



**Town of Whitingham
Office of the Selectboard**

MINUTES OF NOVEMBER 30, 2022

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, November 30, 2022.

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

Others attending: Gig Zboray, Selectboard Office Administrator. Almira Aekus, Clerk/Treasurer. Stanley Janovsky, Jr., Road Commissioner. Mary Wright, resident. Tyler Lederer, DV News. Robert Fisher, town attorney.

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. COL increase was moved to first thing.

Hearing of Visitors

None

Budget: determine cost of living increase

In November of 2021 the board came up with a plan to adjust up to the huge 5.9% cost of living increase for 2021 over a three-year period. Now with 2022 COL at 8.7% that initial plan doesn't really work. After much discussion, **a motion was made by Scott M. Reed to set the COL at 4% for the fiscal year 23/24, seconded by James Weber, all in favor.**

Town Treasurer, CD rates

Almira Aekus came to the table to discuss CD rates. She would like to put \$500,000 into some combination of CDs that mature at different times (6 months to 2 years). The board gave their approval.

Ms. Aekus brought up the topic of Old Home Week which is coming in 2026. She suggested an increase to the appropriation to \$5,000 for this year and publicize in Town Report that committees are forming to get volunteers on board. There is currently \$26,000 in the OHW fund.

Town Meeting Warning: discuss inclusion of two articles

In order to properly use the ARPA funds as grant matches in the future the voters would have to approve the creation of a new fund (potentially called the "Grant Match Fund") and a second article to deposit the ARPA monies into the new fund this current fiscal year (effective March

8, 2023). The board agreed with this process. Gig will add new articles to the annual town meeting warning.

Highway

Mr. Janovsky presented an access permit for Heather Thomson on Parsons Road. No conditions are required, a culvert is already in place. The new 911 address for the driveway is 1330 Parsons Road. **A motion was made by Robin Kingsley to approve and sign the access permit for Heather Thomson at 1330 Parsons Road, seconded by James Weber, all in favor.**

Transfer Station

Mr. Janovsky noted that he has a conflict of interest and therefore feels that he should not be the one to conduct the interviews of applicants for the attendant position. After some discussion it was decided that Mr. Kingsley will screen the applications, then he and Gig will conduct the interviews.

Sewer

The new computer has been installed.

Gig is currently updating the Personnel Policy which allows the Chief Operator \$1,000 per fiscal year for uniforms and the assistant \$250, she asked the board if they would like to change that due to the recent changes to sewer department positions. The board would like the uniform allowance to be \$500 each for the two employees.

Gig noted that she is still working with W&S and ANR to get the billing and reimbursements on our sewer project straightened out. Thankfully these struggles are before the project is in full swing. Mr. Smith assures Gig that it will be easy going soon. Mr. Haddox does not agree.

Emergency Management

The board reviewed the annual maintenance contract for the generator at the school which falls under emergency management for the emergency shelter. **A motion was made by Greg Brown to approve the generator contract and appoint Scott M. Reed to sign it, seconded by Robin Kingsley, all in favor.** The payment for the generator contract is included in the payables warrant.

Approval of Payables Warrant – December 1, 2022

A motion was made by Robin Kingsley to approve Payables Warrant #2322, dated December 1, 2022, seconded by Scott M. Reed, all in favor.

Approval of Payroll Warrant – December 1, 2022

A motion was made by Robin Kingsley to approve Payroll Warrant #2321 dated December 1, 2022, seconded by Craig Hammer, all in favor.

Approval of Special Payroll Warrant – December 2, 2022

A motion was made by Robin Kingsley to approve Special Payroll Warrant #2321F dated December 2, 2022, to pay the annual Firefighters “nominal fee”, seconded by Scott M. Reed, four in favor, James Weber abstained.

Review and approve Minutes of November 16, 2022

A motion was made by Greg Brown to accept the Minutes of November 16, 2022, as written, seconded by Robin Kingsley, all in favor.

Other business

Mr. Weber would like job descriptions and pay rate for each employee. Gig will get the information together.

Executive Session to discuss

A motion was made by James Weber to enter into Executive Session to discuss confidential attorney-client communications in accordance with 1 V.S.A. §§ 313(a)(1)(E) and (F) to include Town Attorney Robert Fisher and Gig Zboray, seconded by Greg Brown, all in favor.

Executive session was exited at 7:53pm.

Adjourn

A motion to adjourn was made by James Weber, seconded by Robin Kingsley, all in favor.

Scott M. Reed adjourned the meeting at 7:53pm.

Respectfully submitted,

~Gig Zboray