**Windham, VT Select Board Minutes**

Regular Meeting

June 18th, 2018

Windham Town Office

Present:

 Kord Scott Selectman

 Maureen Bell Selectwoman

 Bob Kehoe Selectman

 Peter Chamberlain Treasurer

 Vance Bell

 John Hoover

 Sally Hoover

 Carolyn Partridge

 Bill Dunkel

 Russ Cumming

 Joyce Cumming

 Louise Johnson

 Tom Johnson

Meeting called to order at 6:30 by Maureen

Additions to Agenda/Announcements/Reminders:

Maureen requested to go into an Executive Session to discuss a personnel issue

Reminder re: Road Crew Meeting tomorrow at 8:30 a.m.

Approve final minutes:

 Maureen moved to accept Final Minutes for 5/21 and 6/4 Select Board Meetings – all in favor – yes - approved

Public Comments:

 Carolyn mentioned unclaimed bank accounts at Town Meeting.

 Mike followed through on the accounts that had Windham's name on them.

 A check from the State of Vermont for unclaimed property was received on 6/18/18 in the amount of $735.60.

 Carolyn presented and read a letter from Windham Elementary School Board in regards to a vote that took place on June 4th 2018 to recommend Howard Ires as Windham’s Interim representative for grades 7 – 12 to WRMUED. Letter attached.

Maureen moved to confirm appointment to WRMUED as specified in letter – all in favor – yes

 Solar Plan discussion for the Cemetery

 Bill presented the email from Ralph with the proposed diagram (copy attached)

 The Cemetery Commission meets on Tuesday to give feedback

 Bill wants to emphasize that the panels are temporary and that there will be land available for more burials, a decision needs to be made soon

 The Energy Committee feels it’s out of their hands and the Select Board needs to act

 One question which needs to be addressed is in regards to the landscape plan revolves around the proposal for 40 trees

 Kord asked about a $1,000 check and has it been received, Peter confirmed that Green Lantern did send check and asked what to do with it – to deposit it or hold it until it is determined where it should be applied

 Maureen suggested waiting to see what the Cemetery Commission is concerned about after they meet on Tuesday then make a determination as to where the money should be applied

 Discussion continued in regards to “buzz” around town from the public that they are not pleased with the proposed Solar Plan. Bob feels the general public needs to know the overall plan and have opportunity to discuss at an open forum so all concerns can be addressed

New Business:

 Summer road paving funds

 Peter stated that there is approximately $125,000 in the account for repaving

 There is $36,000 from the State Aid for Transportation, Peter asked the Select Board to earmark this money for repaving, move it into the Paving Account

 Kord made motion to move the money from the State into the Paving Account – all in favor – approved

 Roadside mowing

 Josh received a few bids – one from Orchitt Mowing out of Chester for $6,000 and the other from M & M Excavating out of Proctorsville for $5,700

 Job to be done includes approximately 70 miles on both sides of the road and will need two to three passes

 Town would like the job to be done in July

 Orchitt does state that they can do the job in early July

 M & M does not state when they will complete the job

 Motion made by Maureen to go with M & M if they will do it in July due to the lower bid – all in favor - approved

 Kord will confirm with M & M that they can have the job completed in July

Old business:

 Update on repairs for Garage

 Pertaining to the electrical work that needs to be done, Bob is looking to keep it under $5,000

 Josh stated that it is difficult to put it out to Bid and if Select Board approves he will move forward with Sparky Electric doing the electrical work

 Discussion revolved around the bid process and staying within guidelines to have other comparative bids before determining who will do the job

 Peter presented a letter in regards to “Purchasing Policy” which outlines the correct policy for obtaining Bids for any job over $1,000 – copy of letter attached

 Maureen made motion to rescind the vote for Sparky Electric to do work in garage from the last Meeting and obtain Bids as outlined – all in favor - approved

 Municipal Roads Grants-In-Aid Program (MRGP)

 Maureen read the letter from Windham Regional Commission – letter attached

 Maureen signed notice of Intent for Windham Regional – and also the notice of intent for Department of Environmental Conservation

 Sheriff’s contract

 Question presented by Kord in regards to increasing the Sheriffs hours, Select Board needs copy of Contract, Claudia to obtain Contract for upcoming year and will present to Select Board, no copy in Town files

 Copy of Contract obtained by Claudia and is attached

 Claudia’s “To Do” list

 Tabled to next Meeting

Correspondence/Payroll/Bills:

Select Board reviewed Correspondence, Payroll and Bills

Executive Session:

 Maureen moved to enter into Executive Session at 7:55 pm – all in favor – approved

 Kord moved that we exit Executive Session at 8:42.

* Maureen moved that we discuss scheduling employee evaluations for Josh and Claudia at the next regular Selectboard Meeting.
* Dan’s evaluation will be done after September 1st – All in favor.

 Kord moved to adjourn the meeting at 8:42 pm – all in favor – approved

Next regular meeting: Monday, July 2

Attachments:

 6/12/18 Roadside Mowing Quote

 Town of Windham Purchasing Policy

 6/18/18 Mowing email & quote from M&M Excavating

 6/12/17 M & M Mowing Quote

 6/11/18 letter from Efficiency Vermont

 Town of Windham Zoning Permits # 627 & 628

 6/18/18 Windham Elementary School Board Letter re: recommending Howard Ires as representative