



**Town of Whitingham
Office of the Selectboard**

MINUTES OF OCTOBER 20, 2021

These Minutes are considered a DRAFT until accepted into the public record (with any corrections noted) at a future meeting of the Whitingham Selectboard.

The Whitingham Selectboard held a regular meeting at 6:30pm in the Selectboard Office of the Whitingham Municipal Center on Wednesday, October 20, 2021.

Selectboard members present: Scott Reed, Chair; Craig Hammer, Vice Chair; Chris Walling, and James Weber. Greg Brown attended by telephone.

Others present: Gig Zboray, Selectboard Office Administrator; and Almira Aekus, Clerk/Treasurer; Tyler Lederer of Deerfield Valley News.

Call to Order. Additions or Changes to Agenda

Scott Reed called the meeting to order at 6:30pm. There were a few changes to the agenda since it was posted.

Hearing of visitors (for concerns not on the agenda)

None

Hearing of Public Concerns – adoption of updated Zoning Regulations and repeal of Whitingham Wireless Telecommunications Facilities Bylaw

Open hearing Scott Reed opened the hearing by reading the official warning.

Hear concerns and questions none

Motion to adopt Zoning Regulations effective November 10, 2021 The update was worked on by the Planning Commission and the Zoning Administrator with the help and guidance of the Windham Regional Commission. Many definitions were updated or added; a few were deleted. Responsibilities were clarified. District uses were updated. WRC totally updated the Flood Hazard Area Regulations (section 7) to agree with newer state regulations. The entire document was reorganized for clarity. NO changes were made to the district map. Based on the Zoning Administrator and Planning Commission recommendations, **a motion was made by James Weber to adopt the 2021 update of the Whitingham Zoning Regulations effective November 10, 2021, seconded by Chris Walling, all in favor.**

Motion to add “zoning permit extension fee” of \$10 (or any other amount) plus recording fee The Zoning Regulation just adopted allows for a one-time one-year extension of a zoning permit. The Planning Commission Chair recommends a fee for this extension of \$10, a new form was created for this purpose that is a single page, making the current recording fee \$15. **A motion was made by Scott Reed to add “Zoning Permit Extension Fee” of \$10 to the Zoning Permit Fees Schedule, seconded by James Weber, all in favor.**

Motion to repeal the Wireless Telecommunications Facilities Bylaw effective November 10, 2021 The Planning Commission and Zoning Administrator recommend the repeal of this bylaw that was adopted in 2004. Gig noted that the two cell towers in town went through the state approval process and she is thankful for that because this bylaw was written so poorly that it is impossible to follow. If this bylaw is repealed any potential new towers to be built in town would be required to go through the state approval process. **A motion was made by Greg Brown to repeal the Town of Whitingham Wireless Telecommunications Facilities Bylaw effective November 10, 2021, seconded by James Weber, all in favor.**

Cell tower – discuss SBA offer to buy out their lease Tabled until Mrs. Aekus is available.

Highway

Pick up truck The new pickup truck has been delivered and is in service. Discussion ensued around the best options for the old truck. Mr. Janovsky had mentioned the transmission problem might be an easy fix (possibly a ground wire). It was recommended to hold onto the truck in that case to pull equipment and to have a spare if Mr. Janovsky's truck breaks down. The board agreed to hold off on selling the old truck until we know how much the fix is.

Municipal Center railing Someone recently crashed into the metal railing over the culvert entrance to the Municipal Center. Greg Brown suggested the installation 3 jersey barriers on the downstream side of the culvert: one in front of the railing, one where the railing curves and one in front of the sink hole. When the culvert is installed, a new stronger railing will likely be part of the project and the sink hole will be addressed.

Emergency Management – appoint 2 members to the Regional Emergency Management Committee

The State of Vermont has mandated that Regional Planning Commissions create Regional Emergency Management Committees. Whitingham is required to appoint two members to this new committee, one is automatically the Emergency Management Director. For now, the Fire Chief recommended that he be the other appointee. **A motion was made by Craig Hammer to appoint Gig Zboray, EMD and Stanley Janovsky, Jr., Fire Chief to the Windham Regional Emergency Management Committee until the Selectboard annual reorganizational meeting in March of 2022, seconded by James Weber, all in favor.**

Discuss vandalism at Boyd Cemetery

A truck recently drove through and damaged a stone wall and an apple tree at the Boyd Cemetery which is accessed via town trail that goes across a privately owned bridge. Greg Brown suggested closing the trail to full size vehicles, or to motorized vehicles altogether. Craig Hammer suggested closing all town trails to motorized vehicles. No decisions were made tonight, Gig will look up the process.

Approval of Payables Warrant – October 21, 2021

A motion was made by James Weber to approve Payables Warrant #W2218 dated October 21, 2021, as edited, seconded by Craig Hammer, all in favor.

Approval of Payroll Warrant – October 21, 2021

A motion was made by Chris Walling to approve Payroll Warrant #W2217 dated October 21, 2021, seconded by James Weber, all in favor.

Approve Minutes of October 6, 2021

A motion was made by Greg Brown to accept the Minutes of October 6, 2021, as written, seconded by Scott M. Reed, all in favor.

Other Business

Municipal Center Hallway a senior recently tripped and fell in the vicinity of where the ramp meets the hallway outside the bathroom. Since the library addition was built in the 1980s there has always been a small lip at the connection. There is reflective tape to mark the spot. Peter Bernard, Municipal Employee, estimated that the cost of materials to try to level that area would be about \$750. If we do that work, we should recarpet the entire hallway. There is plenty of money in Municipal Maintenance to try to level that off. The board approved of the work.

Medical Insurance The bookkeeper provided information about medical insurance premiums for 2022. The good news is that the premium has decreased by a little more than 7 percent. The deductible has increased \$100 for a single plan and \$200 for the other plans. The board agrees to stay the course on the medical insurance.

Employee work assignments **A motion was made by James Weber to enter executive session to discuss employee work assignments under the provisions of Title 1, Section 312(g) of the Vermont Statutes to include Gig Zboray, seconded by Chris Walling, all in favor.**

With no decisions made executive session was exited at 6:58pm.

Garbage: Gig will write a letter to a resident as Health Officer requesting the garbage be removed properly.

Ms. Aekus arrived. She discussed the upcoming tax sale, asked if the Selectboard wanted to bid on any properties, they replied, “no”. She discussed the upcoming board of abatement hearing and presented the monthly financial statement.

SBA Tower continued from above: Almira Aekus discussed the opportunity to get a large lumpsum lease payment now rather than monthly payments for an undetermined amount of years. Our auditors did some different investment scenarios, the goal is 4% annual income. Ms. Aekus questioned how aggressive the board would like the funds to be. The board would like more information. Gig will call SBA to confirm they are still interested in buying out their lease.

Adjourn

A motion was made by Greg Brown to adjourn, seconded by Chris Walling, all in favor.

Scott Reed adjourned the meeting at 7:25 pm.

Respectfully submitted,

~Gig Zboray