



**Town of Whitingham
Office of the Selectboard**

MINUTES OF APRIL 10, 2019

These Minutes shall be accepted into the public record (with any corrections noted) at a future meeting of the Whitingham Selectboard.

The Whitingham Selectboard held a regular meeting on Wednesday, April 10, 2019 at 6:30pm in the Selectboard Office of the Municipal Center, 2948 VT Route 100, Jacksonville, VT.

Selectboard members present: Robin Kingsley, Chair; Wayne Corse, and Wayne Wood.

Others present: Gig Zboray, Selectboard Office Administrator; Almira Aekus, Town Clerk; Stanley Janovsky, Road Commissioner; Howard Dix, Lister. Residents: Craig Hammer, Phil Edelstein, Laurie Brown, and Marshall Dix. Mike Eldred, Deerfield Valley News

Call to Order. Additions or Changes to Agenda

Robin Kingsley called the meeting to order at 6:30pm. The agenda was reformatted from the posted copy to the meeting version.

Hearing of visitors (for concerns not on the agenda) none

Sewer Department, if any

Review and sign quarterly sludge report A motion was made by Wayne Wood for Robin Kingsley to sign the quarterly sludge report showing no activity, seconded by Wayne Corse, all in favor.

Discuss media repair: A section of media in the Jacksonville RBC is deteriorating in a fashion similar to the situation we had last year. The sewer plant employees already had that section strapped together when Robin Kingsley, Wayne Wood, Jennifer Herzig, Gig Zboray, Greg Brown, Craig Hammer and Engineer Mike Smith came to the plant on Tuesday, April 9th to see the problem. Restrapping the media in a different way was discussed. Mike Smith took measurements and gathered information to come up with a plan for a short-term fix of approximately one year or so until the RBC unit is replaced in the 2020 construction season. There was discussion of removing the worst pieces of media and shimming up the rest of it. Mike Smith is researching our best options, if any media is removed, he will have to inform the state about it. Robin Kingsley and Dave DiCantio are fearful that the state might shut the plant down again like they did last year. Greg Brown had indicated that this current situation isn't as bad as it was last year.

Mike Smith was provided with sewer test results showing that even without a full bank of media last year our test results were well within permitted range. That information will be included in his report to the state if such a report becomes necessary.

Mike Smith had recommended sloughing off some of the sludge from the media, Dave and Jenny will work on that next week. Robin Kingsley had mentioned that Wayne Graham of VT Rural Waters might have some ideas.

Education Funding Litigation, if any none

Transfer Station

Review and approve Transfer Station recertification: In order to host Household Hazardous Waste Collection in the “Canaan method” we must update our Transfer Station Certification to cover those items. The year 2019 will be a transition year, we will host a HHW event run by Wayne Wood on May 2 then Clean Harbors will be here on May 4 for an event and remove everything from the premises. The same situation will happen on October 3 and 5. For 2020 we will collect HHW at three events run by Wayne Wood and a certified transporter will be contracted to run one event in the fall and remove all the waste from the facility before winter. Wayne Corse questioned if something changes can the documents be amended? Yes, responded Gig. **A motion was made by Wayne Wood to approve the updated Facility Management Plan and recertification application and to allow Robin Kingsley to sign the application and the accompanying letter, seconded by Wayne Corse, all in favor with Robin Kingsley casting his vote.**

Review and sign contract with PaintCare program: Gig reviewed the contract and provided a memo to the Selectboard. By joining the PaintCare program we will offer our residents the ability to drop off their unused paint at the Transfer Station during regular business hours from May to October. We will have to provide storage space for one box (pallet) each for latex and oil-based paints. When the collection boxes are full, they will be removed from the site. All paint will be removed before harsh weather sets in. Wayne Wood noted that by collecting paint with this program it lessens what will need to be dealt with during HHW collection events. **A motion was made by Wayne Corse to allow Robin Kingsley to sign the PaintCare contract, seconded by Wayne Wood, all in favor with Robin Kingsley casting his vote.**

Review supplies needed for HHW collection Selectboard members reviewed the shopping list and approved the purchase including the smaller less expensive eye-wash station. Gig noted that shipping was not included in the cost. Wayne Corse noted that the town is mandated to do HHW so we need to purchase these items. Wayne Wood noted that in 2020 we might want to build a storage building or purchase another Conex container for HHW. **A motion was made by Robin Kingsley to purchase the supplies needed for HHW, for a total of \$717.60 (not including shipping), seconded by Wayne Wood, all in favor with Robin Kingsley casting his vote.**

Discuss SWIP requirement to tour sewer plant: Requirement S2 of our Solid Waste Implementation Plan (SWIP) is “The Selectboard or their representative(s) will meet once during the SWIP term to tour the treatment plant and discuss opportunities and available alternatives to put their biosolids towards a beneficial reuse. The costs for available alternatives will be sought and discussed.”

Gig noted that she, Robin Kingsley, Wayne Wood and Selectboard Candidate Craig Hammer toured the Jacksonville Plant on Tuesday, April 9th, 2019. Wayne Corse toured it on April 10, 2019.

Currently our sewer sludge is shipped to Brattleboro, they add it into their sludge stream, de-water it and it is then trucked again either to another facility to burn or to a landfill. Apparently, Wilmington takes a few other steps and offers it to their residents as compost. Dave DiCantio told Gig that engineering was done in the past to “field apply” it but he is not sure if the state allows that anymore. Wayne Corse said that was years ago, but Halifax passed an ordinance to ban Whitingham from doing that. Dave mentioned to Gig that it would be a huge-savings if we could de-water the sludge; it might be an option we want to discuss with the engineers for our upcoming construction project. Gig will send the engineers an email to ask if de-watering could be added into our project list and if they have any suggestions for what we can do with our sludge. Phil Edelstein mentioned that de-watering equipment is expensive; for the amount of sludge that is removed from the plants he can’t imagine it would save the sewer users any money.

Review and sign Animal Control Contract(s):

The annual contract with Dan Hollister to serve as Animal Control Officer was reviewed by the Selectboard. **A motion was made by Robin Kingsley to sign the Animal Control Officer’s contract from March 31, 2019 to March 31, 2020, seconded by Wayne Wood, all in favor with Robin Kingsley casting his vote.**

There was discussion about the number of dogs licensed so far, licenses were due April 1st. Almira mailed out letters to the delinquent dog owners on April 6th and allowed until April 30th to register. In June Almira provides a warrant for the Selectboard to sign. Dan Hollister had contacted Robin Kingsley about his concern for the wording on the Dog Warrant that calls for the ACO to destroy unlicensed dogs. Last year 328 dogs were licensed. As of Monday, only 198 (of which 29 were new dogs) were licensed, leaving approximately 150 unlicensed at this time.

We have not yet received a contract from the Humane Society.

Highway Department, if any

Review and sign access permit: Nate Felton submitted an access permit application for a driveway at 148 Houghton Road which was reviewed and approved by Stanley Janovsky, Jr. **A motion was made by Wayne Corse to approve and sign the access permit for Nate Felton at 148 Houghton Road as written, seconded by Wayne Wood, all in favor with Robin Kingsley casting his vote.**

Other highway: Stanley provided updates: they are working on mud, some roads are pretty rough, Stan thanked Howard Dix for doing a good job raking his road. The highway department worked on the backhoe installing pins in the main boom, pins in the front axle, did some bucket work, and replaced floor panels with steel.

Regarding paving: Stan spoke with Rob Mitchell of Mitchell Sand & Gravel, they offered to give us the same price for asphalt and gravel as they won in the bidding process last year. Stan questioned if the Selectboard wanted to accept those prices or if they preferred it to go out to bid; he doesn’t think it has to go out to bid. Stanley explained: according to asphalt prices ADA, asphalt is \$94 higher than in recent years. The asphalt oil market is starting out at \$525 a ton compared to \$431 the previous year in 2018. Discussion ensued about pricing of liquid asphalt over the years and the results of the bids from last year. Wayne Corse noted if it goes out to

bid it most likely would come back higher, but he worries about transparency, this could be the biggest purchase of the year. Robin Kingsley asked if the new bids came back at \$5 what would that mean. Wayne Corse answered that it would increase the cost by \$25,000. Tabled until next meeting.

Wayne Corse asked to see the reclaiming bid before it goes out. He is curious if the price is similar to gravel, Stanley said the cost is similar but reclaim is a better material than gravel for the purpose he uses it for.

Regarding improvements to garage: No electrical estimates were received yet to install 3 phase power in the highway garage.

Approval of Payables Warrant – April 11, 2019

A motion was made by Robin Kingsley to approve Payables Warrant W1942 dated April 11, 2019, seconded by Wayne Wood, all in favor with Robin Kingsley casting his vote.

Approval of Payroll Warrant – April 11, 2019

A motion was made by Wayne Wood to approve Payroll Warrant W1941 dated April 11, 2019, seconded by Wayne Corse, all in favor with Robin Kingsley casting his vote.

Approval of Minutes of March 27, 2019

A motion was made by Robin Kingsley to approve the Minutes of March 27, 2019 as written, seconded by Wayne Wood, all in favor with Robin Kingsley casting his vote.

Review and sign Census 2020 information

A map was sent to the town showing the town boundaries. The Census Bureau needs the map signed to indicate there have been no boundary changes since the last Census. **A motion was made by Wayne Wood for Robin Kingsley to sign the Census 2020 map indicating no change to the town boundary, seconded by Wayne Corse, all in favor with Robin Kingsley casting his vote.**

Listers – review and sign assessor services contract

Howard Dix came to the table; as far as he can see we have to contract with NEMRC for at least a year to get us through a transition period now that the Listers have been voted out. At the last meeting we discussed contracting to June 2020 or for a lesser time, NEMRC is not interested in a contract for a shorter time period. Even if we contracted with another contractor before the NEMRC contract expired there will have to be overlap. Almira noted that the state has put the whole grand list program out to bid, the current program is by NEMRC. She noted that something new might be coming down the pike from the state.

Robin Kingsley noted that there is nothing in the contract that says we can't hire another firm as well, NEMRC will charge an hourly rate for work performed. Howard Dix stated that no matter what we will have to be doubling up with assessor firms next year. Wayne Corse would like Gig to remind the Selectboard in August or September to work on this for the 20-21 fiscal year.

Wayne Corse made a motion to sign the contract with NEMRC as written, seconded by Wayne Wood, all in favor with Robin Kingsley casting his vote.

Almira noted that there is money in the current fiscal year budget so she would like NEMRC to bill us for work performed in and before June to use that money. There was discussion about the need for a special payables warrant on June 26, 2019 to get the final payables in the fiscal year paid.

Review and sign Certificate-No Appeal or Suit Pending Howard Dix submitted the form for the Selectboard to sign. **A motion was made by Wayne Wood for the Selectboard to sign the Certificate-No Appeal or Suit Pending, seconded by Robin Kingsley, all in favor with Robin Kingsley casting his vote.**

Other: Almira asked the Selectboard to officially approve posting the Lister cards on the Town website. Gig questioned if it would be a link or if she would be responsible for this. Almira said NEMRC would probably give Gig the cards. Wayne Wood questioned if there was an additional cost, Almira wasn't sure. Phil Edelstein noted that the website itself might get overloaded if we had to add individual lister cards. **A motion was made and then amended by Wayne Corse to research what the cost and methodology of putting the Lister cards and the tax maps on the town website would be, seconded by Robin Kingsley, all in favor with Robin Kingsley casting his vote.**

Other business / Office Administrator – as needed

New junk complaint A resident called to report “three dozen or more” garbage bags on a property at 1621 Wilmington Cross Road. Household garbage could be considered a public health hazard if the risks (vermin, insects) affect more than the single household (neighbors). Gig has written a letter as Health Officer asking the property owner to clean it up by April 30th.

Old junk complaint the certified letter to Lindsay Rae Dix was returned as “undeliverable”.

VLCT Insurance Marylee Putnam received a call from Rich Meher of VLCT, he will be in the area on Tuesday, April 16th and wants to do quick inspections of the Library, both Fire Houses and the Highway Garage. Marylee has notified Stanley Janovsky and will arrange for access to the Library.

Speed sign: Wilmington Police Chief Matt Morano approached Robin Kingsley today offering a lighted speed sign, for free. They are replacing these old ones with new recordable signs that indicate when speeding incidents are happening. The signs bracket right onto a post. Batteries for the signs last about two weeks. The board agreed it was a great offer and they will accept it.

Meet the Candidates: Almira said she would make coffee for Meet the Candidates night, she questioned if the board wanted cookies. Most people in the crowd said cookies were not necessary.

Executive Session **A motion was made by Robin Kingsley to enter executive session to discuss employment of a public officer or employee under the provisions of Title 1, Section 313 of the Vermont Statutes to include Gig Zboray and Howard Dix, seconded by Wayne Wood, all in favor with Robin Kingsley casting his vote.**

With no decisions made Executive Session was exited at 8:35pm.

Wayne Corse made a motion to appoint Howard Dix as Lister Clerk at an hourly rate of \$20 per hour retroactive to April 4, 2019 and mileage to be reimbursed at the Federal rate, seconded by Wayne Wood, all in favor with Robin Kingsley casting his vote.

Adjourn

A motion to adjourn was made by Robin Kingsley, seconded by Wayne Wood, all in favor.

Robin Kingsley adjourned the meeting at 8:42pm.

Respectfully submitted,
~Gig Zboray