# Windham, VT Selectboard Minutes

# July 16, 2018 6:30 PM

# Windham Town Office

# Present:

# Kord Scott Selectman

# Maureen Bell Selectwoman/Chair

# Robert Kehoe Selectman

# Peter Chamberlain Treasurer

# Carolyn Partridge State Representative

Mike McClain Town Clerk

Bob Bingham

Louise Johnson

Tom Johnson

Dawn Bower

Russ Cumming

Joyce Cumming

Meeting called to order at 6:30 pm by Maureen

Additions to Agenda/Announcements/Reminders:

* Reminder: Road Crew Meeting Tuesday morning 7/17 at 8:30 AM at the Town Office
* Add to Agenda requested by Richard– discussion on roads
* No announcements

Approve final minutes:

For Meetings:

* + - June 18th Selectboard
    - June 19th Road Crew
    - July 2nd Selectboard
    - July 6th Emergency Selectboard
    - Maureen moved to approved all minutes – No discussion – all in favor yes

Public Comment:

Mike – 20th of July – 4 freedoms festivals

* The State has asked all towns to ring bell at 4 pm on Friday

New Business:

Mike has received quotes to have the Annual Reports binded.

* $350 per volume from one company
* $190 per volume from a company in Chester, leather binding
* Mike would like to go with company in Chester
* We do have the money in the budget to cover the cost

Kord made motion to spend $190 per volume with Chester – All in favor - Approved

Carolyn Partridge wants to fill us in on the School Alternative Governance issue from standpoint of the Windham community

* + Carolyn distributed the Alternative Governance Report (attached)
  + A copy of the testimony Carolyn gave to protect the Small School grant was also distributed (attached)

Carolyn went on to give an overview of the situation and where we stand now and basic metrics

* At 4/10 presentation the discussion revolved around where the Windham students would be sent if the Town school was closed.
* Windham school wants to be left as is and not closed, they have been looking at what options there are and what are the best avenues to take for the town families/children
* They are working on numbers as far as the various possibilities that are out there and will keep us informed.
* Final plan needs to be ready by the end of November; the Town needs to have a decision made by the end of October.
* Goal would be to leave the school as is and not closed/merged.

Posting weight restrictions on our roads

* Distribute/Review Sections 13-14 from VTRANS Orange Book for weight restrictions on Windham roads.
* Maureen went and printed out VTRANS orange book - and Kord has additional information –
* Kord spoke with VTRANS – roads are rated at 24,000 lbs
  + Discussion revolved around getting DMV involved –we should post weight limit signs, but at same time should get DMV out to discuss enforcement – not certain how willing DMV would be to come out seeing we are a small town
  + Kord asked to have someone reach out to VTRANS - Bob said VTRANS said the Town needs to follow format to get things in order so they can move forward to enforce
  + Kord said to start to have DMV come out and have discussion about what we can and cannot do
  + Kord will reach out to VTRANS to get the ball rolling and find out the process
* Carolyn asked if loggers have to leave bond, yes but not enforced
* Peter –asked about “current use” performance bond

Richard asked question about lack of road maintenance over past months as far as ditching, what is schedule for road crew

* Maureen responded that there is no exact calendar but is on list on summer project list for road crew
* Richard mentioned the wash outs that are still there and need attention
* Maureen will talk with road crew tomorrow during Road Crew Meeting and get back to Richard – Also the pot holes on black tops starting on Town garage
* Bob mentioned road crew is starting on the holes, it was one of his concerns.
* Richard mentioned this should have been started months ago.
* Selectboard encouraged Richard to attend Road Crew meeting taking place on Tuesday morning.

Bob Bingham commented on job description of road crew

* We should not have to outsource work on culverts if in fact it’s part of the road commissioners job description
* Discussion revolved around executing job description tasks and following through on it
* Kord mentioned it’s good to have subcontractors come in to do work due to not having adequate labor from town to do work – discussion around proper repair of culverts

Kord sheriff update – will update and send copies

Old business:

PACIF Update for garage repairs/maintenance

* Veteran Electric to do the work July 19th or 20th will take about a day to complete the job
* A second Bid was received per Bob’s recommendation however not able to complete work in time frame required
* Recommendation to go with Veteran Electric

To-do list

* Claudia to update and email to Selectboard

Review VLCT Model Driveway Culvert Maintenance & Replacement policy

* Maureen did research from other towns and from VLTC
* Distributed area town policy’s – copy attached - basically it’s the homeowners responsibility – the VLTC says the same thing
* Windham needs to come up with a policy – table issue for now
* Discussion went on to revolve around “ditching” and culverts – how to notify homeowner that ditching will take place and their culvert needs attention/work…need to be maintained properly

Cost of Living Increase

* No information listed in the Personnel Policy. – question revolves around adopting the recommended 2% increase that Peter brought up at last meeting
* Maureen looked into policy and no mention – Mary mentioned it was in policy for years but had been taken - sometimes town did it and not
* Maureen made motion to adopt 2% cost of living increase
* Peter 90 day period for new hires - question for new hires are they eligible – it would need to be determined for payroll – should go into effect after probation period.
* Peter letter from VLTC in brochure re: blue cross increase for next year 7.5%, this is from Blue Cross, state may not accept it – it’s an anticipated increase and should be taken into consideration when giving cost of living increase if in fact this increase takes place.
* Kord mentioned cost of living should be looked at each year.
* Mary mentioned that the cost of living increase is not related to performance
* Maureen stated that we are not ready to act on this right now, need to do more research – Maureen tabled the motion to be brought back up at August 6th meeting.

8:00 Correspondence/Payroll/Bills

* Selectboard reviewed all bills/correspondence and misc. other.

8:30 Next regular meeting: August 6; Adjourn

Meeting was adjourned at 8:15 PM - all in favor

Respectively Submitted: Claudia M. Voight Selectboard Clerk