

TOWN OF PEACHAM
MINUTES of the SELECTBOARD MEETING
Wednesday March 6th, 2019 APPROVED

Selectboard Members Present: Mike Heath, Beatrice Ring, Peter Craig
Public: Thomas Galinat, Town Clerk

1. The meeting was called to order by Town Clerk, Thomas Galinat at 6:45pm.
2. Selectboard Organizational Meeting
 - a. Elect a Chair
 - i. Ring nominated Heath as Chair, Craig seconded, all in favor, so moved.
 - b. Determine the Meeting Rules
 - i. Heath moved to adopt the Roberts Rules of Order, modified. Craig seconds, majority in favor, so moved.
 - c. Determine the Date and Time of the Meetings
 - i. Heath moves to meet the 1st and 3rd Wednesday of the month in Peacham Library at 6:30pm. Craig seconded, majority in favor, so moved.
 - d. Appoint a Clerk to the Selectboard was moved down to appointments.
3. Additions to the agenda for any additional business this meeting
 - a. Galinat needed the minutes 2/20/19 revised to meet specific language required to be entered into the Vermont Municipal Employees Retirement System (VMERS). Galinat provided the email from VMERS explaining what was required.
 - i. **Heath made a motion to join VMERS in Group B with a April 1st, 2019 start date. Seconded by Craig, majority in favor, so moved.**
4. Review and approve 2/20/19 minutes
 - a. Heath chose not to approve the minutes and wanted to revise them for the next meeting.
6. Highway Department Update
 - a. Jeremy Withers was not present.
7. Open Meeting Law Review
 - a. The Board covered the basics of Open Meeting Law. The Board will attend trainings in March and April.
 - b. Galinat spoke briefly on Public Records. Heath asked Galinat to create emails for each Selectboard members. Galinat said he would have them ready before the end of the following day.
8. Selectboard Training
 - a. The Board plans to attend the new Selectboard training at the end of the month.
 - b. The Board asked the clerk to set up an on-site VLCT training in April for all Peacham boards. Heath will look into inviting surrounding towns.
9. Creating an RFP for the Town Website
 - a. The Board discussed the importance of a paid position for the website. Galinat said Jerri Kohl has been volunteering for a few years.
 - b. Ring volunteered to write a Request for Proposal (RFP) for the website. She plans on having this ready for April's meetings.
 - i. Galinat requested the RFP include a requirement that the contractor carry insurance naming the Town as additional insured and also that training of the Town Clerk's office staff to update content be included in the proposal.

10. Solid Waste Facility Certification
 - a. The board signed the agreement
 - i. Craig was concerned about the use of the Transfer Station by non-residents.
 1. Craig suggested a sticker for residents.
 2. Heath suggested the Town sell bags.
 3. Galinat suggested a per parcel fee.
 4. Ring asked Galinat to call Paul Tomasi and ask his recommendation.
11. Town Clerk Update
 - a. Galinat said Town Meeting was a success.
 - i. Discussion ensued surrounding Town Meeting and current/future use of the Church.
 - b. Discussion ensued on potential pavilion sites: Town Green, Fire District land, Tennis Court, Parking Lot
5. 2019 Appointments
 - a. Appropriations Committee
 - i. Ring nominates Nancy Saidi, Mel Reis, and Josette Lyders. Craig seconds. All in favor, appointed.
 - b. Cemetery Committee
 - i. No appointments made, the Board is waiting for a recommendation.
 - c. Conservation Committee
 - i. Heath nominates David Jacobs, Dave Stauffer, David Magnus, Neil Monteith, Ron Miller, Anna Rubin, and Marilyn Magnus, Ring seconds, all in favor, appointed.
 - d. Development Review Board
 - i. Craig nominates Nick Comerci, Matt Kempton, Greg Schoolcraft, Morris McCain, Raymond Young, and Marilyn Magnus, Ring seconds, all in favor, appointed.
 - d1. Energy Committee
 - i. Heath nominates Mary Daly, David Jacobs, and wait for Gill's recommendation for the third, seconded by Ring, all in favor, appointed.
 - e. Emergency Management Coordinator
 - i. Ring nominates Neil Monteith, Craig seconds, all in favor, appointed.
 - f. 911 Coordinator
 - i. Ring nominates Brian Barney, Craig seconds, all in favor, appointed.
 - g. Fence Viewers
 - i. Ring nominates Julie Lang, Karen Gallas, and Anna Rubin, Heath seconds, all in favor, appointed.
 - h. Fire Chief
 - i. Ring nominates Jeff Berwick, Craig seconds, majority in favor, appointed.
 - i. Fire Warden
 - i. Heath nominates Aaron Morton, Craig seconds, majority in favor, appointed.
 - j. Green-up Chair
 - i. Heath nominates Erin Lane, Craig seconds, majority in favor, appointed.
 - j1. Health Officer
 - ii. Craig nominates Joshua Kantrowitz, Ring seconds, all in favor, appointed.
 - k. Assistant Health Officer
 - i. Craig nominates Mary Daly, Ring seconds, all in favor, appointed.
 - l. Keeper of the Pound
 - i. Ring nominates Jo Guertin, seconded by Craig, all in favor, appointed.
 - m. Memorial Day Chair
 - i. Craig nominates Julie Hansen, Ring seconds, majority in favor so moved.

- n. Northeast Kingdom Waste Management District Representative
 - i. Ring nominates Amber Lowell, seconded by Craig, all in favor, appointed.
- o. NVDA Representative
 - i. Craig nominates Annette Lorraine and Jen Surat, Ring seconds, majority in favor, appointed.
- p. Planning Commission
 - i. Ring nominates Barry Lawson, Nick Comerci, Marilyn Magnus, Melissa Kohl, Rene Joly, Heath seconds, majority in favor, appointed.
- q. Road Foreman
 - i. Craig nominates Jeremy Withers, Heath seconds, majority in favor, appointed.
- r. Service Officer
 - i. Craig nominates Patty Strader, Ring seconds, majority in favor, appointed.
- s. Sextons
 - i. Ring nominates Cheryl Stevenson, Heath seconds, majority in favor, appointed.
- t. Tree Board
 - i. Ring nominates David Jacobs, Julie Lang, Bruce Maclean, Neil Monteith, and Dave Stauffer, Craig seconds, majority in favor, appointed.
- u. Tree Warden
 - i. Craig nominates Neil Monteith, Ring seconds, majority in favor, appointed.
- v. Zoning Administrator
 - i. No appointments made. Waiting for a recommendation from the Planning Commission.
- w. Appoint a Clerk to the Selectboard
 - i. Ring nominates the Town Clerk's Office as the Clerk to the board. Craig seconds, majority in favor, appointed.
 - 1. Galinat said he had reservations as he prefers the Town Clerk to be active and present at the meetings.
 - 2. Ring said she would like to see the Clerk's office take on the historical role because they have access to the information the Board needs and will often implement the Boards requests. Ring felt this would remove a layer and simplify things.
 - 3. Galinat asked if his assistant could take the minutes and receive all compensation, but Galinat would remain responsible. He also asked for a Job Description for the next meeting. The Board agreed.
- x. Weigher of Coal
 - i. Craig nominates Dave Stauffer as the weigher of coal. Heath seconds, all in favor, appointed.
- y. Inspector of Lumber, Shingles, and Wood.
 - i. Ring nominates Joe Layn, Craig seconds, majority in favor, appointed.
- 12. Review and Approve Bills
 - a. Galinat said the bills were still in the Town Office.
 - i. Heath and Craig said they would stop in to sign them.
- 13. Review Correspondence
 - a. None present.
- 14. Adjourn
 - a. Heath motions to adjourn, Ring seconds, all in favor, meeting adjourned at 9:24pm.

