

Town of Londonderry – Select Board
Monday April 4th, 2016
Minutes
Approved April 18, 2016

1. Call meeting to order

Chairman Jim Ameden called the meeting to order at 7 p.m.

Board Present: Jim Ameden, Paul Gordon, Will Reed and Steve Prouty.

Staff Present: Tina Labeau, Kelly Pajala, Duane Hart & Kevin Beattie

Planning Commission Members Present: Sharon Crossman, Larry Gubb, Dick Dale and Emmett Dunbar.

Others Present: Steffanie Bourque and Kevin Smith (Marble Valley Engineering), Chris Biddle (Chester Telegraph)

Regrets: Wayne Blanchard

2. Additions or deletions to the agenda

434 Main Street under Town Officers Business

Excess Equipment under Old Business

Paul made a motion to add the requested items to the agenda. Steve seconded. Motion passed with all in favor.

3. Minutes

a. Regular Board of Selectmen's Minutes – Monday March 21st, 2016

No action was taken as amendments were necessary.

4. Select board pay orders

Passed around for review and signing.

5. Announcements/correspondence

Passed around for review.

6. Visitors and concerned citizens

a. Marble Valley Engineering – TOPP project discussion and contract for approval.

Kevin Smith and Steffanie Bourque from MVE were present to discuss the TOPP planning study. It was determined that Larry Gubb from the Planning Commission and Stephanie Thompson, Town Administrator would be the main contacts for the project. Kevin reviewed the scope of work, and advised that moving forward had been held off on as the Town was waiting to pass the appeal deadlines following Town Meeting.

The contract for the work was discussed and reviewed. They wished to review in more detail.

Will made a motion to approve and authorize Stephanie Thompson to sign the contract, after Wednesday, if there were no issues from any Board members. Steve seconded. Motion passed with all in favor.

7. Local Control Commission

a. Jake's Market Place Café – Outside Consumption Permit

Steve made a motion to approve the liquor license. Paul seconded. Motion passed with all in favor.

8. Town official's business

a. West River Farmers Market License

Sharon Crossman advised there but would have the same number of spaces for vendors and same parking. All vendors will have required permits/certificates. The board asked about using open space from where one of the FEMA building demos was, or any kind of barrier that the Board could help with. It will be discussed further at a future meeting.

Paul made a motion to approve the permit, pending receipt of payment.

Steve seconded. Motion passed with all in favor.

b. 434 Main Street

In order to do the Phase 2 assessment, there needs to be permission granted and a document signed to allow access to the property.

Paul made a motion to allow access and sign the necessary document. Will seconded. Motion passed with all in favor.

9. Roads and bridges

a. Overweight permits – Frost Wells, GW Tatro & TR Trucking

Steve made a motion to approve the overweight permits. Paul seconded. Motion passed with all in favor.

b. Sand Transfer/Storage

Sand needs to be moved from the State facility to Town property. It will be moved to the area by the current Town garage. The State has offered assistance with that.

Paul made a motion to accept the State's assistance with moving the sand, and if possible to have traffic control. Steve seconded. Motion passed with all in favor.

c. Approval of Annual Financial Plan

Steve made a motion to approve the annual Highway Financial Plan. Paul seconded. Motion passed with all in favor.

d. 2016 Work Plan Approval

Duane shared information on 5-year plans for Haven Hill Road and grant applications he will be submitting. He and Stephanie are attending a Better Back Roads workshop on Thursday in Arlington.

e. Other

The piston on the backhoe broke and requires repair, which will cost \$700.

10. Transfer Station/ Recycling Center-

11. Old business

a. Generator Grant

There was discussion but no agreement was reached. Kevin advised he has gone to both Landgrove and Peru and they were not happy with the current plan for splitting the cost. Kevin will follow-up with Stephanie.

b. Policing

VSP will be bringing in a speed cart soon on the west side of town. The Town Clerk will keep a notebook of reports received from VSP from their time in Londonderry. Duane advised he was resigning from the policing committee. A new appointment will need to be made in the near future. The Board thanked Duane for his service.

c. Petition & Land Purchase

Paul spoke with the Yrsha's and they are interested in still proceeding. They are having work done for assessment and will share with the Town. A petition was filed with the correct signatures to require a special meeting me held to revote the \$10,000 allotted at Town Meeting.

Will made a motion to schedule the Special Meeting for Monday May 23rd at 7 p.m. at the Town Hall on Middletown Road. Steve seconded. Motion passed with all in favor.

Warning for the meeting will be completed at the April 18th meeting.

d. Zoning Administrator

Paul and Stephanie are working on updating the job description. There has been one letter of interest received to date and one inquiry. The idea of an interim Zoning Administrator was discussed and Sharon Crossman was asked if she would do this, as she has served in this capacity in the past. She advised she would think about.

e. Street Light Initiative

Paul advised that the street lights will be replaced and suggested the Board do a street light tour before the 5/2 meeting.

f. Rules & Procedures

No discussion/action

g. Excess Equipment

Changes to the policy since the last meeting were reviewed. Additional changes regarding value/trade-in were suggested to be included.

12. New Business

a. PACIF Inspection

Tina advised that Wade Masure from VLCT/PACIF did an inspection of several town properties. There were some items that needed repair/attention. Many of these have been completed, or are in process. Some will need to wait until the TOPP is completed. A report was sent to Wade to update him.

13. Executive Session

Steve made a motion to go into executive session for the purpose of personnel. Will seconded. Motion passed with all in favor.

The Board moved into executive session at 10 p.m.

14. Adjourn

The Board came out of executive session at 10:18 p.m.

Paul made a motion to adjourn. Steve seconded. Motion passed with all in favor. The meeting was adjourned at 10:20 p.m.