

**Town of Londonderry Selectboard Meeting**  
**Monday, November 2, 2015 7 p.m.**  
**Approved Monday November 2<sup>nd</sup>, 2015**

1. **Call meeting to order - 7 p.m. by Chairman Ameden**  
**Board Members in Attendance: Paul Gordon, Cathy Aragi, Wayne Blanchard, Steve Prouty, James Ameden.**  
**Staff: Kevin Beattie, Stephanie Thompson, Tina Labeau, Kelly Pajala and Duane Hart.**

2. **Additions or deletions to the agenda**  
Move Lease with Champion to after Announcements/correspondence.

3. **Selectboard pay orders**

4. Passed around for review.

4. **Announcements/correspondence**

Dick Dale reported on Mighty Londonderry – building an emergency preparedness data base for use by EM coordinator (Kevin).

ID those in town to be included, by voluntary basis. Forms passed around to sign up self, family, and friends. Will be in Londonderry news and is already on website to print and complete. For those that signup, an additional questionnaire is being prepared and will be asked to complete. Ex. Have generator, would you be able to put up individuals in need of shelter after an emergency, such as after Irene. Better response if more information in a database which will benefit in the event of an emergency situation. All are welcome to participate, both permanent and non-permanent residents.

**Champion Truck Lease** – Cathy motioned to sign updated contract. Paul seconded. Motion passed with all in favor. Two copies signed, so both parties have an original signed copy. Signed by Board and James Twitchell and George Lang.

Update on truck – waiting on update, but should know for sure later this week. Either will arrive the week before or week after Thanksgiving.

5. **Visitors and concerned citizens**

No one to address the Board.

6. **Town officials business**

Policing Committee report – Only a couple of changes from report previously received – typos only. Peter Pagnucio. Only member not in attendance with Neil McIntyre and Marge Fish are doing a training for EMR for Rescue Squad. Send their regrets. Report released to Board to review on Friday 10/30. Work from August to last week, met over 9 times, interview four policing agencies, and did police issue research, based on their

charge by the Select Board. Recommendation/Report will be on the Londonderry Monthly and on their website. Peter summarized the conclusions/recommendations. Tried to balance many, important interests from the group and citizens, in response to concern of citizens for crime activities in the community and the desire for a prompt emergency police response time. Seeking some control and guidance from Town as to what happens here, while looking at being cost effective, and using those wisely.

Peter summarized recommendations:

25/hrs week with VSP in Londonderry, with portion of the time focused on Community Oriented policing activities. Also, they recommend that the select board establish a committee, to monitor and manage to involve and integrate the community and agencies with the efforts the Town is involved in, in particular after the presentation from Rutland's Project VISION – partnership with police, community and social service agencies, creating smarter, more compassionate and effective with the policing and allow for more community involvement. Also, looking at other options, as this is something, that will evolve. Right now this is the best fit, but like all things, it must be evaluated and kept on top of. Encouraged all to read the report regarding the work, what their thinking was. Unanimous recommendations. SB to take action ASAP, prior to or no later than Town Meeting 2016.

Steve commended the group for the efforts on short notice. Very smooth and professional response and proud of the work put in. James agreed with the sentiment. James – thought regarding timeline, around \$86000 for the cost for the recommendation. Not currently budgeted, and would need to be on the warning as a budget item.

Cathy asked about the 25 hours and how adequate it would be. Is this bookwork, or all patrol? Plan is to patrol. They do not charge for travel or court time. Time here will be patrolling efforts. The number of hours was determined based on an effort to balance the needs in the community with the cost. A place to start and evaluate the needs. Collect the data – with VSP will do, as well as what they have already collected from the patrolling that they do now as they are able, to help with decisions down the road for the committee/community. Looked at many different variations. Important that much of that time is out in the community, patrolling, attending meetings about safety and what makes a safe community, and working with students on educational pieces. Random hours recommended by VSP to keep everyone 'on their toes.'

Peter said that the problems are existing now, and we could start tomorrow and that wouldn't be wrong, but what the SB uses, is up to the Board. Would it go in the budget, be a separate item, is the Town requested to advise if it is to be done?

James Boules felt that it should be presented to the Town to decide as this is something new, and it is a big monetary expenditure. Special meeting still involves time to get organized. Right now, going into the budget season in December, and have it allotted, so if approved at Town Meeting. Funding wouldn't be ready until July. Mr. Boules said that there might be a way to add money to the budget/additional tax.

Steve agreed with the desire for the citizens to provide their input. He does not have much faith in special meetings – lower turn out, passionate people, but not all voters. Paul is ready to move, but wants to include how to best implement this over the next few meetings as to what and how this can be done. Special meeting or Town Meeting, and what those both look like.

Jean Sanataro asked if there were any reserve funds for the Town? Tina and Kelly reported that there is not for this type of expense.

Chad Stoddard stated that there is a need to start looking at our community, board members, FDs and Rescue and some are dealers, users and what affect that has within the departments. Who should/shouldn't be involved due their usage. Asked for resignation of Cathy due to her commission to some issues in the town. Cathy – daughter is an addict and does not affect her ability to serve.

Bob Cowels – marketing program to mail all residents or non-residents the information on the situation and within 60 days we could have a vote by Town to vote if it is a yes or no regarding policing. They need information to make that decision. Mail because not all have email, internet, etc. Vote based on having more information.

James said to make the report available, but not propagate on behalf of the Town. Report is very throughout. Bob asked it to be send to all property owners.

Berthe – will there be a presence – Police where you could walk up, meet. Committee said that at this point that might be coming, but at this current model just policing work. The committee could assist with providing info/concerns to the VSP. This is an immediate recommendation to get things moving. It is something that will evolve.

John Jopling – recommendation makes sense. Could the Board say we support this, or would the board have no opinion to share. James said that the Board would have to decide how this would go forward and what the Board wants the process to look like.

Paul made a motion to adopt the report and recommendation of the ad hoc policing committee as submitted on 11/2/15 and thanking the committee for a job well done and charging the SB with how to work with the recommendations. Cathy seconded. Steve asked on time line – Paul said they have by Town Meeting, but look at in upcoming meetings of special meeting vs. Town Meeting. Motion passed with all in favor.

Peter – regarding decision making and next steps, he would urge the decision be made as soon as possible. The problem is not going away, and it needs to be addressed. Been talked about for years, seems to be getting worse, and if something isn't decided, something must be done, and what that would look like. He really would urge how the decision will be made and move forward very quickly.

Paul – recommendations accepted, will not go on the back burner and will go to the voters, either at Special Meeting or Town Meeting.

Mike Arace from Committee – VSP willing to look at 90 day contracts, options to get started sooner than later.

Paul – we need to walk before we run. 25 hours a week will not make the problem disappear. Weston had discussed, but weren't going to join us at this juncture.

Duane Hart – That is the reason to keep the active committee – had a small timeframe to do a lot of work, but realize a lot more work to do moving forward. What ifs, future goals. Multi-town has been thought of, but was not the charge of the committee.

Steve Prouty – VSP might be ready, but we are not as there is no money. Asked Mike how that would be paid for? Duane responded that the soonest we could have a special meeting by December. If approved moving forward, the SB could include in budgeting processing, and by the time contract is signed and at that point it would be January and be into the 2017 budget cycle to avoid deficit spending.

Kelly asked what if the budget is voted down? Then you go back to the table completely.

Kevin – new expenditure, usually not in the budget because it is such a big question. Ask the voters, and then ask if they want to appropriate the money, separate from the budget. Example, like the fire truck. If wanted, vote to raise, in taxes but doesn't have to be a line-item. Paul added it could be borrowed on after voted.

Committee could help with fundraising, grants, etc.

Steve, still doesn't want to spend the money we don't have. Kevin added could be allowed with special meeting to appropriate the money in 2016. He wants the whole towns opinion.

Jean – if the voters agree, then the Town could issue tax anticipation notes? Kevin added that is a matter of waiting for it to approved. Tina – yes some cash to cover until taxes arrive, which is even more reason to move fast.

Peter – evening, special meeting might have larger turn out as those who do not come to Town Meeting during the day.

Ballot question would be the recommendation written as an article.

Paul suggested that a few meetings to get questions and determine as much info as possible, and figure out best day to get most participation.

Paul will post on website tonight. Kelly made copies for those in the audience that would like them.

Questions about Winhall and shared policing, but it was noted that is is expensive and couldn't be guarantee until Town Meeting either. Steve is sure that all options were thoroughly looked at. Time wise, Winhall, Selectboard and then citizens, hire new staff, and purchase vehicle.

Mike – VSP contract open to what Town wants, respond to EMS calls, etc. They are flexible with us.

Duane added that to get into why the committee made the decision they did, was the implementation time, and flexibility of VSP.

Dick Dale asked about SBs timeline. James said they would be looked at in the next couple meetings. The SB getting to the decision on the next step, sooner rather than later. Possibly by next SB meeting on November 16<sup>th</sup>. Special Meeting – 45 days to warn.

Cathy pointed we need to address quickly, as the committee did and it will not be put on the back burner.

Stephanie noted if approved tonight, then the hearing could be 12/18. Working to see how close we can do it, and get it in before the holidays.

Peter said, Committee extension and all want to continue – Cathy advised that if they keep active and provide different directive depending on what information is desired. Cathy moved to continue the continue with committee as is, and look at options collecting data and other information needed to keep the community safe. Wayne seconded. Motion passed with all in favor.

James said the Board would get back to the committee with a recommendation plan as soon as possible.

### **Planning Commission- Site design proposals for the Town Office project**

James opened the bids received for the TOPP RPF.

Cole – \$19,250

DeWolfe – \$10,700 plus expenses

Blair Enman - \$8,300

Marble Valley Engineering – \$5,450 lump sum

James advised the Marble Valley bid is much less. Asked if anyone knew anything about them? Based in Rutland. Provided a nice proposal. In past we have gotten reference checks on those in the past – Stephanie could do. Kevin added that time should be taken to review the bids to make sure they are apples to apples.

James recommended approving the bid on the condition that everything pans out. Not a cut and dry project.

Steve agreed that should be looked at but okay with voting on with condition. Paul said he would like to hold off on, but making sure best option.

Dick Dale indicated that the RFP indicated no funding at this time, but wanting to get info on preliminary costs.

## **TABLED TO NEXT MEETING.**

Paul motion, Cathy second. Passed with all in favor until Nov. 16<sup>th</sup> meeting.  
PC asked for access to proposals. The meet between now and next meeting.  
Cathy asked for scanned copies. Tina will do.

### **7. Minutes of last meeting**

October 19<sup>th</sup>, 2015 – Paul motion. Cathy second. Motion passed with all in favor.  
October 26<sup>th</sup>, 2015 – Paul – Duane Hart needs to be added a member present at meeting.  
Paul made the motion. Cathy seconded. Motion passed with all in favor.

### **8. Roads and bridges**

Duane updates – CRW woods, grader not back yet, bugged them that snow is around the corner and we need it back asap. Had trouble with the tower circuit. Valve stock for the wing and had to pull that apart and troubleshoot. Nothing back today, but they are looking into it. Service manager was copied on the email as well. Will continue to follow-up.

FYI – Backhoe is getting tender – rusty and today in doing cleaning, a large hole in the panel by door, on side where salt gets tossed. He patched it up.

Attended a class last week on managing performance and change. Did a questionnaire to all members and staff to look at and give back to Duane. Interesting and provides feedback on management style. Also looks at dealing with change. Small class of six, but had good personalize conversations about their individual highway departments. Sent the slides to the Board. Slide 38 around employee motivation – surprise where money ranks. Daniel Pink was to

### **9. Transfer Station/ Recycling Center-**

**Plowing/sanding contract** – Reviewed based on changes recommended at previous meeting. Paul asked if haul trucks still come on Tuesdays and Fridays? This has not been verified, is when it used to be

Paul moved to approved the draft plowing and sanding contract for 15/16.  
Wayne seconded the motion. Motion passed with all in favor.

**Approvals of nonprofit waivers** – Paul and Esther have not been able to get together on this. Information Is on the website. James suggested putting up notices at Post Office and transfer station. Esther gave some to point out – check if at the Post Offices.  
Sample letters for approval/denial. Paul suggested that if there is a denial, provide a reason. James agreed that made sense. Paul has not had a chance to run this by Esther. Paul will run by her until next time before waivers are approved.

**Facebook** – Esther explained in email. Tag the town and it goes to that page. If Town were to take control of the account, then things that are inappropriate, etc, would be able to delete and control. Paul feels it should be avoided because if not looked at daily and

something questionable gets posted, then looks bad for us. James said it will still go there, but can keep the disclaimer that it is not operated and controlled by the Town. Town of Londonderry Facebook page that has nothing to do with the Town. A couple of inappropriate posts. Tried to get the name off there and so far no luck. Put a disclaimer on the Londonderry website. Please be aware that any Facebook Pages that use the Town of Londonderry are not authorized by the Town. All official information is from this site, or email to list serve. Kevin asked about putting the disclaimer on the page as well. Paul said there is a small note that says that it is not an official page. It is there but small. Suggested we post and say this is not our official page. The page does link to the Transfer Station info as well, so it makes it look semi-official. Kelly said if ownership was taken, could stop others from commenting? Stephanie shared that there is a way to set it only comments, which could be deleted.

#### **10. Convene Liquor Board**

No Business.

#### **11. Old business**

**Policies and job descriptions- Purchasing Policy-** Paul made a motion to approve the revised purchasing policy dated Nov 2<sup>nd</sup>. Cathy seconded. Not discussion. Motion passed with all in favor. Policy signed. Duane asked if effective immediately, and how soon he could get a copy so he knows his guidelines. **Email clean copy to Duane.**

**Town Office security** – With Countryside, who does fire monitoring, it would be a total cost of the systems would be around \$950/month. This would add door switches and motion sensors. Duane – call when mice run around, so could it be looked at based on mass. Tina said there is money in the maintenance budget. Kevin advised they could do it pretty quickly. Cathy moved to contract with Countryside to install 5 door switches and 4-5 motion sensors, but including a mass size, no smaller than a German Shepard for about \$950. Paul seconded. Paul asked about response. Stephanie advised need a key holder to respond usually. We have a Knox box, for Fire. Maybe something similar. Kevin and James also said they could be key holders because they live close. Paul amended the motion to not exceed \$1200. Wayne seconded the amendment. Motions passed with all in favor.

**Friendship Club- Thompsonburg schoolhouse property** – ON left side near route 11. Property burned down in 2011. They are seeking that Town take over the property. Kevin said based on Sharon's report from last meeting. Take ownership of property and keep open to the public. Paul asked for Parks Boards feeling. Kelly said it can go on the agenda for their next meeting later in November. Dick Dale – historical society had rejected being the owners. But they are reconsidering. Asked that it be tabled for the historical society and then see what Parks do.

**Paul made a motion to table until reviewed by historical society and parks board.** Cathy seconded. Motion passed with all in favor.

Kevin commented that taxes start accruing Jan 1<sup>st</sup>, which will fall on the Friendship Club until someone else takes ownership. Dick said they are looking to get this moving and make decision before next SB meeting.

## **12. New Business**

**Use of the Genser building for fire department training** – Request from Troy Maynard to use for FD training. Originally asked to cut holes in roof, but per FEMA not allowed. Smoke training, air-pack drills before demoed. 2306 Rt 11 next to Williams Park. Cathy made a motion to allow Champion to do fire at the 2306 Rt 11 Genser Building. Wayne seconded. Kevin checked with FEMA, no issues to use for that purpose. Also, if a bidder gets the demo bid to be opened tonight, he would like to start the work this week, so that is a factor too. Motion passed with all in favor. It was mentioned that someone was interested in utilizing for post and beam use, so depending that should be considered to not waste during the demo, if in good shape. Kevin will contact Troy.

**Budget meeting schedule** – Outreach and see what works for others. Paul wants to attend as many as possible, on Tuesday's when Stephanie is in the office. Roads and Transfer are too that are longer. Planning Commission. Tina will have up to date October finance numbers. James said to keep under a quorum to get work done and avoid too much comment and focus more on work. Paul said they are open, but discourage. But will attempt to have at least one hearing at the conclusion of the process. Dick said that at Town Meeting last year, there was considerable discussion for items added to the agenda, such as special appropriations. Suggestion from audience, might want to vet each one of those warned items. Last year a lot of discussion on those and how they were lumped together. SVEDS and Montessori school last year. Tina said Wilma Chumarko and Marge Fish were voted to review.

**Designation of Greenup Day leaders** – Steve made motion to accept Marueen Cronin and Annie Bessettee as the Green Up Day Leaders. Paul seconded. James said if anyone else wants to help he is sure they would need help. Paul said to also thank them for their efforts. Motion passed with all in favor.

### **Award demolition contract for the Genser building -**

Hammond Grinding– \$18,800

TAM Waste Management - \$21,125 – includes value and salvaging of wood beams.

Kings Trucking and Excavating - \$34,121

Bid specs, should be apples to apples. As written, with FEMA no room for interpretation.

Cathy – Hammond, notes site restoration, is it in any of the other bids? Kevin said should be if using the standard bid sheet. No amount given though. Kevin scope of work requirements and engineering site design, with materials needed to fill the hole. Paul said that makes it sound like there could be additional cost. Built into the others.

Steve likes the plan they have to salvage materials as it is historic.

Steve moved to accept TAM's bid of \$21,125. Seconded by Cathy. Paul noted that the reason to not accept the lowest bid is not certain of the final cost with the variable of site restoration. Motion passed with all in favor. Kevin asked about FEMA and to be sure we don't have to go with the lowest bid and how good a reason we need to have for not going with the lowest bidder. Steve said there is a variable we don't know. Project has to be completed by 12/23. Acceptance of bid being contingent on what Kevin hears back from FEMA. Steve said if not okay, then will need to be looked back. Looking closer – Other, in notes, it explains, but the funds are included in the bid.

### **Other Business**

Nothing else of the agenda. James asked if the Board wanted to have a discussion around the idea of a special town meeting.

Motion to have a discussion on implantation of policing group recommendations.

Paul moved, Cathy seconded. Motion passed with all in favor.

James outlined that the recommendation was accepted. Now, how to proceed with implementation? Warn for a special meeting, with a couple public meetings before to get out information and recommendation, or wait until Town Meeting. Cathy said it seems that the impression from the public wanted a special meeting. If we can't meet until Dec 18<sup>th</sup>, or about, only a few more months. James not in favor of pushing things. Mailing costs to get info out. Already sending out info anyway for Town Meeting/Town Report. Only goes to registered voters. Wayne also said still the time doesn't make sense. Rather wait. Kelly said also gives more time for information meetings. Stephanie suggested having VSP come to present as well. A lot of cost and effort to put together a special meeting. Kelly also noted the daily work, the Town Meeting prep which has already started and there will be Presidential Primary as well, on Town Meeting Day.

Warned Appropriation for Town Meeting. With holidays, etc. Petition could always be submitted to change the SBs mind. Maybe the committee will do information meetings in conjunction with SB.

James made the motion that the Select Board will place the Policing Committees Recommendation on the Town Meetings Warning as a Special Appropriation to be voted on at Town meeting. Paul seconded.

**13. Adjourn**

**Wayne made a motion to adjourn. Steve seconded. Motion passed with all in favor.  
Meeting adjourned at 9:32 p.m.**