**Windham Select Board**

Regular Meeting

November 6, 2017

**Present:** Frank Seawright Chair

Kord Scott Selectman

Maureen Bell Selectwoman

Peter Chamberlain Treasurer

Claudia Voight Select Board Clerk

 Jerry Dyke

 John Hoover

 Sally Hoover

Robert Glatz

 Dawn Bower

 Russ Cumming

 Philip Fitzpatrick

 Robert Bingham

 Bill Dunkel

 Louise Johnson

 Tom Johnson

Meeting called to order at 6:30 by Frank

**Changes to Agenda**

* One access permit for approval -
	+ Also price on cutting trees down between town office and school
	+ Bill has not been sent yet, Kord mentions that Mike Longo said it would be approximately $250 to take down – need the Select Board approval
	+ Frank made motion to approve to cut down what is needed to be cut down, Maureen seconded

**Approve previous minutes**

* Approval of minutes tabled

**Public comment**

* Claudia – Commented concerns about the abundance of sand on her Corn Hill side yard due to too much sand on road by town crew.
* Bill Dunkel reminded everyone about the upcoming Energy Fair on November 9th at the school

**Announcements**

* Map updating – Conversation revolved around the issue of the Town Map
	+ The State has expressed that they are willing to pay for the first year – the reason behind the state offer is questionable –
		- Department of transportation is making money available to do the mapping
		- State wants to digitize it for convenience however it would not replace our current maps
	+ Frank has done some research and stated that we need to be cautious and trend lightly as it may end up costing the Town additional money
	+ Next step would be to post it on the website and hire someone to monitor – estimated cost for monitoring would be approximately $1,000 - $2,000
	+ Frank will post link on Town Website
* Speaker event at Meeting House on Wednesday night at 7 pm – discussion revolving around individuals seeking Asylum in the United States
* Energy Fair at school on November 9th , information on Climate Change and Solar Panels
* Frank announced his term as Flood Plain Manager is coming to an end – there is a meeting coming up if anyone would like to know more about the position

Kord – to Bill check recording

**Grants, training, meetings, events, other**

* Deadline for the Windham County Renewable Energy Program has been extended from Nov 6 to Nov 20 @ 4:00 pm
* The WRC has received funding to assist three towns with the development of town plan energy element.
	+ **Please submit the letter of interest by November 17th to Marion Major at  mmajor@windhamregional.org.** Letters must be signed off on by the planning commission and Select Board as well as the town energy committee if active.

**New business**

* **Request to delete late charge for taxes**
* Paul Fitzpatrick – state charged $15 late charge and the town of Windham $846.63 late charge, state said it’s up to you to change that, he stated that he was away due to his mother passing away.
	+ He asked for an extension and the answer was delayed
	+ Frank stated that the Town can determine to waive or not waive the penalty although there is no set policy, would need to be done on case by case basis
	+ Comment made in regards to the way the policy is written on the website, too confusing, needs to be changed.
	+ Frank asked if the Select Board wants to look into this individually and if the Treasurer have an opinion – No.
	+ Maureen does not have problem with making a decision in this case – Frank motioned to waive penalty
		- All approved
* **Vicious Dog complaint**
* Frank asked if anyone was present at meeting to address issue
* Robert Glatz – Complainant; to Frank – we need to set a date to hear it, it is required to do so within 7 days of complaint date to set a hearing date
	+ Email sent to Town addressing concerns on October 2017 via Town’s email, copy attached.
	+ Complainant has had communication with landlord regarding restrictions for the dog
	+ Date of November 15th at 6:30 pm has been set for hearing
	+ The Complainant and owner of the dog are to attend
	+ Need to determine if the dog is considered vicious
	+ Frank stated that an investigation has been done, he spoke with the owner of the dog
* **Access Permit controversy**
	+ Resident/Merinoffs was told they need an access permit and they disagree as access has been there for a long time
	+ Issue stems around house construction
	+ Kord agrees that there is no reason to deny access
	+ Frank signed permit for access
* **Budget Development – Shared expenses**
* Church/Town shared expenses
	+ The agreement was shared with church in regards to expenses
	+ In past expenses were divided 50/50
	+ It is felt that the Town uses the church more than the church and has paid more for use of the church
	+ Select Board will need to determine what are actual Town sponsored activities and what are not, if not they do not belong in the Towns budget, there is some confusion as to what is Town sponsored and what is not and this needs to be defined
	+ Church is asking for Town to cover 64% of expenses; Gerry did a cost analysis of the building use approximately 4 or 5 years ago which is where the 64% came from
	+ Comment stating that there needs to be more discussion outside of this meeting – a question put on the table if Town should take over responsibility for the meeting house
	+ Frank and Kord are going to talk to necessary parties so this can be defined
	+ Also fire department asks for $ and we need to take a closer look at this too
	+ Maureen questioned Insurance amount – two different amounts shown, one for $4,000 the other for $3,500 – Maureen will check with Dave to clarify
	+ Budget distributed – attached
* **Planning Commission and Energy committee Budgets**
* Distributed and attached
* Increased Legal services as this past year went over budgeted amount, may need counsel this year due to zoning issues
* Town plan does not need to be done until 2020
* Energy committee – really no budget – had $5,000 voted in at town meeting but have not really needed
* Question presented by Kord in regards to whether the Energy Committee should be paid, they put in many hours and have not requested however it is something that should be addressed - agreed
* No other questions

**Old business**

* Petition presented to hold special election for Town Clerk
	+ Town received petition to fill remainder of Term when JoJo resigned
	+ Mike was appointed – petition to hold vote for position to 2019
	+ Not clear when petition was sent
	+ # of people signatures checked and enough to validate vote
	+ Body has 60 days to set date for election – has to be set for 30 – 40 days from then – basically looking at Thanksgiving or Dec 25th
	+ Frank questioned when people go away for holiday/winter
	+ Claudia questioned absentee ballot, no, absentee ballot cannot be done
	+ Official warning needs to be done by 12/11 – meeting can be 1/10 to 1/20
	+ Frank stated that if the date is not set until the next Select Board meeting, then the meeting to vote for Clerk would not take place until January
	+ Question revolving concern about residents who leave and go South for the winter not being able to vote, this would not ensure a good turnout/representation and this needs to be taken into consideration when setting date
	+ Maureen offered to type up warning
	+ On 11/10/17 a warning was posted on the Town website announcing the date for the Special Town Meeting to vote on Tuesday, December 12th at 6 pm at the Meeting House.

**Correspondence**

* Frank distributed correspondence to Select Board members for review – copies attached

Sign orders

8:30 Adjourn