**Minutes of regular meeting of the Whitingham Selectboard**

**January 20, 2016**

These Minutes shall be accepted into the public record (with any corrections noted)

at a future meeting of the Whitingham Selectboard.

The Whitingham Selectboard held a regular meeting on Wednesday, January 20, 2016 at 7:30pm in the Selectboard Office of the Municipal Center, 2948 VT Route 100, Jacksonville, VT.

Selectboard members present: Chair, Keith Bronson; Vice Chair, Allan Twitchell; Members, Karl Twitchell and Robin Kingsley.

Others present: Gig Zboray, Selectboard Administrative Assistant; Almira Aekus, Town Clerk/Treasurer; Dave DiCantio, Sewer Dept.; David Dumaine, Marshall Dix and Lyman Tifft, Sewer Commissioners; Stanley Janovsky, Highway Foreman; Phil Edelstein, Johanna and John Robohm, residents.

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

Chair, Keith Bronson called the meeting to order at 7:30pm. There were no changes to the Agenda.

**Hearing of Visitors**

No comments.

**Sewer Commissioners**

David DiCantio stated that the Sewer Department hasn’t had any issues meeting their permits in quite some time. On the Implementation Schedule Dave DiCantio pointed out the following:

* Any tasks on the charts that say “immediate, weekly or monthly” in the Implementation Time Frame column or “yes, part of O&M” in the Town Responsibility column have been done or continue to be done on a regular schedule.
* Purchase spare blower (#4 Whitingham) has not been done because it is not really necessary and doesn’t affect their permit process.
* Flow Metering (#5 Whitingham) has not been done at either plant. Dave DiCantio said it’s a recommendation but not required on their permit. Effluent Flow Metering has not been done at either plant. To meet permit requirement they calculate flow that leaves the plant based on what is being pumped through the treatment system. Dave DiCantio would like an effluent flow meter but it is not required.

Keith Bronson asked if there are any big ticket items coming up in the foreseeable future. Under each sewer building is a system of septic tanks, Dave DiCantio would like to update the system that measures the liquid in those tanks and controls the pumps (Liquid Level Detection/Duplex Pump Controls) for both plants. The automatic waste timers are antiquated, they get stuck open and empty the tanks, Dave DiCantio would like a digital system (Automatic Waste Valves and Controllers/Timers) for both plants. Variable Drive (to increase/decrease the drive) for the pump in Whitingham needs an electrician to install it, Dave DiCantio has the drive in stock. Keith Bronson asked if there was money in the budget to cover these expenses. Dave DiCantio said, yes, the money is available. Karl Twitchell asked about a shaft and bio wheel. Dave DiCantio said the bearings in that unit were replaced 2 or 3 years ago at both plants. David Dumaine said sewer lines are constantly inspected. Cameras have not been used yet but they are in the plan. A significant portion of the main line in Jacksonville was “jetted” last year. They plan on cleaning (jetting) that area every four years.

The Selectboard is concerned about the age of the system and if there is a catastrophic failure of some sort is there (will there be) money available to correct it. David Dumaine said yes, they plan on starting a maintenance/capital fund. Marshall Dix indicated that they are starting to do more inspections of the pipes with the camera, cannot do the whole system each year because it is not economical.

Allan Twitchell questioned if they are planning any extensions to the line. The Sewer Commissioners are considering an extension to Tyanoga Drive. The new users would need to hire an engineer and run the pipes to connect to the sewer. Stanley Janovsky asked if there is enough capacity. Dave DiCantio said both plants have capacity available.

**Review audit of fiscal year 14/15**

Almira Aekus explained that everything from the audit matches what will be presented in the Town Report. The only difference is on page 8, property taxes are higher because the voted articles are separated out in our Town Report. Other minor differences come from the auditors rounding their figures.

Minor tweeks in procedure would be to get a cash register in the Town Clerk’s office and have numbered “tokens” for the transfer station and numbered cash receipts.

Auditors also mentioned a fraud risk policy that the town could adopt. Almira Aekus stated that there are other policies that the Town should consider.

**Review and approve final budget for fiscal year 16/17**

Karl Twitchell questioned Transfer Station revenue regarding the price of steel. The Board feels there is enough cushion in the budget, no need to change the figures on the finalized budget.

**A motion was made by Robin Kingsley, seconded by Allan Twitchell to approve the municipal general fund budget as finalized to raise and appropriate $562,592.00 for the general use of the town for the fiscal year July 1, 2016 to June 30, 2017; $287,221.00 to be raised in taxes, $187,259.00 in anticipated revenues and $88,112.00 from prior year fund balance, all in favor.**

**A motion was made by Karl Twitchell, seconded by Allan Twitchell, to approve the Highway Department budget of $1,253,062.00 for fiscal year July 1, 2016 to June 30, 2017, all in favor.**

**Review and sign Warning for Town Meeting**

**A motion was made by Allan Twitchell, seconded by Robin Kingsley to approve the Warning for the annual Town Meeting on March 1, 2016 as written, all in favor.**

**Metal collection at Transfer Station**

No discussion. TAM will collect the metals.

**Miscellaneous/Old Business/Mail:**

**Sadawga Dam Gate House compromise:** No questions or comments. The Board members are happy.

**Hurd Lane Plowing:** Stanley Janovsky asked the board if they would like to contract Corse Excavating to plow Hurd Lane and Smith Road for a total of $25 each road for the season. Stanley said it doesn’t have to go out for bid because it is not federally funded or covered by a grant. **Motion was made by Robin Kingsley, seconded by Allan Twitchell to contract with Corse Excavating to plow Hurd Lane and Smith Road at a cost of $25 each for the season.** Karl Twitchell didn’t agree with the motion. Discussion about the legality of changing the agreement that was drawn up about Hurd Lane and Smith Road in 2006.  **Robin Kingsley withdrew his motion, Allan Twitchell withdrew his second.**

**Approval of Payables Warrant – January 21, 2016.**

**A motion was made by Allan Twitchell, seconded by Karl Twitchell, to approve Payables Warrant W1630 dated January 22, 2016, all in favor.**

**Approval of Payroll Warrant – January 21, 2016.**

**A motion was made by Karl Twitchell, seconded by Robin Kingsley, to approve Payroll Warrant W1629 dated January 22, 2016, all in favor.**

**Approval of Minutes of January 6, 2016**

**A motion was made by Allan Twitchell, seconded by Karl Twitchell, to approve the Minutes of January 6, 2016 as written, all in favor.**

**Other Business:**

Discussion of the school budget, the $110,000 user fee and the reduction of tuition fees. The State made an error with the figures they provided to the school so how could the school budget be correct?

The Board discussed preparing a letter to the editor to complain about the school budget, including how the original $110,000 user fee was once funded by Trans Canada but is no longer, include the history of the user fee and now the reduction in tuition. Gig will start a draft with the help of Keith and Robin.

**Adjourn**

**A motion was made by Allan Twitchell to adjourn, seconded by Robin Kingsley, all in favor.**

Keith Bronson adjourned the meeting.

Respectfully submitted,

~Gig Zboray