. Twitchell 2017

**E-911 COORDINATOR**

Marylee Putnam 2017

**WINDHAM REGIONAL COMMISSION REPRESENTATIVES**

Jenepher Burnell and Kristine Sweeter 2017

**SERVICE OFFICER**

Jane Boyd 2017

**HEALTH OFFICER (State appointed)**

Gig Zboray Term expires 10/31 2016

**DEPUTY HEALTH OFFICER (State appointed)**

Jenepher Burnell Term expires 10/31 2016

**DOG WARDEN / ANIMAL CONTROL OFFICER**

Daniel Hollister 2017

**TOWN NURSE**

Jane Boyd 2017

**ZONING AND FLOOD PLAIN ADMINISTRATOR**

Gig Zboray 2017

**LEGAL COUNCIL**

Fisher & Fisher Law Offices 2017

**LEGAL NEWSPAPER**

Deerfield Valley News 2017

Brattleboro Reformer (alternate)

**PLANNING COMMISSION**

Bradford Lackey, Chair 2019

Peter Barus 2018

Phil Edelstein 2017

Kristen Breeden 2019

Linda Donaghue 2019

**ZONING BOARD OF ADJUSTMENT**

Scott Reed 2018

Lyman Tefft 2018

Troy Felisko 2017

Craig Aekus 2017

Dana Dix 2019

Marshall Dix 2019

David Dumaine, Chair 2019

**WINDHAM SOLID WASTE MANAGEMENT DISTRICT**

Clyde Twitchell, Jr. 2017

**HOUSING REHABILITATION COMMITTEE**

Linda A. Donaghue and Donald McKinley 2017

**SEWER COMMISSION**

Marshall Dix, David Dumaine and Lyman Tefft 2017

The fire department has not held their annual reorganizational meeting therefore the following positions will be confirmed at a future date:

**FIRE CHIEF**

Stanley Janovsky, Jr. 2017

**FIRST ASSISTANT CHIEF**

Michael Stevens 2017

**CAPTAINS**

Dennis Pike, 1st and David Briggs, 2nd 2017

**LIEUTENANTS**

Sheldon Dix, 1st and Marshall Dix, 2nd 2017

**CHAPLAIN**

Seth Boyd 2017

**TRAINING OFFICER**

Jeff Silverman 2017

**Motion was seconded by Allan Twitchell, all in favor.**

**Review Rules of Procedure**

Tabled. Selectboard members will read the document at their leisure and address it at their next meeting.

**Senior Solutions contract renewal**

**A motion was made by Karl Twitchell to sign the new contract, seconded by Robin Kingsley, all in favor.**

**Approval of Payables Warrant – March 3, 2016.**

**A motion was made by Karl Twitchell, seconded by Robin Kingsley, to approve Payables Warrant W1636 dated March 3, 2016, all in favor.**

**Approval of Payroll Warrant – March 3, 2016.**

**A motion was made by Allan Twitchell, seconded by Karl Twitchell, to approve Payroll Warrant W1635 dated March 3, 2016, all in favor.**

**Approval of Minutes of February 17, 2016**

**A motion was made by Karl Twitchell, seconded by Robin Kingsley, to approve the Minutes of February 17, 2016 as written, all in favor.**

**Administrative Assistant – as needed**

Employee Handbook/Personnel Committee: **a motion was made by Robin Kingsley, seconded by Karl Twitchell to form a committee to prepare an updated personnel manual, all in favor.** Selectboard members recommend Keith Bronson, Gig Zboray, Marylee Putnam, and Peter Bernard for the committee.

Billing the school for inclusion of their reports in the Town Annual Report: **a motion was made by Allan Twitchell to bill the WSSU 1/5 of the $500 budget for inclusion of their reports in the Town Report, seconded by Karl Twitchell. Allan and Karl Twitchell in favor. Robin Kingsley abstained.** Two yes votes is not enough to pass this motion. Tabled until next meeting.

**Other Business**

Transfer Station – Clyde says that the piston is leaking or there could be something wrong with the control valve in the big compactor. Gig to call TAM and ask who they use to repair the equipment.

**Next Meeting**

Robin Kingsley and Keith Bronson will not be at the next meeting on March 16, 2016.

**A motion was made by Karl Twitchell to allow Allan Twitchell to sign the payables and payroll warrants in case there is not a quorum at the March 16, 2016 meeting, seconded by Robin Kingsley, all in favor.**

**Adjourn**

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

Allan Twitchell adjourned the meeting at 8:24pm. Respectfully submitted, ~Gig Zboray