

Selectboard Minutes

June 12, 2023

Selectboard Present: Andy Coyne (vice-chair), Greg Meulemans, Derek Ahl, Jessica Pollack (chair) and Kate Ullman

Public Present: Paul Fraser, Karen Ameden, Susan Ahl, David Plants and Mercedes Ross

Andy called the meeting to order at 7:02 p.m.

1. Call for any late additions to the agenda

No late additions to the agenda.

2. Approve the minutes from the May 22nd Selectboard meeting and June 8th Special Meeting

Derek made a motion to approve the minutes from May 22nd, seconded by Greg. All in favor.

Greg made a motion to approve the minutes from the June 8th Special Meeting, seconded by Derek. All in favor.

3. Update on filling the treasurer/delinquent tax collector position

The subcommittee of the board recommended four candidates for consideration by the board. The board had a special meeting and has agreed to interview all four candidates. The board is considering the content of the interviews and is scheduling interviews.

4. Pikes Falls Road culvert projects

The culvert replacement project on Pikes Falls is tentatively scheduled for the week of July 10th. The contractor is still waiting on concrete. The rough approximate time will be a month.

There will be notices going up at the end of the roads. It will be put on the town website as well.

5. Open paving bids

Since putting out the Request for Bids, they have learned that this will not meet the road standards. The state standards say that if you get it down to gravel, then it needs to be rebuilt up to standards with 5 inches of pavement on top. They are going to work to redraft the road standards and put out a new RFP.

They are moving forward with replacing 8 culverts which will start on the 19th.

Greg opened the bids. Greg made a motion that we respectfully decline the bids and

put out another RFP based on the new scope, seconded by Derek. All in favor.

6. Update on Community Wastewater Feasibility Study

Greg worked with Bryan Zieroff to make up a draft of where we are now with the wastewater feasibility study. It has information on why we are pursuing the project. Greg would like to post this on the website along with the initial letter that the Planning Commission put out in 2020.

7. Discuss and select contractor for digging test pits for Wastewater Study

They asked 4 contractors for bids but only received one bid from Ameden Construction for \$700. Greg made a motion to accept the bid from Ameden Construction for the feasibility study, seconded by Jessica. 4 in favor, 1 opposed. Motion passed.

8. Town Hall painting bids discussion

One of the bids changed from an hourly rate to a per window price. Discussion on estimates and how they are just estimates and have hourly rates and per window prices. Andy will work with Mike to figure out what to ask the contractors specifically so they can get more exact quotes.

9. Update on HVAC proposals

Mike has been working with Windham Regional Commission and Efficiency Vermont (EV) on converting the heat in town buildings to be more efficient. Meghan from EV recommended that the town upgrade old lighting to LED lighting especially in the bank building. The library recommendations include insulating the basement walls and ceiling and weatherizing the window and door area. Mike is still working with EV to schedule a follow up.

10. Approve contract with Sheriff's Department

The Sheriff's Department contract is up for renewal at the end of this month. The sheriff is willing to come and speak to the town if people wanted him to. Greg made a motion to accept the contract as written for the fiscal year 2024, seconded by Jessica. All in favor.

11. Use of small shed on Water Street Town Property

Jessica went to look at the shed on Water Street, she strongly felt that there needed to be a layer of plywood screwed down on the floor to make it safer. The floor is very soft. Kate agreed that the floor should be reinforced. Jessica made a motion that provided the committee puts a layer of plywood, then they can use it for the committee, seconded by Kate. 3 in favor, 2 abstained. Motion passed.

12. Review and approve time sheets for town office, listers, highway and transfer station
Greg made a motion to approve the times sheets, seconded by Kate. All in favor.

13. Review and approve pay orders
Greg made a motion to review and approve the pay orders, seconded by Andy. All in favor.

14. Public concerns

Paul asked if he could request an executive session, the board recommended he reach out to Jessica.

Karen is asking if they can close off the section of road by the church for Old Home Day. She also said they will need to contact the sheriff's department. Andy will reach out to them.

South Windham Cemetery is full but has another .8 acres that can be used and will need to be opened in the next couple of years. One of the neighbors is putting in a driveway. They are getting quotes for tree work and will come to the town when they have them. Karen has a petition that requests that the town take over the Robbins cemetery. It is an abandoned cemetery. They must first publish a notice for 3 weeks. After 3 months, if no one has come forward, the board must proceed as if it is a public burial ground.

The flags were put out to the cemeteries. She also said Austin Meeks did a great job mowing.

Andy said a private citizen purchased a new flagpole for the common and wanted to say Thank You.

Greg made a motion to adjourn at 8:08 p.m.

Submitted by Sara Wiswall