



**Town of Whitingham
Office of the Selectboard**

MINUTES OF JULY 26, 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, July 26, 2023.

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

Others present: Gig Zboray, Selectboard Office Administrator; Stan Janovsky, Jr., Road Commissioner; Almira Aekus, Clerk/Treasurer; Dan Hollister, ACO. Romola Chrzanowski, Alan & Isabell Hadley, Judy & Bill Sellman, Nancy Conmy, and Marty Shinder, all residents of Route 8A. Bart Howes, acting Chief Operator.

Call to Order. Additions or Changes to Agenda

James Weber called the meeting to order at 6:30pm. Changes to the agenda were noted on the meeting copy. Discussion of the complaint against the ACO moved to the end of the meeting.

Hearing of visitors (for concerns not on the agenda)

None

Animal Control: address complaints

Several residents of Route 8A came to complain about excessive barking and running at large by dogs owned by Christian Yobst.

Dan Hollister, ACO, indicated twenty-five complaints were received in the past 2.5 years about Mr. Yobst's dogs. He indicated there is nothing the Humane Society can do about this; it is a town problem or a civil issue, although it appears to be a dog owner problem. Ms. Conmy noted that Dover mandated that a dog go to dog school after bites. We cannot do that unless it comes from a protective order after a potentially vicious dog hearing, the result of a dog biting a person.

Ms. Chrzanowski is concerned about the dog's suffering, which is obvious to her with its constant crying. In the recent past Mr. Hollister investigated and found the dogs healthy.

The board directed Mr. Hollister to pick up the dogs every time they are found to be running at large and bring them to the Humane Society and issue a citation for running-at-large. The board also directed that every time Mr. Hollister gets a written, signed complaint or he himself observes the dogs barking for more than 15 minutes he should issue a ticket in accordance with our ordinance.

Sewer:

Resignation of chief operator Dave Dicantio resigned his position on July 12, 2023. Bart Howes has been our back-up operator for years though never had to provide any coverage in the past 10+ years. Mr. Howes is temporarily acting as our chief; the job opening will be posted after the board reviews the draft help-wanted ad. Mr. Howes provided a list of potential firms that can provide coverage until the position is filled. These companies will do anything, including conducting the testing and filing the reports. Mr. Howes will be on vacation from August 4-11th. **A motion was made by James Weber to pay \$40 per hour during this period of filling in as our emergency backup Chief Operator, seconded by Greg Brown, all in favor.**

Mr. Howes is concerned about low ph balances at Whitingham, he is requesting approximately \$1,500 (plus shipping) to purchase testing equipment for the Whitingham plant, rather than bringing the samples back to Jacksonville for testing. The board approved the purchase of testing equipment and the purchase of a 30-gallon barrel to test flows.

Before Mr. DiCantio resigned, he told Mr. Weber that he had not submitted test results to the state for May and June. July tests were not run before he left. Mr. Howes was not informed of the need to do composite samples in time to get them in the pre-arranged lab pickup time, he therefore only performed grab samples for July.

The board asked Gig to reach out to the contractors on the list Mr. Howes provided. Mr. Brown questioned Mr. Howes if we couldn't get the subcontractor is it OK to use his license while he is on vacation and the sewer assistant do the required testing? Mr. Howes responded that he would not leave us high and dry, but we should work on getting a contractor as soon as possible.

Bilko hatch and Davit crane Power Donnelly mentioned that a board member questioned why a new Bilko door is on site, they thought it wasn't included in the main base bid. It is on the base bid to cover the headworks (at Jacksonville). There was also a question about why the Davit crane is on site. Mr. Donnelly offered that he could possibly return these items and offer a credit on the project. Mr. Smith indicated they were items included in the base bid. Yes, we want both if included in the base bid.

PVC wallboard vs. sheetrock the board reviewed the change order for Alternate Bids C&D which was originally \$169,500 for sheetrock and mold remediation at both plants, the new change would be \$179,000 for mold remediation and PVC boards rather than sheetrock (at both plants). **A motion was made by Greg Brown to approve/accept Bid Alternates C&D with the change order to PVC (\$179,000) and run it through the SRF program loan, seconded by James Weber, all in favor.**

Electrical Behind the tool room door is an electrical panel that was originally to be demo'ed, but with the change in plans to all the bid alternates the engineers overlooked that it now needs to be fed. The cost of this change order ~\$3,392. The board understands the panel needs to be refed, but apparently it should have been engineered better. Mr. Brown is not in favor of spending any extra on this issue or the potable water problem. Are there other engineering issues that have come to light?

Review EU assignments the board tabled this topic again; to be first item on the agenda at next meeting.

Chris Roberts/JG Store, LTD request for more capacity has been approved. Gig will send a letter.

Insurance appraiser coming on Monday, need a key to both sewer plants. Mr. Brown will leave a key to the sewer plants.

Help wanted ad the board approved the draft ad with the change that the job is UP TO 40 hours per week. **A motion was made by James Weber to post the job for two weeks and pay for some advertising (up to \$200) outside of the DV News area, seconded by Greg Brown, all in favor.**

Highway:

New Truck: Mr. Janovsky purchased a new one-ton truck chassis to replace his truck at a cost of \$66,299; and he ordered a one-ton truck (dually) for the fire department for replacement of the brush truck, it was what the fire department truck committee wanted.

Transfer Station:

A vehicle recently crashed into the Transfer Station office, while our attendant was in it, and also damaged the compactor controls. Thankfully no one was injured. The damaged building was repaired pretty quickly by Peter Bernard and the controller was welded by Windham Architectural Metals (they need to come back to make an adjustment). The incident was reported to the state police and to our insurance carrier. Mr. Janovsky has been keeping track of time and materials for repairs.

Pesticide grant The state has a new grant that will pay our town \$326 for pesticide removal on top of the SWIP grant for HHW removal. Gig submitted the grant application this morning.

Approval of Payables Warrant – July 27, 2023

A motion was made by Greg Brown to approve Payables Warrant #W2404 dated July 27, 2023, included the added payment to Kingsbury Companies, seconded by James Weber, all in favor.

Approval of Payroll Warrant – July 27, 2023

A motion was made by Greg Brown to approve Payroll Warrant #W2402 dated July 27, 2023, seconded by James Weber, all in favor.

Review and approve Minutes of July 12, 2023

A motion was made by Greg Brown to accept the Minutes of July 12, 2023, as written, seconded by James Weber, all in favor.

Other business

Review and sign Sullivan, Powers & Co. Audit Scope and Objectives The board reviewed the audit scope for the upcoming audit of the fiscal year ended June 30, 2023. **A motion was made by Robin Kingsley to approve and sign the Audit Scope and Objectives document, seconded by Greg Brown, all in favor.**

Traffic fines We received \$180 in traffic fines during the month of June.

Hazard Mitigation We received a memorandum of understanding (MOU) from WRC to provide management services for the culvert project, a cost not to exceed \$55,000. **A motion was made by Craig Hammer to appoint James Weber to sign the MOU with WRC, seconded by Greg Brown, all in favor.** Gig is awaiting Attorney Fisher's review before she sends the signed document back to WRC.

Moving van that parks at Municipal Center Gig questioned if anyone had given permission for this huge moving van to park here? No. We have signage that says "no parking over 24 hours"; this week the moving van has been here at least four days straight. Gig will write a letter; it may block fire equipment exiting the building and it is a parking issue.

Animal Control Complaint: A complaint was received by a resident who had a dog issue in another town but was feeling harassed by our animal control officer over it. Gig will write letter to Mr. Hollister to cease and desist any contact with Chuck Putnam.

Adjourn

A motion was made by Greg Brown to adjourn, seconded by Craig Hammer, all in favor.

James Weber adjourned the meeting at 8:24pm.

Respectfully submitted,
~Gig Zboray