

GUILFORD SELECTBOARD - MEETING
Monday, 12 August 2019, 6:30 pm, 236 School Road, Guilford, VT

MINUTES

SELECTBOARD MEMBERS PRESENT: Sheila Morse, Verandah Porche, Richard Wizansky, Gordon Little, Michael Becker

OFFICIALS/ STAFF PRESENT: Peder Rude (Town Administrator), Dan Zumbuski (Road Commissioner/Foreman)

- I. Call to Order
- II. Recognition of Public: Ian Kiehle (BCTV), Richard Davis (resident), Allen Bellville (resident), Isaac Wagner (Wagner Development Partners), Paul Belogour (property owner), Jeff Goodrich (consultant), Dave Carpenter (attorney), Mimi Morton (resident)
- III. Rules of Procedure
- IV. Additions
- V. Changes to Agenda Order
- VI. Approval of Minutes (5 minutes)
 - a. Regular Meeting - 22 July 2019
 - i. **ACTION** Richard moved to approve the minutes as written. Verandah seconded. All were in favor. None were opposed. No one abstained. Motion carried.
- VII. Highway
 - a. General Update
 - i. The Road Crew is still setting culverts, with at least seven more to go in this round. They have also been hauling sand. Tomorrow, Dan will meet with Bazin Bros. for the upcoming paving project. Dan has hired a new road crew member; Kris Bishop who will start next week. Last but not least, there will be more grading before school starts.
- VIII. New Business
 - a. Allen Bellville (10 minutes)
 - i. Allen is looking to retire in the end of March; however, he may change his mind in the future. There was some discussion between Selectboard members and Allen. The Selectboard shared their deep appreciation with Allen's service to the Town.
 - b. Stony Hill Road South Improvement Request (30 minutes)
 - i. Dave Carpenter of Facey, Goss & McPhee presented the proposal on Stony Hill Road South. The property owners are seeking approval to upgrade the Class 3 and 4 sections to current standards. The Selectboard asked for an introduction to the project. Paul Belogour explained his vision for the property and what currently exists. There was a brief initial discussion between Selectboard members and Paul. Jeff then described their proposal for road improvements and the features that currently exist. Following this, there was an extended question and answer

GUILFORD SELECTBOARD - MEETING

Monday, 12 August 2019, 6:30 pm, 236 School Road, Guilford, VT

period from the Selectboard with Dan from the Town's perspective and with the legal team proposing the changes. The proposed changes are fully within the Town's right-of-way. It would be preferable to work with the abutting land owner and get an easement to make the grade flow onto the abutting property; but, they have not approached them yet. There was an extended discussion with the Selectboard.

- ii. The Selectboard is seeking feedback on the proposed upgrades to the road.
- iii. Peder to maintain contact with Dave.
- iv. The board will make a decision at the 8/26/19 meeting

- c. Act 48 - Richard Davis, Health Officer (10 minutes)
 - i. Richard wanted to inform the Selectboard about Act 48. One of the duties of the Health Officer is rental inspections. He noted that it is relatively simple for Guilford and the Town has very minimal responsibilities. Richard described the circumstances and details of rental inspections. At this time the primary requirement of Act 48 is filing the completed inspection forms with the State by the end of the fiscal year for this year, which has been completed. Moving forward, they have to be submitted within seven days of completion of an inspection. There was a brief discussion between Richard and the Selectboard.
- d. Library Grant Micro-purchase (10 minutes)
 - i. Isaac shared that the Town received the CDBG Planning Grant for the Guilford Free Library. He explained that there are federal procurement guidelines for all federally derived grants (such as CDBG). This relates primarily to hard costs (ex: construction) and the work proposed for the Library are primarily soft costs (consultation). Isaac shared a few additional details on the topic. While he has never previously recommended a non-competitive bid, he feels this project has some unique qualities to utilize the \$10,000 non-competitive cap for micro-purchases. There were a few questions from Selectboard members.
 - ii. **ACTION** Gordon moved to make an exception to the Town purchasing policy and follow the federal procurement process for a micro-purchases. Michael seconded. Sheila, Gordon, Verandah, and Michael were in favor. Richard recused himself. No one was opposed. Motion passed.
- e. Appoint New WSWMD Representative (5 minutes)
 - i. **ACTION** Sheila moved to appoint Michael as the Town's WSWMD representative and reconfirm Cheryl as the alternate. Richard seconded. All were in favor. No one was opposed. Motion passed.

IX. Old Business

- a. Historical Society Foundation Work Bids (10 minutes)
 - i. Mimi and Peder jointly presented the three bids that were received for the work to the Selectboard. Overall, the bids that were received were very similar. However, Mimi and Peder were both of the opinion that the LaRock bid included additional

GUILFORD SELECTBOARD - MEETING

Monday, 12 August 2019, 6:30 pm, 236 School Road, Guilford, VT

work not covered in the other bids that was necessary for the project. There was a brief discussion between Selectboard members.

- ii. **ACTION** Gordon moved to go with LaRock and Son bid not to exceed \$12,800. Richard seconded. All were in favor. None were opposed. No one abstained. Motion carried.

X. Discussion/Updates

a. Road Safety Audit Report - Action Plan (20 minutes)

- i. Sheila presented the information from the final Road Safety Audit Reports from VTrans. She has also shared them with the Planning Commission and a few individuals from the public meeting in Algiers Village. Peder noted that Mario offered to include some of the sign recommendations for Guilford Center Village in the sign replacement project the state will be doing in Guilford Center. The one caveat to this is that it will not be completed until next summer. The Selectboard reviewed each individual recommended action made by VTrans for both Algiers Village and Guilford Center Village. They informally agreed to accept each recommendation and move forward on implementing them. Peder to report back progress to the Selectboard.
- ii. **ACTION** Verandah moved to amend the Traffic Ordinance with the following changes:
 - 1. Change the speed limit from the old Town Garage on Guilford Center Road to Cemetery Hill Road and reduce it to 25 MPH;
 - 2. Reduce the speed limit from Cemetery Hill Road to Sweet Pond Road to 35 MPH;
 - 3. Reduce the speed of School Road to 25 MPH.Richard seconded. All were in favor. None were opposed. No one abstained. Motion carried.

XI. Finance

a. Warrants (5 minutes)

Payroll – WE 07/28/19	\$6198.55
Payroll – WE 08/04/19	\$8032.41
Payroll – WE 08/11/19	\$5883.98
Expense Warrant #2003	\$42,082.66
TOTAL	\$62,197.60

ACTION Gordon moved to pay finance warrants as read. Richard seconded. All were in favor. None were opposed. None abstained. Motion carried.

XII. Communications

a. Windham County Sheriff introduction


GUILFORD SELECTBOARD - MEETING
Monday, 12 August 2019, 6:30 pm, 236 School Road, Guilford, VT

- b. Green Mountain Power Tree Trimming
- c. Delay of Carpenter Hill Culvert project

XIII. Adjournment

ACTION Richard moved to adjourn at 8:39 pm. Gordon seconded. All were in favor. None were opposed. None abstained. Motion carried.

Next Selectboard Meeting: 08.26.19 at 6:30 pm



Sheila Morse



Michael Beckey



Gordon Little



Richard Wizansky



Verandah Porche