

 **Town of Whitingham**

 **Office of the Selectboard**

 **MINUTES OF APRIL 11, 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, April 11, 2018 at 6:00PM in the Selectboard Office of the Municipal Center, 2948 VT Route 100, Jacksonville, VT.

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

Others present: Gig Zboray, Selectboard Office Administrator; David DiCantio, Sewer Plant Chief Operator; Nick Giannetti, Vermont Environmental Analyst; Robert Pelosi VT DEC Facility Engineering Division, Design Engineer; Thomas Brown CWSRF Program Lead (water infrastructure financing programs); Matthew Anderson, VT DEC FED Environmental Technician; Linda Donaghue, Deerfield Valley News; Dave Dumaine, Sewer Commissioner.

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

Greg Brown called the meeting to order at 6:00PM. There were no additions or changes to the agenda.

**Hearing of visitors** none

**Introductions**

Introductions were made around the room.

**Meet with state officials regarding repairs and upgrades needed for the sewer system and funding opportunities available. Learn steps that are required to be taken**

Greg Brown asked about funding for future improvements versus current conditions. Nick Giannetti provided a status update.

We must submit a new plan in response to the 1272 Order to Nick Giannetti to replace the media. We need an evaluation report from Mountain Machine on the condition of the RBC unit.

When replacing the next set of media, we could apply for an **Emergency Pollution Permit** to allow to dump untreated water in the river because of the significant burden on the community. Time frame comes into play. Financial hardship plays a large part in permit approval.

Gig will ask Chuck Goodling of Dubois & King for help in applying to be on the state’s Clean Water State Revolving Fund (CWSRF) Priority List for fiscal year 2019. Being on the list gives more weight to funding applications. Application is due April 20th.

A significant amount of information was discussed but no motions or decisions were made.

**Discuss and vote on decommissioning the Sewer Commission**

**Greg Brown made a motion to enter into Executive Session to evaluate a public board under the provisions of Title 1, Section 313(a)(3) of the Vermont Statutes to include Gig Zboray, Dave DiCantio, and David Dumaine seconded by Keith Bronson, all in favor.** Entered Executive Session at 8:14pm.

With no decisions made Executive Session was exited at 8:39pm.

**A motion was made by Greg Brown that the Selectboard decommission the Sewer Commission and for the Selectboard to take over control of the Sewer Department effective immediately, seconded by Allan Twitchell, all in favor.**

Dave DiCantio’s hours were discussed and the fact that he must work 7 days per week and would need to call in a Chief Operator from another town to cover him if he were to take vacation. If the tanks are low enough Dave can shut off the flow and take a day off because no flow would be going out of the building.

Gig will research other resources to repair RBC (Rotating Biological Contactor) equipment.

**Review and adopt 2018 Local Emergency Operations Plan (LEOP)**

**A motion was made by Greg Brown to adopt the 2018 LEOP, seconded by Robin Kingsley, all in favor.** Gig will submit the plan to the Windham Regional Commission.

**Education Funding Litigation, if any** none

**Transfer Station/WSWMD, if any**

The District sent out the final quarter invoice and it did not include $871.25 for the special assessment to cover MRF closing costs.

**Approval of Payables Warrant – April 12, 2018**

**A motion was made by Allan Twitchell to approve Payables Warrant W1842 dated April 12, 2018, seconded by Robin Kingsley, all in favor.**

**Approval of Payroll Warrant – April 12, 2018**

**A motion was made by Robin Kingsley to approve Payroll Warrant W1841 dated April 12, 2018, seconded by Allan Twitchell, all in favor.**

**Approval of Minutes of March 28, 2018**

**A motion was made by Keith Bronson to approve the Minutes of March 28, 2018 as written, seconded by Robin Kingsley, all in favor.**

**Other business / Office Administrator – as needed** none

**Adjourn**

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

Greg Brown adjourned the meeting at 9:13pm.

Respectfully submitted,

~Gig Zboray