



**Town of Whitingham
Office of the Selectboard**

MINUTES OF JUNE 14, 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, May 31, 2023.

Selectboard members present: Scott M. Reed, Chair; James Weber, Vice Chair; Greg Brown, and Craig Hammer.

Others present: Gig Zboray, Selectboard Office Administrator; Almira Aekus, Clerk/Treasurer; Stanley Janovsky, Jr., Road Commissioner; Shawna Pinette, Threat Owl; Brad Lackey, Planning Commission Chair;

Call to Order. Additions or Changes to Agenda

Scott M. Reed called the meeting to order at 6:30pm. Changes to the agenda were noted on the meeting copy.

Hearing of visitors (for concerns not on the agenda)

Outdoor consumption liquor license Ms. Aekus noted that today she received, through the state portal, an application from JG Store, LLC (Jacksonville General Store) for an outdoor consumption liquor license. **After review, a motion was made by James Weber to approve the outdoor consumption liquor license for JG Store, LLC, seconded by Scott M. Reed, all in favor.**

Kick Off meeting for the Local Hazard Mitigation Plan update:

Shawna Pinette, owner and manager of Threat Owl, winner of the bid to update our Local Hazard Mitigation Plan addressed the group. She presented their plan for how this project will go. We didn't have many questions. Ms. Pinette noted that the project could likely be done before the end of summer.

Sewer: Jacksonville discharge permit Gig, and Dave Dicantio, met with state officials last week to go over changes in Jacksonville's discharge permit, it is now in the public comment period until July 13th and should become effective August 1st. More testing will be required on the new permit. The increase in E. Coli testing will be about an additional \$300 per month (Jville only); Instream Monitoring is estimated to be \$225 per quarter (\$900 per year – Jville only); Pollution, WET, Nitrogen, Carbon and Hardness testing is approximately \$7,000 per year (Jville only), and the annual Proficiency test is about \$200 per year (Jville only).

The Whitingham plant discharge permit has not been updated yet but it is likely all the same testing will be required.

Construction update The double disk pumps were to arrive today, Aqua Aerobics will be here on Monday, the Temporary Treatment Plan was finalized last night and sent to Smitty for final review before filing with the state.

Highway

Top Soil a load of topsoil is needed at Town Hill, \$600 per load, the highway crew tried to screen what they have, it didn't work in the rain. Mr. Janovsky wanted to confirm the cost will come out of Parks Committee budget. Yes. The board agrees with Mr. Janovsky that we should just get the project done. Mr. Janovsky is not interested in the hydro-seeder that we have a grant for, he doesn't feel it will be used enough.

Access Permit Mr. Janovsky presented an access permit application for Peter Wimmelman for parcel ID# 11-1022.01 on Kentfield Road. No conditions were set. **After review, a motion was made by Greg Brown to approve the access permit for Peter Wimmelman on Kentfield Road, seconded by James Weber, all in favor.**

Transfer Station:

We are currently paying \$202 per ton for commingled recycling (containers); \$30 per ton for paper; \$340 per haul. Wilmington recently started compacting paper and containers together (single stream recycling) and are saving a lot of money on hauling; but they didn't compact any of it before, we have been compacting our paper for years. Marshall Dix said Wilmington is charged significantly more per haul and for the compactor rental than we are currently paying. Joseph Maguire of Casella would like to come meet with the Selectboard on July 12th to discuss a contract, he mentioned increased hauling fees. The board will discuss cost saving measures with him at that time.

We once had a flammables storage cabinet at the Transfer Station, should Gig order a new one for about \$3,000? No, we can put it in a closed cabinet that is vented.

HAZWOPER 24-hour training will be held October 25, 26 and 27. Dennis Pike said he would take the training.

FRCF Grant (culvert grant): appoint authorized representative

We received a grant from "Flood Resilient Communities Fund" (FRCF) to do the flood hazard mitigation improvements at the municipal center. An authorized representative should be appointed to sign documents and request payments. **A motion was made by Scott M. Reed to appoint Gig Zboray as the authorized representative on the FRCF grant and flood hazard mitigation project, seconded by Craig Hammer, all in favor.**

Adopt and sign Payment Methods Policy

Because of the recent fraudulent attempt to have a \$500,000+ payment for the sewer project sent by ACH to a nefarious entity disguised as our contractor a Payments Methods Policy was drafted. **After review, a motion was made by James Weber to adopt the Payment Methods Policy effective immediately, seconded by Greg Brown, all in favor.**

Ratify decision made on fence installation at Town Hill

We received two written quotes for installation of a fence around the generator, fuel tank and communications tower at Town Hill. The first was from Saladino Property Maintenance (SMP, Inc.) of \$7,833.55; the second from Wayside Fences of \$11,401.02. Mr. Saladino said he could get the fence installed within two weeks if he got a decision quickly. **A motion was made by Scott M. Reed to ratify the decision to accept the bid from SMP, Inc. to install fence at Town Hill, seconded by James Weber, all in favor.**

The Town and Fire Department paid for the generator and the fuel to run it. Keene Mutual Aid, the town, and the school buses use the communications tower. It was suggested to ask the school to help pay for the fence. It was noted that JC Electric has never charged a service fee for anything related to that generator.

Approval of Payables Warrant – June 15, 2023

A motion was made by Greg Brown to approve Payables Warrant #W2352 dated June 15, 2023, seconded by James Weber, all in favor.

Approval of Payroll Warrant – June 15, 2023

A motion was made by James Weber to approve Payroll Warrant #W2349 dated June 15, 2023, seconded by Craig Hammer, all in favor.

Review and approve Minutes of May 31, 2023

A motion was made by James Weber to accept the Minutes of May 31, 2023, as written, seconded by Craig Hammer, all in favor.

Other business

Refrigerator we need to replace a refrigerator upstairs. We can get an Amana 18.2 cubic foot, white, basic model for \$598 (currently 30% off) with free delivery from Home Depot. They charge a fee to remove the old but Gig could not find the cost on their website. Mr. Weber asked if Efficiency Vermont has any grants or rebates.

Traffic Fines we received \$287 in traffic fines for April.

Barkus Act 250 Application Craig Bartosewcz and family own property on Hamilton Tavern Road that had been a gravel pit starting back in the 1950's and 60's. The east side of the property has been closed out and restored. On the west side, they no longer plan to use the gravel pit but use the property as a materials storage area. Part of the Act 250 process requires that the town complete a "Municipal Impact Questionnaire". The board reviewed the questionnaire and appointed Gig to sign it.

Approving licenses the board asked if we can create a policy to prevent approval of liquor licenses if the property taxes are not up to date. Ms. Aekus noted that the town will always get their money eventually, with interest, and such a policy could have a very negative effect on the business.

Adjourn

A motion to adjourn was made by James Weber, seconded by Greg Brown, all in favor.

Scott Reed adjourned the meeting at 7:26pm. Respectfully submitted, ~Gig Zboray