

Windham VT Selectboard Meeting Minutes  
October 15, 2018 Regular Meeting

Present:

Maureen Bell, Selectboard Chair	Kord Scott, Selectman
Bob Kehoe, Selectman	Peter Chamberlain, Treasurer
Richard Paré, Road Commissioner	Vance Bell, Planning Commission
Dawn Bower, Planning Commission	Kathy Jungermann, Auditor
Keith Jungermann	Louise Johnson
Tom Johnson, Planning Commissioner	Sally Hoover, Auditor
John Hoover, Justice of the Peace	Russ Cumming, Lister
Joyce Cumming, Acting Selectboard Clerk	Kristin Brooks, Brattleboro Development Credit Corp.
Alex Beck, Brattleboro Dev. Credit Corp.	Adam Grinold, Brattleboro Development Credit Corp.

Call to order & Additions to Agenda/Announcements/Reminders

Maureen called the meeting to order at 6:30 p.m. and announced that tonight's agenda sequence will be altered to postpone discussion on various road/road crew topics (old business) until after the executive session. Other announcements and reminders included:

- Meeting of the Windham Conservation Commission with Jon Binhammer from the Vermont Chapter of the Nature Conservancy on Tuesday, Nov. 13, 2018 at 6:30 pm. at the Windham Town Office to discuss the pending purchase of the McGraw property by the Nature Conservancy;
- An informational meeting on October 29 at 7 p.m. at the Windham Elementary School on the forced merger-school vote; and
- Discussion with Dawn Bower and Dave Crittenden re: the Meeting House at the next meeting of the Selectboard.

Approval of final minutes

- Maureen moved to approve the October 1, 2018 Regular Selectboard Meeting minutes as amended by Claudia. All in favor.
- Maureen moved to approve the September 18, 2018 Road Crew Meeting minutes 2<sup>nd</sup> draft. All in favor.
- Maureen moved to approve the October 12, 2018 Special Selectboard Meeting minutes as presented. All in favor.

Maureen called for public comments. There was none.

New Business:

Brattleboro Development Credit Corp.

Maureen introduced Kristin Brooks and Alex Beck of the Brattleboro Development Credit Corporation (BDCC), who were joined by Adam Grinold, BDCC Executive Director, in a presentation of information and services offered through BDCC and Southeastern Vermont Economic Development Strategies

(SeVEDS). The BDCC is one of 12 Regional Development Corporations in the state and focuses on providing a range of economic development strategies. SeVEDS is the grassroots organization formed to reverse long-term regional economic decline. SeVEDS leads with strategy and insight; BDCC builds projects and programs. Some examples of services offered include:

- Small & start-up business labs and lending through the Micro-Entrepreneur Loan Program;
- Conferences for young professionals in Southern Vt. and workshops on topics such as first time homebuyers class;
- Southern Vermont Career Expo on October 18 in Brattleboro—6<sup>th</sup> annual event for job seekers, employers and students to learn about opportunities;
- Knowledge Bites Webinar on October 9 on multiyear funding for qualifying locations from VT Electric Vehicle Supply Equipment Program; and
- BDCC Internship Program offering paid internships in Southern Vermont.

Discussion followed on the importance of access to broadband connectivity after Hurricane Irene to assure growth of rural economies, the need to understand what a rural economy is and what makes a rural economy tick. One critical issue in rural areas is the problem with keeping enough young people in the community. Kristin spoke about her role and involvement at several area schools including Leland and Gray and how schools implement work-based learning. One strategy currently being utilized is student surveys regarding growing career clusters in Southeastern VT in order for students to explore possible areas of interest. Bob Kehoe asked about the decline in the number of young people seeking to enter trades such as plumbing, electrical, carpentry, etc. and the increase in the focus on computers. Adam responded by explaining that since the implementation of proficiency-based learning a few years ago, there are flexible pathways to allow students to demonstrate proficiency in a specific subject, and that curricula is designed in partnership with pre-apprentice programs at schools to allow students the exposure to various career options including electrical, plumbing, etc. In response to a comment from Kord about the shortage of road-crew applicants statewide, Kristin responded that the student who demonstrates interest in auto shop may be a viable candidate for that position once in the workforce. Brief discussion followed on other areas where Brattleboro Development works with towns, such as grant writing, grant implementation, and Community Development Block Grants (CDBGs). Maureen thanked the representatives and expressed a willingness to continue to engage in dialogue.

## 2019 Budget Discussion

### Planning Commission

Vance presented the proposed Planning Commission budget for 2019. He suggested maintaining consulting services at the 2018 funding level of \$1,000, increasing the amount for education and seminars to \$600, decreasing legal services to \$4,000, maintaining prior year funding for payroll, Fica, and Medicare at \$4,306, and reducing printing/copying to \$300, and ads to \$150 for a total proposed budget of \$10,356 (reduction of \$1,000 from 2018 funding level).

### Appropriations-Library/Dues/Fees/Taxes

Peter presented the 2019 proposed budget for Appropriations-Library/Dues/Fees/Taxes. The \$12 annual appropriation to the Abbott Fund is split equally between the two churches in town. Peter asked John to address the library expenses (annual stipend and fiber optic). John explained that the annual stipend of \$500 represents the operating expense for the library. As for the fiber optic, budgeted at

\$2,000 for 2018, John explained an option to reduce this amount by switching providers at the end of the year from First Light to V-Tel (which currently provides phone service) resulting in possible savings of up to \$1,400, reducing the cost of fiber optic to approximately \$600 per year. Discussion followed on additional taxes and fees which may apply. A suggestion was made to check with Dave Crittenden who currently receives the statements. In the interim, it was determined to use \$700 as a proposed amount for 2019. Peter suggested maintaining County taxes at current funding level of \$7,000. Meeting House maintenance was budgeted at \$9,000 for 2018 but Dave C. suggested changing this by reducing to \$6,000. Insurance should remain at current funding level of approx. \$4,000. Likewise, the Transfer Station – Recycle Center should remain at \$17,000, and Vermont League of Cities and Towns at \$1,550, and Windham Regional Commission at \$1,000. The proposed budget for 2019 is \$37,762, a reduction of \$4,166 over current year funding. The internet expense will need to be re-visited in December before the final budget is proposed.

#### Correspondence/Payroll/Bills

- Maureen provided Kord with a notice re: a possible engine recall (Cummins); Kord will look into which vehicle may be affected.
- Memo from BDCC & SeVEDS with invitation to attend annual meeting on November 1 in Brattleboro (copy attached).
- Notice from Senior Solutions of its Annual Meeting on October 31, 2018 at which nominees for Successful Aging Awards will be honored. Keynote Speaker will be Vermont Atty. General T.J. Donovan. The meeting will be held in Springfield- RSVP requested (copy attached).
- West River Valley Senior Housing is seeking a piano (notice given to Kathy J.)
- Peter commented on additional \$50 charge for OSHA-compliant ladder which was ordered from W.W. Building Supply. Additional amount represents labor and truck charge.
- Peter confirmed that payroll amounts were correct.
- Notice from Blue Cross/Blue Shield regarding plans for 2019 but no new rates were provided. Per Peter, if the Town intends to keep the current (Platinum) plan, no action is needed.

Since the meeting was proceeding ahead of schedule, Maureen suggested taking up Old Business:  
Various road/road crew topics.

- Kord recommended a maintenance contract for heating systems at Town Office and Town Garage. Cota & Cota has quoted \$425, labor and materials, per unit. Maureen made motion that Selectboard purchase labor & materials maintenance contract for heating units at Town Office and Town Garage at \$425 each from Cota & Cota. All in favor.
- Kord reported on a meeting with affected landowners on Toad Road regarding placement of signs and proposed re-structuring of intersection. After reviewing V-Trans drawings and discussing need to allow long trucks and trailers to make the turn, a 24' radius was scribed out as a feasible solution. Also, two reflectors will be substituted for a road sign. All parties were in agreement.
- Richard got quotes for culvert replacement. There is \$5,000 in budget for needed replacements. Number of culverts in need of replacement increased from 4 to 5. Richard asked both Chaves and Palmer to provide hourly rates; Palmer was low bidder at \$125 per hour. We are short one length of culvert. Richard got quote at fixed rate for municipality from W.W. Building Supply. Discussion followed on black plastic vs. gray and the lead time needed for order. Richard recommended the black plastic culvert based on depth intended for use at a cost of approx.

\$306.50. Motion by Maureen to authorize Richard to purchase 24" diameter x 20.5' length of black plastic culvert from W.W. Building Supply at cost of \$310. All in favor.

Executive Session to interview a road crew candidate

At 7:40 p.m., Maureen moved to enter Executive Session, inviting Richard, for the purpose of interviewing a candidate for the road crew position. All in favor.

At 8:35 p.m., Kord moved to exit Executive Session. All in favor.

No decisions were made.

Adjournment

At 8:35 p.m., Bob moved to adjourn the meeting. All in favor.

Respectfully submitted,

Joyce Cumming  
Acting Selectboard Clerk

Attachments:

Proposed 2019 Budgets-Planning Commission & Appropriations-Library  
Windham Conservation Commission Meeting-November 13, 2018  
Senior Solutions Annual Meeting notice-October 31, 2018  
BDCC, SeVEDS memo re: Annual Meeting