**Windham Select Board**

**Regular Meeting**

**June 6, 2016**

**Present: Frank Seawright Chair**

**Kord Scott Selectman**

**Maureen Bell Selectman**

**Bob Bingham Planning Commission**

**Peter Chamberlain Windham Town Treasurer Alan Partridge Resident**

**Alison Trowbridge Select Board Clerk**

**Kathy Scott Assistant Treasurer**

**Josh Dryden Road Foreman**

**John Lingley Resident**

Called to order at 6:35 pm.

1. **Additions/Deletions to the Agenda:** None

2**. Minutes of 5-16-16:** Maureen made a motion to approve the minutes as presented with the following corrections: Maureen thought Gail said the Windham/Londonderry sign was missing, not the Scott Pet Road sign. Frank corrected Shalom Stevens’ name. It was incorrectly listed as Smith. The Board voted all in favor. Alison will make the corrections and file the minutes.

3. **Public Comment:** Alan brought up the problems of the numbered Town Meeting ballots as brought up at the last meeting. Everyone in attendance agreed that there was no malicious intent on the pat of the Town Clerk and the Assistant Town Clerk at Town Meeting. Frank echoed Alan’s concerns that a situation like this not happen again and expressed the Board’s intention to work with the Town Clerk to make sure future elections are as impeccably managed as possible. Jo-Jo spoke to the Secretary of State’s Election Division staff who informed her that the ballots are not public information. It has been over 60 days since Town Meeting and the ballots will be destroyed in the very near future.

4. **Planning Commission Update:** The Board discussed attending the Planning and Zoning Workshop on June 15 at Lake Morey Resort. Bob said the Planning Commission’s work on the zoning ordinance may be influenced by the Governor’s veto today of Act 230, the energy facility siting bill.

5. **Community Unrest:** Frank read a threatening letter left on a resident’s windshield who had an anti-windmill sign on his property.

6. **Community Group on Wind Power:** Bob brought up the importance of people who are in communication with Iberdrola and Meadowsend to be open with the public about this. Frank read from the statute about ex-parte communications by Town Officials. Kord said he has had communication with MTL and Iberdrola from the perspective of having no position and seeking information.

7. **Road Report:** Kord distributed minutes/agenda from the monthly staff meeting with the road crew.

**White Road Culvert and Paving:** The White Road culvert is completed and the milling process will start on June 14 and end on June22nd. Pike is doing the milling. There was concern about the roadwork getting done before the Frendly Gathering festival starts on the 23rd.

**Culvert Inventory:** Josh has noticed inconsistencies with the current culvert inventory and is working with Windham Regional Commission to get it to be more accurate.

**Roof on Town Garage:** The cost of sealing the roof is $10,000 and a new one is $13,000. The Town will go with a new roof. Josh and Kord discussed the idea of adding a shed roof onto the sand shed for storing the grader.

**Personnel Policy:**

**Town Truck Policy:** Josh would like to extend the permission to take home the Town truck home in the non-winter season as well. Josh said for early morning checks it is much more convenient to have the Town truck at home and be prepared for weather events.

**Personal Days:** Presently in the policy, personal days do not rollover from year-to-year. The Road Crew would like to be able to roll over at least a limited number of them. If the personnel Policy were to change and personal days could be rolled over from year to year, the Board would like to put a limit on this. Josh said that yearly in Londonderry employees received 7 days and 3 could rollover. Kord will research this and report back at the next meeting. He will also look into any possible tax implications of the rollover of personal days.

**Better Backroads Capital Planning Grant:** The Town has applied for a Better Backroads Grant for long term planning for roads. The Town is still waiting to hear if it has received the grant.

8. **Brown Bag Lunch at WRC:** Frank attended a brown bag lunch at WRC on May 26. The Agency of Natural Resources (ANR) has an online natural resources atlas. It is generally believed that the atlas is underused and there will be future trainings on this. Frank also said that for zoning applications for complicated properties, a civil engineer can be hired at the landowner’s cost to complete the application.

9. **Treasurers’ Report:** There is $404,827 in the Town’s checking account at People’s Bank. In the designated fund (roads and bridges) there is $331,216.

10. **Hazardous Building:** Under the ordinance, the Building Safety Inspector must look at any building that is considered possibly dangerous. The procedure as described in the ordinance is the Board sends a letter to the property owner stating the date of the inspection. The Board will most likely hire a professional home inspector to function as the Building Safety Inspector. Frank made a motion to adopt the Dangerous Building and Grounds Policy as approved on March 1st. It turns out this step wasn’t necessary because the ordinance states that it will go into effect after the 60-day posting period. The Board voted all in favor. Jo-Jo will send information on to building inspection contractors to see if the Town can hire one on an as-needed basis to serve as Building Safety Inspector.

11. **Dog Ordinance Re-Do:** Maureen has done research and recommends that a code of conduct outside of the ordinance address the nuisance elements of the proposed ordinance. The ordinance is most enforceable when it deals with vicious dogs. Peter will ask the PACIF if the Town can get insurance to cover any possible liability the Town may incur.

12. **Logging Bond:** Jock Harvey, logging for McGraw, has stated he will not post any bond. The Board would like to look into its logging bond program more to see if it should be maintained in the new zoning bylaw.

13. **Workman’s Compensation for Contractors**: The Board discussed the issue of contractors who do work for the Town who do not have workman’s compensation and any possible liability that the Town might take on. Kathy will send out a memo to Kord and they will figure it out.

14. **Correspondence:**

**Sheriff’s Contract:** The Board discussed the Sheriff’s contract that recently arrived in the mail. Robert Lakin of the Windham County Sheriff suggested in an earlier conversation that the Town weigh the costs of the Sheriff’s presence against the fines collected. Kord will talk to Robert Lakin to see how many hours he thinks the sheriff’s office can commit to the Town.

**Correspondence from Cathy Clay:** The Board reviewed a letter from Cathy Clay disputing the violation of the court order the Town sent her. She claims that her dog is being provoked by the victim who is stopping her car in the road and taking photos of the dog. She requests the Town drop the violation given to her because of photos showing Ellie Mae (the dog) in the yard without a muzzle. The Board reviewed the court order that clearly states the dog must wear a muzzle whenever she is outside the home. In the photo, the dog is outside without a muzzle. Alison will draft a response letter for the Board for their review.

15. **Executive Session:** The Board went into Executive Session at 8:50 pm to discuss payroll issues. The Board came out at 8:55 pm.

16. Motion to Adjourn: Frank made a motion to adjourn at 9:00 pm.

Adjourned at 9:00 pm.

Date Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_ Select Board Clerk: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For File:

Waste Water Permit for Barbara Jean Quinn and Joseph C. Moore

Minutes from 6/2 Road Crew meeting

Letter from Cathy Clay

Ex-parte Communication Memo

Draft Dangerous Building Ordinance with public comments