**Windham Select Board**

Regular Meeting

November 20, 2017

**Present:** Frank Seawright Chair

Kord Scott Selectman

Maureen Bell Selectwoman

Peter Chamberlain Treasurer

Claudia Voight Select Board Clerk

Mike McLaine Town Clerk

John Hoover

Sally Hoover

Tom Johnson

Louise Johnson

Bill Dunkel

Call to order at 6:30 by Frank

**Changes to Agenda**:

* Maureen to finalize vicious dog decision

**Approve 11/6/17 Minutes**

* Maureen moved to approve – all in favor

**Public Comments:**

* No public comments

**Announcements:**

* Maureen is going to Census Bureau training in Manchester on December 1st
* Kord - the Better Back Roads Program will take place in December in Marlboro
* Maureen received Vermont Labor Relations Training information, questioned if we need to look into this, Frank was not certain and Kord offered to look into it, Maureen can attend if Rep. from Town needs to attend.

**New Business:**

* Adopt Vicious Dog rules for procedure
  + Frank – we just had hearing
  + Maureen – we used ULTC blanket procedure which proved to be handy – it was adopted for the Town and personalized a little for Windham – copy provided for file.
  + Maureen and Kord finalized the Decision and a copy was given to Frank – Town Attorney added a few other items to decision from evidence presented; findings of fact and conclusions.
  + Frank commented that the Dog Owner would not contest the decision however the Complainant might.
  + Certified copies of the Decision were sent to both the Dog Owner and Complainant by Claudia.

**Budget Development:**

* Town Clerk Michael joined meeting to discuss
* Frank suggested to add John Hoover under budget
* December 18th will be a review of Budget line items that may have been missed during Select Board Meeting
* Roads budget will be discussed after Christmas
  + Discussion revolved around fines being down this year and rise in Budget to pay Sheriff for upcoming year.
  + Question regarding a reduction in fines due to change in personnel; Frank suggested we do not lower the Sheriff’s hours.

**Public Safety & Town Clerk Budgets:**

Fire Dept.

* Discussion revolved around whether Fire Dept. Budget should go back into General Budget or keep it as voted article
* Mike commented that they want $30,000, increase, this will help cover new equipment, operational expenses and upkeep.
* Peter commented that the advantage of keeping it a separate article is that people can see where/how much money goes where however its easier with accounting if in General Budget.
* Select Board did not have issue with putting back into the General Budget

Town Clerk:

* Mike reviewed Budget; requesting increases as shown
* Training money was not used this past year however with upcoming needed training this money will be utilized
* No changes in Clerk budget

**Additional Comments:**

* Zoning Regulations:
  + Bill Dunkel stated that they are complete and a Public hearing needs to be set for the hearing; he spoke with VLTC for guidance.
  + Maureen questioned if there was a time limit – Bill stated there isn’t
  + Bob Bingham requested that Bob Fisher run the meeting
  + Bill attended the Regional meeting, Windham has a written plan, Regional has to decide if any tweaking in necessary then it will be forwarded to Public Service Dept. for approval. Must be in compliance with act 174, once reviewed/approved it can then be submitted to Regional. Deadline for review is in spring.
* Energy Fair
  + Was discussed and all who attended felt it went over well

**Correspondence:**

* Zoning application from Dutton Farm
  + Frank is not certain if a driveway is needed and zoning should take a look at it, all agreed as it may need an access permit.
  + Permit given to Kord for submission
* Windham Regional Commission
  + Town owes them $950

**Sign orders** – done

**Motion to Adjourn at 7:25 by Frank**