**Windham, VT Select Board Meeting**

Regular Meeting

January 21, 2019

Windham Town Office

**Present:**

Kord Scott Selectman

Maureen Bell Selectwoman

Bob Kehoe Selectman

Peter Chamberlain Treasurer

Claudia Voight Select Board Clerk

Mike McLaine Town Clerk

Kathy Scott Assistant Treasurer

Richard Pare Town of Windham/Roads

Kathy Jungermann Auditor

Keith Jungermann

Bill Dunkel Energy Commission Chair

Meeting called to order by Maureen at 6:30 p.m.

Additions to Agenda/Announcements/Reminders:

* Maureen asked to go into Executive session at end of meeting
* Old road crew got contacted by state police to get their contact off books and put Richards contact on instead.
* Bill Dunkel - Town Plan needs to have another hearing due to the Energy Plan Section update and Zoning regulations update. Bill will schedule the public hearings.
* Mary Scott asked if answering machine at town garage could be changed and updated.

Approve final minutes:

* Nov. 5th – Maureen moved to approved as corrected – all in favor
* Jan 7th – Maureen moved approve as corrected – all in favor.

Missing Files:

* Discussion moved forward with Select Board Clerk re: missing Meeting Minutes in files in vault since September
* Clerk explained that she did not have accessibility to the Vault/Town Office given her schedule during these months and moving forward will make certain they are updated regularily

Public Comment:

* Bill Dunkel– reminders Energy Committee working for months to comply with: Town Plan and Energy Plan –
  + A few changes in Energy Plan however there needs to be a hearing.
  + Bill is hoping to pick one day at the end of February to have one hearing on both Plans
  + Bill is hoping to get this started to get the 30 day window notification started and possibly schedule before Town Meeting Day.
  + Tuesday 2/26 possible date for public hearing on Zoning and Energy hearing plan.
  + Bill asked if there were any conflicts. If he can’t get it scheduled prior to Town Meeting then it would need to be after Town Meeting.

New Business:

* Appoint Kathy Jungermann as co-Emergency Management Director (paperwork is in the correspondence file)
  + Maureen made motion to appoint Kathy as EMD – all in favor – yes –
    - Copy of Notification of Appointment attached
    - Appointment ends March 2019
* Roads Budget
  + Kord reviewed the Roads Budget line item by line item
    - Running through each item which they had bids on and reasoning behind the final amount which is budgeted
    - Heavy discussion revolving around culverts. Which should be replaced and what guard rails need to be replaced.
  + Richard discussed Salt and the cut back on budget
    - Giving reason why he is in approval of the cut back
  + Discussion around use of sand and being more conscientious about use
  + Up on payroll however Kathy Scott mentioned that it is money well spent and the results will support the increase.
    - Bob Kehoe supported this with complimentary comments
  + Plow Truck discussion revolved around its age and that it may need to be replaced along with Equipment
    - Maureen asked if they could put the years on each piece of equipment – back loader…etc.
    - Peter asked if Board purchasing policy is going to be changed due to the budget numbers – discussion revolved around policy
      * Maureen responded that the Select Board would comply to whatever the policy is and will do research to ensure they are in compliance re: if bids need to be obtained if budget amount is over a certain amount etc.
  + The approximate rental amount gives the Town some flexibility if the Town needs to rent
* Final Review of the 2019 Budget:
  + Compose the WARNING for Town Meeting including new articles for The Collaborative, which is a new Social Services item and The Fire Company’s request for tax-exempt status of their new property
* Mike/Clerk –– Fire and Rescue for WARNING – Tax Exempt for 3 year period – Kord motion to approve article – all in favor yes
* Kord motion to approve collaborative addition to the WARNING - all in favor – yes
* Maureen to wrap up Budget and approve final amount as listed – all in favor – move to accept – Kord yes – no other discussion – all in favor of - yes
* 550 Truck – discussion went on to revolve around concerns regarding repairs of the 550 and where money should come out of budget for repairs/maintenance – suggest come out of the $30,000 – Kord recommendation – last year money was put aside for misc. expenditures - $60,000 (in last year’s budget as equipment replacement funds) can be used to put down on new truck – and next year can ask for another $60,000 to pay off cost of new truck.
  + Maureen moved to make new Article for voters to allocate $60,000 for new truck – all in favor - yes
* Compose the Results of Town Meeting 2018 for inclusion in the 2019 Town Report
* Reviewed the WARNING and went line item by line item
* Discussion moved to Bob asking to include an Article to become a 5 member board – to give more of a balance and also take heavy work load off of the 3 member Board - - more diversity to the Board – Bob mentioned he would be inclined to stay on the Board if it went to 5 members.

Old business

* PACIF update for garage repairs/maintenance
  + - Bob will update with numbers and full discussion will take place at next meeting
    - Bob read the PACIF Loss Control Report - attached
* The Meeting House
  + Phone service has been reconnected.
  + Would like to form a committee to evaluate the building and the possibility of the Town taking full ownership. Discuss lengths of terms. Interested parties should contact Select Board
  + Tom and Louise expressed interest – opinions were in support of forming a committee – will be letting the Town know and asking for any individuals who may be interested. Perhaps do a News and Notes story.

Correspondence/Payroll/Bills:

Select Board ran through correspondence

* Maureen moved to vote to dissolve the logging bonding fund – all in favor – no
* Getting an animal control officer on agenda
  + Bob will follow up with individual he knows to see if he is interested

Kord moved to go into Executive Session at 9:00 p.m. to discuss some legal issues

* Richard Pare was invited to join – all in favor
* At 9:30 p.m. Bob moved to exit the Executive Session – all in favor
  + No decisions were made
* At 9:30 p.m. Maureen oved to adjourn the meeting – All in favor

At 9:00 Kord moved that we go into Executive session to discuss some legal issues, inviting Richard Pare to join us.  All in favor.  At 9:30 Bob moved that we exit Executive session.  All in favor. No decisions were made.  
  
At 9:30 Maureen moved that we adjourn the meeting.  All in favor.

Next regular meeting: February 4, 2019

Attachments:

Notification of Appointment

2019 Proposed Budget

PACIF Loss Control Report

Selectboard letter to Wren Watts & Kermit Blackwood

Town Meeting WARNING