

Town of Londonderry - Board of Selectmen

Minutes

Monday May 2nd, 2016

Approved May 16, 2016

1. Call meeting to order

Vice Chair Steve Prouty called the meeting to order at 7:03 p.m.

Board members Present: Paul Gordon, Steve Prouty, Wayne Blanchard, Will Reed

Staff Present: Stephanie Thompson, Tina Labeau, Kelly Pajala, Sharon Crossman, Duane Hart, Kevin Beattie

Others in Attendance: GNAT, Matt Mosher, Cathy Aragi, Chris Biddle (Chester Telegraph), Emmett Dunbar, and Matt Mann.

Absent: Jim Ameden with regrets

2. Additions or deletions to the agenda

Add policing under old business

Bidding process for excess equipment under old business

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

3. Minutes

a. Regular Board of Selectmen's Minutes – Monday April 18th, 2016

Paul made a motion to approve the minutes. Wayne seconded. Motion passed with all in favor.

4. Select board pay orders

Passed around for review and signing.

5. Announcements/correspondence

- Paul reminded that Saturday is green up day, and open house at the fire station.

- Kelly said green up will be going on a Pingree Park on Saturday afternoon. Tina noted that electronics are able to be recycling at Flood Brook on Saturday as well.

- Sharon reminded everyone that the Planning Commission will be holding community forum on 5/12 from 6 to 8 p.m. to get community input on what the Town's 5-10 year vision is as they work to update the Town Plan. Windham Regional Commission will be facilitating the meeting. Food will be served.

- Paul reminded that on 5/17 at 6:30 p.m. there will be an informational meeting on the Special Meeting articles. Special meeting to be held at 7 p.m. on May 23rd.

- Steve noted that some sandwich boards have appeared in town again. One appears legal and one does not appear to be. If they turn up missing, they would likely be at the State garage due to the right of way concerns. Sharon has spoken to one of the places already in regards to zoning concerns.

- Paul thanked Marc Pickering for the follow-up with the placement of the speed cart on Route 11.

6. Visitors and concerned citizens

Emmett Dunbar – A Board member of the Okemo Mountain Valley Chamber of Commerce – here to ask Board to consider joining. Londonderry is currently a member. Since closing of Londonderry

Chamber, Okemo Mountain Valley Chamber of Commerce has doubled their Londonderry members, and working to double again from 12 to 24. They are promoting and work for 400 businesses in 9 towns, including Weston, Andover and Grafton. \$125 non-profit membership rate. As a member all employees of Town will receive all benefits of the Chamber. “Just Between Us” monthly mailing list for savings at different businesses, other insurance benefits. He noted other than website, not much self-promotion of Town and economic development efforts. Since town agreed to \$4,800 to Manchester/Partnership, and surprised that they voted, citizens did not know they are already part of a regional chamber without such a financial contribution. If the town can find the money, it is important step increasing the vitality of the businesses and promotion of the region. He will be talking to Rotary about joining as well. He said tonight wasn’t intended for a vote to do it, but to spark conversation. They also have a brand new website, using new plug-in that is the same as the VT Dept. of Tourism. All member’s announcements are also shared to all chamber business members in the State. Every business on or near Route 100 should visit Scenic Byway website – free listing in all print and social media materials regarding the Byway. Stephanie asked that he provide some materials on membership and benefits for the Board to review and consider at an upcoming meeting. Paul clarified about the vote to the Partnership. He noted that in the past Okemo Mountain Chamber has not approached the vote. It was also noted that the Partnership had a detailed plan that included economic development, and area improvement.

7. Local Control Commission

- a. Outside Consumption Permit – The Garden Café

Paul made a motion to approve. Will seconded. Motion passed with all in favor.

8. Town official’s business

- a. Overweight Permits

Will made a motion to approve. Wayne seconded. Motion passed with all in favor.

9. Roads and bridges

- a. **April work updates**

Duane sent out the updates by email this weekend. There were no questions. He thinks we are on track, maybe a little ahead at this point. This week they are starting underground power at Pingree Park.

- b. **Main Street paving update**

\$21,834.55 is the total cost for grinding for 2/10 of a mile while they are here doing Winhall Hollow Road. Steve asked if the section by the fire house could be skipped as it was done not long ago. Matt Mosher said if the grade goes up more, it would be an issue, but if we are grinding it shouldn’t be an issue. It needs to be level or it will affect the ability to back the fire truck in. Steve wanted to bring up as he had heard a concern about it. Duane said 2” coming out, and 2” going in. He would be opposed to not paving the whole section, including in front of the fire department. Matt also asked for notice, so that the day of they can pull the truck out to make sure it is accessible. It was agreed upon. Schedule for paving is not in yet. Duane will follow-up. Possibly June as that is when they did the work last year. This price will still bring us in under the budget amount for paving for the year. Steve asked what the left over paving money would be

used for. Duane said some more paving is possible, or purchase of gravel. More shimming on Thompsonburg is possible depending on price, up to Cross Road. Steve asked about apron on Lowell Lake – Duane said they will do next year when they are already out in that area doing work. Also Duane would like to let it settle more as well.

Wayne made a motion to approve the \$21,834.55 bid from Fuller for grinding/paving of Main Street. Will seconded. Motion passed with all in favor.

c. Fiber Mat purchase approval

Road stabilization fabric for Haven Hill Road. Duane received competitive pricing on the material. He recommended buying 18 rolls of fabric from RK Miles for \$299.20/roll.

Paul made a motion to approve the purchase 18 rolls of road fabric from RK Miles for a total of \$5,385.60. Wayne seconded. Motion passed with all in favor.

d. Other

- Thompsonburg Road bridge grant was approved. Questionnaire was sent to Tina and she will complete the information she can tomorrow. The grant is for \$90,000. Matching funds were not budgeted this year. They are good for 2 years and we can budget for it if we do the work next summer. The match is 10% (\$9,000). The other issue is getting a contractor in when the grant comes through as much of the work is booked up. He will schedule it for next year now.
- A few minor truck repairs are needed/underway.
- Truck RFPs – Bids are due for the May 16th meeting. He has had some response/interest.

10. Transfer Station/ Recycling Center-

11. Old business

a. Zoning Administrator

Stephanie suggested setting up a committee to interview interested candidates. Kelly is interested in being involved if possible. The Planning Commission is willing to participate with the Board. Sharon said past practice was they reviewed applications and provide information on the position and bring to select board for recommendation. This does not have to be the way we do it this time, from their perspective. Paul recommended that the planning commission schedule the interviews, with Kelly, and then provide recommendation to the select board. Stephanie will get copies of applications to Sharon and will be the liaison in between.

b. Land Purchase

Paul began the processes to get a jurisdictional opinion regarding the property. The email process began last Monday. He waited until today for a reply. He followed-up with a phone call to get a response. He will also check back with the Yrsha's regarding status of Phase 1 Environmental assessment, and when to talk about the soil samples. Paul has also begun a Power Point for the informational and special meeting and would like the Board to review when completed. Bob Harrington provided some documents on the property from years past and we are welcome to use any of the information and he would like to continue with the project should we get to that point, based on his experience with the property and past work. Steve said we also have the soils and the three wells on the Town

property on the property line from Spring testing, and should be helpful to us and the Yrsha's.

c. Generator Grant

Postponed to next meeting – confusion on the which grant/amount from EOC and Flood Brook School.

d. Intersection Study (Matt Mann, WRC)

Route 100/Middletown Rd/Main Street intersection study – High Risk Rural Roads program with WRC, Town and VTrans looking at crash data and other concerns. Site assessment was completed last year, and a report was developed with assessment of intersection and recommendations based on existing conditions and crash data. Additional crash data sense reported and causes looked at. At least 3 caused by ice. Others could have been prevented with signage or changes. Based on this all, a recommendation from Main Street to intersection to remove flower boxes on railing to improve site distance, as well as a new sign package on 100 South – traffic from right does not stop. Signage is what Marc Pickering is working on at the State/VTrans level. A flasher was decided not the best option as it could cause confusion. The other recommendation was to consider an all-way stop. Route 100 would be considered a thru-way, and State looks to not stop traffic, but being a quite layout and all the almost 90-degree access points, some consideration should be given, perhaps as a phased approach. Try signage, see if improving, collect input, and if no improvement from a safety standpoint, look further about the all-way stop.

Steve noted that now we have policing which may help.

Darcy Duval and Michael Goodbody, near-by residents said they have not seen any changes as a result. She would support a 4-way stop. Other resident – sight lines blocked by flower boxes is possible that it affects some, but nothing growing up there right now and it's very hard to see through the rails of the bridge – vertical slats. Safety railing due to side walk and VTrans has said it cannot change. Also said they have not seen a police presence. Issue – North on 100 at 20 mph limit, many go much faster up the hill. It's locals, not those coming in from out of town. All he saw last year (4 of the accidents) were long-time locals. He suggested a roundabout or a 4-way stop.

Will asked if there is a section that causes most issues. Matt said South bound on 100 to Main Street.

Stephanie shared that at a past meeting, the Board supported taking the signage/street marking recommendations. VTrans highway meeting with Marc Pickering it was discussed and he was going to follow-up about getting the signage, etc. done. Once more information on this will share with the Board.

Darcy and Michael pointed out that at that intersection, their house has been hit twice in the past year. They would like to see something done. Very dangerous intersection. Oversight on caution, safety and protection versus wait and figure it out. Last accident the driver was underinsured and should not have been able to get a license either. The next time this happens and they have to pay the bill, they will be looking for others. Paul said that that piece on signage the Town can help with.

Matt noted other recommendations – reestablish stop bars on Middletown and Main Street, and possible delineation of the North East corner by the Pantry to make the intersection more formal – street light, etc. Also, a number years ago, a dotted white line was in place from Main Street/Rt 100 corner after bridge to mark curve like on inside. This could be reestablished.

We need to do other steps first and show the Town has tried other options before we push for a 4-way stop. Matt said if the Town wants to pursue we could make a recommendation to the State and because it is unique they

Kevin said he thinks that nothing short of a 4-way stop that will improve the intersection. However, with policing now, spend more time at the intersection, as speed has been a major factor in most events. Paul said we can request them to do a little more, but it has been patrolled according to the weekly reports. Others said they have seen them sitting in the area watching. Paul added we will be also placing a speed cart at this intersection as well. Paul will connect with Lt. Oliver to have this area looked at closer for speeding. Steve said if it works, he supports the Town buying some of our own to assist with speed control.

Darcy asked why not just ask. Steve and Stephanie reiterated that the State wants to see us try the other options first. She added the location of the Fire Department is also tricky and creates additional dangers. Speed cameras were mentioned. Matt said he is not familiar but red-light ones send plate information and can be expensive to maintain.

Intent to look at low-cost safety improvements to intersections. These recommendations are just that. Steve said we need to get everyone together again to discuss this topic in more depth – next steps, application, letter to VTrans. Matt said a formal letter would be needed to suggest. Sharon commented that in the past when there was business there it seemed that traffic was more aware/cautious. Perhaps a positive impact would happen should it reopen.

Kevin again noted – Police at that intersection, on occasion, for a while, seeing him will have a traffic calming effect. Matt said he is happy to meet at Marc's availability. Steve will touch base with Marc to try to get him in touch with Stephanie about status and setting up a meeting.

e. Policing

Paul updated on the policing committee resignation and his contact with an alternate that had been improved in the past – Steven Lyon (one of the two that was approved).

Paul made a motion to approve Steven Lyon as a member of the policing committee. Wayne seconded. Motion passed with all in favor.

f. Bidding process for excess equipment

Paul shared about the updating purchasing policy for excess equipment. There is a computer - with permission he will post online for bid and by email, per the policy. There is one bid, but it cannot be accepted as it is not per the policy. No objections. Paul will move forward.

12. New Business

a. Select Board replacement

Jim will be resigning effective May 24th. An appointment will be made until March 2017 Town meeting.

Paul suggested posting the vacancy at town sites, website, paper of record, and email list to accept letters of application for the position. Will agreed – Board reserves the right to make a decision, but want to be open to anyone who is interested. Steve said a letter of interest, signed by the individual would be enough.

Kelly said voting on the position should not happen until actually vacant. Stephanie will connect with Jim for a written resignation. No action taken – will be discussed on 5/16 after letter received.

b. July 4th meeting – reschedule

First meeting of July would be July 4th. Meeting rescheduled Thursday July 7th at 7 p.m.

c. Process/schedule for reviews

Both Esther and Stephanie are up for review. Steve suggested do a meeting night to do all that are needed. Wayne said 5 p.m. is the earliest he could meet. Tina added that Esther will be gone much of May. Others that we should do, but Paul said job descriptions should be put in place first before reviews are done. Paul and Stephanie will continue to work on these. Stephanie's will be on 5/16 prior to regular Board meeting in Executive Session. Duane noted highway was done last year in June.

13. Adjourn

Will made a motion to adjourn. Wayne seconded. Motion passed with all in favor.

Meeting was adjourned at 9:11 p.m.