



**Town of Whitingham  
Office of the Selectboard**

**MINUTES OF AUGUST 7, 2024**

*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, August 7, 2024.

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

Others present: Gig Zboray, Selectboard Office Administrator; Stanley Janovsky, Jr., Road Commissioner; Almira Aekus, Clerk/Treasurer/Tax Collector.

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

Scott M. Reed called the meeting to order at 6:30pm. There were no changes to the agenda.

**Hearing of Visitors for concerns not on the agenda**

None.

**Highway: truck chassis, truck body**

Quotes for body for new truck: HP Fairfield haven't given a price yet, another company will not give a quote. Viking-Cives of Vermont gave a quote of \$111,600. **A motion was made by James Weber to accept the quote from Viking-Cives of \$111,600 for a body for the new truck, seconded by Greg Brown, all in favor.**

Mr. Janovsky found out the new clean air act will require truck companies to sell one electric truck for every 8 trucks they sell, he went ahead and told Mack salesman to save us a spot on the assembly line for a diesel truck with an automatic transmission. However, the government is taking them all. We are alright with a standard transmission. He won't be able to get a price until he can order the truck. We won't have to pay for the truck until we accept delivery. We have at least two cycles of town meetings to raise the money for it. This is to replace a 20-year-old truck. Tim's truck got a new body (pre-emissions) for \$40,000, Josh's truck had no work done to it. **A motion was made by Scott M. Reed to start the process to replace Tim's truck, no dollar amount is available right now, seconded by James Weber, all in favor.** When Mr. Janovsky gets a price for the new truck another motion will be made.

**Sewer:**

Gig signed a change order for the purchase of two influent automatic samplers for a cost of \$20,992.30. The installation of the samplers will be included on another change order, this was just to get them ordered because there is a 150 day lead time. The state has not

approved this change order yet because of the number of days it needs and the contract cannot be extended for just that. Engineers and contractor are working to put together all the change orders in a way that the state can approve them.

We finally received a contract amendment from Weston & Sampson on the proper paperwork for CWSRF program. It is an addition of \$86,587 for engineering of the generators, influent metering and sampling, and work/engineering to add back all the alternates we now have funding for. This cost increase includes \$57,672 of expenses extending the time the RPR will have to be on the project.

Gig sent the contract documents to Attorney Fisher, but he is out of the country until the 19<sup>th</sup>. Gig would like board permission to sign the contract amendment after his review and approval. **A motion was made by Greg Brown to approve Amendment of Owner-Engineer Agreement, Amendment No. 2, in the amount of \$86,587 and to appoint Gig Zboray to sign it after receiving approval from the town attorney, seconded by James Weber, all in favor.**

**Annual Audit: review and sign “audit scope and objectives”**

For the audit of fiscal year 23/24 we have a regular audit and also a “single audit”. A single audit is required because we accepted over \$1M in grant money. The fee for the regular audit is \$17,600; the fee for the single audit is \$7,000 for one major program and \$4,000 for each additional program. Pollution Control Grant is likely one program and ARPA sewer grant is likely another. **A motion was made by Scott M. Reed to approve and sign the audit scope and objects agreement with Sullivan, Powers & Co., seconded by Greg Brown, all in favor.**

**Zoning: next step on zoning fine**

Joseph Autuori paid his zoning fine on July 11<sup>th</sup> and submitted a zoning application for the new single-family home that he built without a permit. He was late, but he met his obligations. Gig recommends the board now approve and sign the Stipulation to Resolve Zoning Enforcement Action. **A motion was made by James Weber to approve the Stipulation to Resolve Zoning Enforcement Action and to appoint Scott M. Reed to sign it, seconded by Greg Brown, all in favor.**

**Transfer Station: discuss potential fee changes:**

We have traditionally charged transfer station fees based on what we pay to transfer things out of town. The cost of tires has risen again. Gig suggested incorporating the NRRRA Member Pricing sheet, as updated annually, into our Transfer Station Permit and Use Fees. Gig provided a sample of the new fee schedule. We discussed the cost of mattresses, we pay \$40 to remove a mattress, the board approved upping the fee to \$20. **A motion was made by Greg Brown to update the Transfer Station Permit and Use Fees schedule to annually incorporate Northeast Resource Recovery Association annual Member Pricing sheet and change the price of mattresses to \$20, seconded by James Weber, all in favor.** Post meeting note, Gig provided the wrong fee schedule, we already charge \$25 for mattresses, so that will remain the same.

**Approval of Payables Warrant – August 8, 2024**

**A motion was made by James Weber to approve Payables Warrant #W2506 dated August 8, 2024, seconded by Greg Brown, all in favor.**

**Approval of Payroll Warrant – August 8, 2024**

**A motion was made by James Weber to approve Payroll Warrant #W2505 dated August 8, 2024, seconded by Greg Brown, all in favor.**

**Review and approve Minutes of July 10, 2024**

**A motion was made by James Weber to accept the Minutes of July 10, 2024, as written, seconded by Greg Brown, all in favor.** The regular meeting scheduled for July 24<sup>th</sup> was cancelled, Mr. Weber signed both warrants.

**Other business**

Municipal Fines Besides Autuori's zoning fine of \$6,750, we received \$195.50 in municipal fines in July.

Resignation of Linda Donaghue we received a letter of resignation from Linda Donaghue dated July 26, 2024 from the Planning Commission and the Housing Rehabilitation Committee. A letter of acceptance and thanks was reviewed and signed by the board.

Eames Village Park retaining wall we did not win the prior grant application for a scoping study of the retaining wall (\$45,100). Vermont Emergency Management is now putting that prior information into a new grant application (HMGP). Right now, the state is covering the required 25% local match on HMGP, in this case it will be \$11,275. HMGP grants do not cover management costs, we had asked for \$2,255 in the last application to cover the cost of Windham Regional Commission helping with putting together an RFP and contract for the project. It makes sense for the town to pay the management costs if the state will cover the required match.

Lock in Nidos

Prepay heating oil at \$3.179 (was \$3.129 last year)

Prepay propane at \$1.80 (same as last year)

Summer diesel at \$3.06 (diesel prepay pricing was not offered last year)

Winter diesel 50/50 at \$3.46

**A motion was made by Scott M. Reed to lock in prepay fuel pricing at this time, seconded by Greg Brown, all in favor.**

Assessor's Clerk – one applicant so far. Only posted the job on town website 5 days ago, will be in newspaper tomorrow.

Tax Collector a tax sale was conducted in June but no one purchased the Perry's property across from the gas station. It will be difficult to sell during next year's tax sale. She suggested it might be worth having another tax sale soon because the laws are changing.

She even suggested the town might consider buying it. Two acre building lot with sewer and a well. If the town were to buy it, the town can't make a profit on it.

**Adjourn**

**A motion was made by Scott M. Reed to adjourn, seconded by James Weber, all in favor.**

Scott Reed adjourned the meeting at 7:13pm.

Respectfully submitted,  
~Gig Zboray