*Minutes are not final until approved at next meeting*

**Windham, VT Select Board Meeting Minutes**

Regular Meeting

February 4, 2019

Windham Town Office

**Present:**

 Kord Scott Selectman

 Maureen Bell Selectwoman

 Bob Kehoe Selectman

 Peter Chamberlain Treasurer

 Claudia Voight Select Board Clerk

 Kathy Jungermann Auditor

 Dawn Bower Planning Commission

 Sally Hoover

 John Hoover

 Bob Bingham

 Richard Pare

 Alison Trowbridge Conservation Commission

 Bill Dunkel Planning Commission

Joyce Cumming

Russ Cumming Lister

Meeting called to order at 6:28 by Maureen

 **Additions to Agenda/Announcements/Reminders:**

* No additions to agenda

**Approve final minutes**:

* 1/21 Minutes – approved with edits as presented
* 1/26 Emergency Minutes – motion made by Kord to approve with change – all in favor

**Public Comment:**

* Alison Trowbridge presented a letter from The Windham Conservation Commission which outlines the proposed purchased of 3500 acres on Glebe Mountain by The Nature Conservancy of Vermont addressed to Windham Residents asking for their consideration to donate to this purchase.
* Kord made motion to allow $100 for Conservation Commission re: postage – all in favor
* Bill Dunkel –Public Commission has Hearing of Zoning Regulations and Energy Plan on 2/26 at the Town Office 6:00 PM

 **New Business:**

* WARNING
	+ Maureen discussed a few errors on the WARNING for the Town Meeting
		- Revised copy of WARNING attached
	+ The school wrote their own WARNING so Select Board took the school information out of Select Board WARNING
		- Copy of school WARNING attached
* Mine Safety Seminar:
	+ Maureen presented information regarding Chaves Excavating holding a Mine Safety Seminar at the Holiday Inn in Rutland. Richard confirmed the Road Crew members will go.
		- 20 seats available - $75 fee per person
		- Individuals who do not have this training will not be allowed to load their own truck in their pits

 **Old Business:**

* Town Garage:
	+ Bob reviewed progress of PACIF update thus far and will forward a copy to Wade Masure at PACIF
		- Attachment dated 7/20/18 outlines the meeting with Josh and Dan and reviews the PACIF updates – those completed and those in progress as well as copies of PACIF Loss Control Reports
* FEMA declaration update:
	+ Kord gave a brief update on the status of the FEMA declaration related to the November storm and while Windham County was not initially included, they are working on having that amended.
* The Meeting House Committee Mission
	+ Maureen gave update – a few more individuals expressed interest in being part of the Committee – Maureen explained what the Committee was about to attendees
		- The Town may already own the building
		- Discussion revolved around if the Town does own the building or just the land the building is on – this is being clarified.
		- Kord and Bob supported that a legal Title Search is necessary to clarify what the Town owns
		- Discussion moved on to what the mission of the Commission would be in relationship to the Church and the future of the building.
		- Bob Bingham expressed concerns re: process, he feels the first step is to determine who owns the building and then move forward from there regarding the future use of the building and that an Attorney should be consulted – Maureen has already been in touch with Town Attorney; will turn it over to Kord who will continue to research ownership.
		- Does the Town need to purchase the Church or does the Church need to deed the building over to the Town?
		- Dawn asked if the residents need to vote on if the Town is to take over the building
			* Kord responded that the Town residents would need to vote if money is involved
		- Peter questioned if the Committee has been formally approved and established – Maureen responded that it will be voted upon at the next meeting. In addition to interest from Dawn Bower, Tom & Louise Johnson, John Hoover and Kathy Scott (auxiliary) she will reach out to Pete Newton and Keith Jungermann to see if they are interested in serving on the committee.
* Personnel Policy update:
	+ Kord has been talking about this for a while
		- Kord has been in touch with the VLTC – the Policy needs to be updated
		- Kord will take this on and do a Draft by 3/4/19
		- Selectboard needs to establish the 40-hour work week annually, at the organizational meeting. Will do this at the 2/18 meeting.

**Correspondence/Payroll/Bills:**

Motion to adjourn at 7:40 p.m. – all in favor

Next regular meeting: February 18, 2019

Attachments:

 7/20/18 outline of PACIF progress

 1/25/19 letter to VT Department of Taxes and 1/30/19 response re: petition for redetermination of values

 Revised WARNING

 School WARNING

 Conservation Commission 2/4/19 letter to Town Residents re: purchase of Glebe Mountain land

 Conservation Commission Summary of Proposed Community Values Mapping Project

 Zoning Permit #644

 Mine Safety Seminar notification