



**Town of Whitingham
Office of the Selectboard**

MINUTES OF MARCH 8, 2023

These Minutes are considered a DRAFT until accepted into the public record (with any corrections noted) at a future meeting of the Whitingham Selectboard.

The Whitingham Selectboard held a regular meeting at 6:30pm in the Selectboard Office of the Whitingham Municipal Center on Wednesday, March 8, 2023.

Selectboard members present: Scott Reed, Chair; James Weber, Vice Chair; Craig Hammer, and Robin Kingsley. Greg Brown attended remotely.

Others present: Gig Zboray, Selectboard Office Administrator; Stanley Janovsky, Jr., Road Commissioner. Mary Wright, resident.

Almira Aekus, Town Clerk attended early to take the officers oath of Mr. Reed and Mr. Kingsley.

Call to Order. Additions or Changes to Agenda

Scott M. Reed called the meeting to order at 6:31pm. Sewer was moved to the end of the agenda.

Annual reorganization:

Term Expires

- **Nominations for Chair and Vice Chair for year:**

SELECTBOARD CHAIR AND VICE CHAIR

2024

Robin Kingsley made a motion to keep the chair and vice chair as is, no second is required, all in favor. Mr. Scott M. Reed will serve as Selectboard Chair for the year; Mr. James Weber will serve as Vice Chair.

- **Annual Appointments of boards, committees, etc.**

After review, **a motion was made by James Weber for the Selectboard to appoint the following positions for the term indicated, seconded by Scott M. Reed, all in favor** (the gray *italics* positions were appointed in a prior year).

ANIMAL CONTROL OFFICER

Daniel Hollister

Three-year term

2025

DEERFIELD VALLEY COMMUNICATIONS UNION DISTRICT REPRESENTATIVES

Keith Thompson

Term expires 05/10

2024

Lauren Fitzpatrick

Term expires 05/10

2024

E-911 COORDINATOR

Marylee Putnam

2024

ECONOMIC DEVELOPMENT GROUP

Was put on "pause" May 5, 2021

EMERGENCY MANAGEMENT COORDINATOR

Vacant 2023

EMERGENCY MANAGEMENT DIRECTOR

Gig Zboray 2024

FIRE DEPARTMENT:

Chief – Stanley Janovsky, Jr. 2024

First Assistant Chief – Michael Stevens 2024

Captains – 1st – Dennis Pike, 2nd – David Briggs 2024

Lieutenants – 1st – Sheldon Dix, 2nd – Marshall Dix, 3rd – James Weber 2024

Chaplain – James Weber 2024

Training Officer – James Weber 2024

FIRE WARDEN (State appointed)

Dennis Pike, Sr. Term expires 06/30 2023

GRAND JUROR

Susan Cooke Johnson 2024

GREEN UP DAY COORDINATORS

Aysha Peltz 2024

Todd Wahlstrom 2024

HEALTH OFFICER (State appointed)

Gig Zboray Term expires 10/31 2025

HOUSING REHABILITATION COMMITTEE

Linda A. Donaghue 2024

Donald McKinley 2024

LEGAL COUNSEL

Fisher & Fisher Law Offices 2024

LEGAL NEWSPAPER

Deerfield Valley News 2024

Brattleboro Reformer (alternate)

MEMORIAL DAY COMMITTEE

David Farrington 2024

Vacant

Vacant

PARKS COMMITTEE

Seth Boyd 2024

Aysha Peltz 2024

Erin Lackey 2024

Carol Millett 2024

Lyndsay Bushey-Hasselback 2024

Elizabeth Weber 2024

PLANNING COMMISSION (three-year terms)

Bradford Lackey 2026

Peter Barus 2024

Linda Donaghue 2025

Keith Thompson 2025

Vacant 2026

TREE WARDEN

Adam Buursma 2024

WINDHAM REGIONAL COMMISSION REPRESENTATIVES

Jenepher Burnell 2024

Peter Barus 2024

ZONING BOARD OF ADJUSTMENT (three-year terms)

Lyman Tefft 2024

Troy Felisko 2026

Craig Aekus (Mr. Aekus resigned today)

Marshall Dix 2025

Vacant 2025

Vacant 2026

ZONING AND FLOOD PLAIN ADMINISTRATOR (three-year term)

Gig Zboray 2024

A motion was made by Scott M. Reed to appoint Keith Thompson as primary town representative on the DV CUD and to sign the DV Fiber Resolution reflecting the DV CUD appointments made above, seconded by James Weber, all in favor.

- Set regular meeting day and time
James Weber made a motion to continue regular meetings at 6:30pm every other Wednesday, seconded by Robin Kingsley, all in favor.
- Set the bond amount
Certain officers and employees must provide a bond conditioned on the faithful performance of their duties. These include road commissioners, collectors of taxes, treasurers, clerks, assistant treasurers when appointed by the Selectboard, and any other officer or employee of the town authorized to receive or disburse town funds. 24. V.S.A. § 832. VLCT PACIF provides coverage to its member municipalities that meets the statutory requirement for bonding but is technically not a bond. **A motion was made by James Weber to set the bond amount at zero, noting that \$500,000.00 is covered by the VLCT policy, seconded by Robin Kingsley, all in favor.**
- Annual review and adoption of Guide for Meeting Procedure
A motion was made by Scott M. Reed to make the annual adoption of the Guideline for Meeting Procedure for the Whitingham Selectboard as written, seconded by Robin Kingsley, all in favor.

Appoint member to sign Warrants if meeting is cancelled for any reason during the next year

A motion was made by Craig Hammer to appoint any one Selectboard member to sign the payroll and payables warrants in the event of a meeting cancellation for any reason during the next year until annual reorganization in 2024, seconded by James Weber, all in favor.

Post vacancy on Cemetery Commission

The recent death of Dana Dix left a vacancy on the Cemetery Commission, which is an elected position. A Notice of Vacancy must be posted. **After review, a motion was made by James Weber to appoint Scott M. Reed to sign the Notice of Vacancy, seconded by Robin**

Kingsley, all in favor. Gig will post the notice on the town website, in three locations and in the newspaper.

Hearing of visitors (for concerns not on the agenda)

nothing

Hazard Mitigation

Discuss moving forward with FEMA buyout the two residents at 568 VT Route 112 have now vacated the property, they would like to move forward with the FEMA buyout. The town attorney is preparing a written agreement for the property owners to sign indicating that they will proceed with the buyout and not return to the property.

Robin Kingsley suggested we speak with VLCT. Gig will ask Attorney Fisher to discuss with their attorney the possibility of them trying to sell it on their own.

The board would like to pursue every option possible.

Discuss VT Stronger questions for update of the state's Hazard Mitigation Plan

A motion was made by Greg Brown to table this discussion for tonight, seconded by Robin Kingsley, all in favor.

Highway

Review and sign access permit

Mr. Janovsky presented a driveway access permit for Sarah Newell on Deer Hill Road/Murphy Lane (E911 address not assigned yet, waiting for the snow to melt) for the board to review and sign. **A motion was made by Scott M. Reed to approve and sign the access permit, seconded by James Weber, all in favor.**

Trucks Josh's truck needs to be replaced within the next two years, it will be 16/17 years old by the time a new truck becomes available at the dealership. Mr. Janovsky recommends purchasing a new Mack truck because that is what the Highway fleet is made up of at this time. He cannot get a quote from a different Mack dealership, because they are sold only within a sales area. The board members are ok with that plan. Due to the desire to continue with Mack trucks, this purchase would fall under the "sole source" exception in the Purchasing Policy.

Mr. Weber questioned where that puts the replacement of Mr. Janovsky's 1-ton truck. He answered that there is enough money in the equipment fund for both (by the time these two trucks become available).

Fire Department: nothing

Transfer Station: Gig should post the backup attendant position around town and in the Valley News, potential to work on Sundays. Mr. Brown suggested that perhaps Laurie Brown would be willing to cover some shifts at the Transfer Station, if needed.

Approval of Payables Warrant – March 9, 2023

A motion was made by James Weber to approve Payables Warrant #W2336 dated March 9, 2023, seconded by Greg Brown, all in favor.

Approval of Payroll Warrant – March 9, 2023

A motion was made by Robin Kingsley to approve Payroll Warrant #W2335 dated March 9, 2023, seconded by James Weber, all in favor.

Review and approve Minutes of February 22, 2023

A motion was made by Greg Brown to accept the Minutes of February 22, 2023, as written, seconded by James Weber, four in favor, Mr. Reed abstained.

Other business

Policing: The board would like Gig to discuss with Chief Murano if they could provide coverage for us during emergency situations that happen off hours, for double time, for the next contract.

Sewer:

A motion was made by Scott M. Reed to meet in private to discuss personnel matters in accordance 1 V.S.A. § 312(g) to include Scott M. Reed, James Weber, Craig Hammer, and Robin Kingsley, seconded by Robin Kingsley, all in favor.

A motion was made by Scott M. Reed to exit private session, seconded by James Weber, all in favor. With no action taken, private session ended at 7:30pm.

The board requested that Gig provide copies of the following to each board member:

1. A copy the town employee handbook
2. A copy of the sewer department handbook (if there is one)

Adjourn

A motion to adjourn was made by Scott M. Reed, seconded by Robin Kingsley all in favor.

Scott Reed adjourned the meeting at 7:45pm.

Respectfully submitted,
~Gig Zboray