## TOWN OF PEACHAM

## MINUTES OF THE SELECTBOARD MEETING

Wednesday March 20, 2019 APPROVED

Selectboard Members Present: Mike Heath, Peter Craig, Beatrice Ring (via phone)
Public: Town Clerk Thomas Galinat, Road Foreman Jeremy Withers,
Selectboard Clerk Rebecca Washington, Mary Daly, Neil Monteith

- 1. The meeting was called to order by Chair of the Selectboard Michael Heath at 6:39pm.
- 2. Additions to the agenda
  - a. Update Emergency Plan
  - b. Cemetery deeds added to Town Clerk update
- 3. Update Emergency Plan
  - a. Monteith recommended that the new Selectboard members take the emergency management incident command course on April 4th through NVDA.
  - b. Emergency Management would like to have a simulation in late October to prepare the town for what happens after a disaster occurs.
- 4. Roadside mowing policy discussion
  - a. Discussion ensued on low-height, high-visibility plants versus roadside mowing.
  - b. It was agreed to test the concept on the section of Bayley Hazen Rd leading to town before adopting a formal policy.
- 5. Highway Department Update
  - a. Withers is getting ready for spring and has started hauling gravel.
  - b. The grader needed repairs.
  - c. The new pickup is scheduled to arrive in April.
- 6. Afterschool program funding
  - a. Discussion ensued on the town taking over funding for the afterschool program and the logistics involved.
  - Heath makes a motion to move forward with funding the afterschool program. Peter seconds. All in favor. So moved.
- 7. 2019 Appointments
  - a. Cemetery Committee
    - i. Craig nominates Cheryl Stevenson, Laura Johnson, Dean Schoolcraft, and Ron Craig. Heath seconds. All in favor. Appointed.
  - b. Energy Committee
    - Heath nominates Bruce Courtot. Craig seconds. Majority in favor. Appointed.
  - c. Fence Viewer
    - i. Craig nominates Kathy Corcoran. Heath seconds. All in favor. Appointed.
  - d. Green-Up Chair
    - i. Ring nominates Rose Dedam. Heath seconds. Majority in favor. Appointed.
  - e. Inspector of Lumber, Shingles, and Wood
    - i. Heath nominates Tim Mckay and Joe Layn. Craig seconds. Majority in favor. Appointed.
  - f. Planning Commission
    - i. Heath nominates Jock Gill. Craig seconds. All in favor. Appointed.
  - g. Zoning Administrator
    - i. Craig nominates Bob Hansen. Heath seconds. All in favor. Appointed.
  - h. Memorial Day Chair
    - Heath nominates Julie Hansen. Craig seconds. Majority in favor. Appointed.
- 8. Work plan for 2019
  - a. Heath would like to have a Selectboard retreat during the summer to go over the current year's goals.
- 9. Conflict of Interest Policy adoption
  - a. Heath presented VLCT's model Conflict of Interest Policy.
  - b. Galinat will email the Selectboard the town's current Conflict of Interest Policy for comparison.
  - c. Policy adoption postponed.
- 10. Website RFP
  - a. Galinat presented the website RFP that Ring drafted and Galinat added details to.
  - b. Heath makes a motion to publish the RFP and send to the four known interested parties. Craig seconds. Majority in favor. So moved.
- 11. Selectboard Clerk Job Description
  - a. Galinat presented the Selectboard Clerk Job Description to the Selectboard.

- b. Heath makes a motion to adopt the Selectboard Clerk Job Description. Craig seconds. Majority in favor. So moved.
- 12. Approve minutes
  - a. February 20, 2019
    - i. Postponed.
  - b. March 6, 2019
    - Heath makes a motion to approve the March 6, 2019 minutes as written. Ring seconds. All in favor. So moved.
- 13. Town Clerk update
  - a. Galinat scheduled an Open Meeting Law Training for April 10th at 6:00pm in the gym.
  - b. The Selectboard signed four cemetery deeds.
  - c. The Town Office is planning on spending up to \$500 for a town-only bulletin board for the outside of the library for town business only.
  - d. The Town Office vault is in need of a new 3-shelf roller shelf. It will be paid for out of the Restoration Land Records fund.
- 14. Review and approve bills
  - a. The Selectboard reviewed and approved bills.
- 15. Review correspondence
  - a. The Selectboard reviewed correspondence.
- 16. Adjourn
  - a. Craig makes a motion to adjourn. Heath seconds. All in favor. Meeting adjourned at 9:15pm.

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