



**Town of Whitingham
Office of the Selectboard**

MINUTES OF OCTOBER 18, 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, October 18, 2023.

Selectboard members present: Scott M. Reed, Chair; James Weber, Vice Chair; and Robin Kingsley.

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

Call to Order. Additions or Changes to Agenda

Scott M. Reed called the meeting to order at 6:30pm. Some changes to the agenda were noted on the meeting copy. Executive session was put first and the Liquor License second. Highway was moved until Mr. Janovsky arrived.

Hearing of visitors (for concerns not on the agenda)

None.

Executive Session to discuss potential litigation

Almira Aekus spoke to the board in executive session to discuss potential litigation in accordance with 1 V.S.A. § 313 (a)(1).

Liquor License: Village Fuel and Convenience

Village Fuel and Convenience owner Jessica Betit applied for a second-class liquor license for 319 VT Route 112 (First Stop). **A motion was made by James Weber to approve the second class liquor license for Village Fuel and Convenience, seconded by Robin Kingsley, all in favor.**

Review and sign annual service contract for school generator

A motion was made by Robin Kingsley to approve the contract with Brook Field Service and appoint Scott M. Reed to sign it, seconded by James Weber, all in favor. Gig noted that the generator currently has an error message; she requested a service call.

Sewer:

Anthony Campbell of Kingsbury Construction Company asked for permission to park and use his camper at the Jacksonville sewer plant during the winter. If the Highway crew is OK with it, the board is OK with it. Mr. Janovsky has no problem with it but the town will not be plowing the right side driveway.

Highway:

Consider changing CDL requirements to intrastate (vs. current interstate)

Mr. Janovsky noted that all the highway crew have an interstate CDL which requires a DOT physical. If the crew got the intrastate CDL he says they would not be required to get the annual physical. Mr. Janovsky suggested that a new hire would be required to have an interstate for 10 years then be allowed to switch to intrastate. Mr. Kingsley questioned what the insurance impact would be. Gig will do more research.

Review and approve access permit for Marshall Dix

Mr. Janovsky did not find anything that says you can't have access through a town property. Mr. Janovsky set a condition that no junk or vehicles may spill onto town property. Mr. Kingsley questioned if perhaps a better option is to offer a right of way that includes maintenance specifications. Gig will discuss with town attorney. The permit was tabled until we get legal guidance from the town attorney.

Approval of Payables Warrant – October 19, 2023

Gig noted that the payment to Kingsbury has not been approved by the state yet, she will hold the check until we receive state approval. If the state changes the amount Gig requested authorization for one Selectboard member to come sign a special warrant, if needed, to reissue a check in the new amount and this one will be voided.

A motion was made by James Weber to approve Payables Warrant #W2416 dated October 19, 2023, seconded by Robin Kingsley, all in favor.

A motion was made by James Weber to appoint any one Selectboard member to sign a special warrant, if necessary, to correct the amount of the Kingsbury Construction payment, seconded by Robin Kingsley, all in favor.

Approval of Payroll Warrant – October 19, 2023

A motion was made by James Weber to approve Payroll Warrant #W2415 dated October 19, 2023, seconded by Robin Kingsley, all in favor.

Review and approve Minutes of October 4, 2023

A motion was made by James Weber to accept the Minutes of October 4, 2023, as written, seconded by Robin Kingsley, all in favor.

Other business

Animal Control Ordinance at the last meeting a question came up asking if we are required to have an animal control ordinance. The answer is NO, but we are required by statute to license dogs, assist the state in control of rabies and respond to a written complaint when a dog has bitten a person while the dog is off the premises of the owner or keeper, and the person bitten requires medical attention. Gig will provide the board with a copy of the current Animal Control Ordinance for further discussion.

Employee medical insurance it's time to renew. A comprehensive memo about the current changes was reviewed. After reviewing the information provided, **a motion was made by Scott M. Reed to continue with Blue Cross Blue Shield Bronze CDHP plan, seconded by James Weber, all in favor.**

Fence around generator months ago we asked the school to help pay for the fence around the generator at Town Hill. The school paid one-third of the cost (\$2,611.18) as requested. Gig will write a letter to Keene Mutual Aid asking for the same.

Municipal Fines We received \$107.50 for municipal fines in September.

Eames Village Park tenants from the corner store are parking overnight at the park, it will become a plowing problem. Signage clearly indicates no overnight parking. Gig will draft a letter to remind them.

Flood plain project For years there has been discussion about a hazard mitigation project to lower the far side of the river to allow flood waters to access the flood plain behind the houses between the Municipal Center and the intersection of Routes 112 and 100. It's a good project to combine with the culvert replacement at the Municipal Center and grant funding is likely available through the WISPr program. The board is ok with the project, Gig will send the letter to property owners asking for the approval to start a scoping study/design of the project.

Adjourn

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

Scott M. Reed adjourned the meeting at 7:25pm.

Respectfully submitted,
~Gig Zboray