

**TOWN OF PEACHAM  
SELECTBOARD  
MEETING MINUTES  
Wednesday December 5, 2018  
UNAPPROVED DRAFT**

**Present:**

**Selectboard Members:** Mike Heath and Tim Scott

**Selectboard Clerk:** Melissa Laurita Kohl

**Public:** Mike Bruton, Road Foreman Jeremy Withers, David Jacobs, Jock Gill, Mary Daly, Paul Evans,  
Town Clerk Tom Galinat, Rusty Barber, Neil Monteith

**The meeting was called to order by Selectboard Chair Tim Scott at 6:38PM.**

**ACTIONS:**

**Carried Forward From Previous Meetings & From Today's Meeting:**

1. Jeremy will do "reasonable suspicion" training related to the Drug & Alcohol Policy that will be adopted.
2. Tim will check in with Doug Morton of NVDA about adding a stop sign at the South Peacham Intersection and changing the speed.
3. Melissa will create a community survey about changing the speed limit through town.
4. Tom will reach out to Valerie about a bill of sale for the snow rollers.
5. Melissa will promote the creation of the snow roller barn committee.

**MINUTES:**

1. Additions to the Agenda for any additional business this meeting
  - a. No additions
2. Approve Minutes
  - a. Postponed until 12/19/18 meeting.
3. Review Action Items from Previous Meetings
  - a. Postponed until next meeting.
4. Town Hall Renovation
  - a. Rusty Barber volunteered to create designs for the town hall renovation, which would include additional space that the Post Office will no longer use. The plans include creating an ADA compliant bathroom, an improved meeting room space, better storage for the clerk's office, additional office space for Highway Department, Zoning Admin, etc. Additionally, the post office would like to have their own entrance with a time lock on the door so they do not have to come back to lock it.
  - b. Rusty presented a couple of options to the Selectboard and reviewed his design drawings with them and the public.
  - c. The town vault is close to full. Additional vault space will likely be needed in the next 15 or 20 years. Expanding the vault is expensive. The Peacham vault is one of the best in the State and other towns have come to see it.
  - d. The additional flex office space could house a future recreation committee, planning commission records, and other groups who don't have a space for work or storage. Currently, a lot is being stored in people's homes.
  - e. Tom said that Danville might be a good model for a town hall. They have 2,000 people and Peacham might grow to that. They have all of the offices in one building as opposed to Barnet, which is scattered.
  - f. The first phase would be remediating the moisture issues in the town hall building.
  - g. David is wondering whether the furnace is a priority. Four years ago the Selectboard didn't think the boiler would make it another two years.
  - h. Mike H said there is grant money available for pellet systems.

- i. Jock thinks should the town should aim for a district heating system that would include the town hall, library, church. The Energy Committee could have a quick look at it. The Science Building could hold an energy system.
  - j. The Selectboard and public discussed a variety of heating options, including heat pumps with propane backup and pellet.
  - k. The Selectboard recommended that the Energy Committee look into the various options for heating the town hall.
  - l. Tim moves to have Rusty talk to the post office and to go with the option 2 plans and present them to the post office. Mike seconds. All in favor. So moved.**
5. Commercial Solar Array at the School Lot
- a. Mike Bruton doesn't understand what is going on at the school. Mike Bruton went to the Energy Committee meeting but Jock suggested Bruton go to the school board, and to speak specifically to Heath about the project.
  - b. The Energy Committee meeting was at the same time as the School Board meeting. Bruton gave the Selectboard minutes from the November school board meeting. The minutes indicated that the school board was moving forward with a solar project proposal but gave no details.
  - c. Dori Wolfe is a third party independent consultant working on the school solar project.
  - d. Bruton wanted to know if the school board felt they can make a decision on this. Personally Bruton thinks it should go to the voters on Town Meeting Day.
  - e. Heath said that it might go to the voters, but the school board hasn't made a decision yet about how the project will be funded. The funding model effects whether the town will get a vote. If the school board borrows money it will have to be bonded and presented to the voters.
  - f. The Secretary of State said the Selectboard could make a policy about who makes the decisions on town property.
  - g. David said that Selectboard decided to give jurisdiction of the project to the school board.
  - h. Tom thinks the only oversight the town can have is through zoning like with a private entity.
  - i. The scope of the project is for a 45 kw solar array on the roof, not the original proposal, which was for a larger on the ground system.
  - j. Heath said anyone inquiring about the project should attend school board meetings.
6. Open Meeting Law/ Robert's Rules of Order for Committees
- a. Tom recommended that the Selectboard hire VLCT to train all individuals on any town board or committee on the requirements of Open Meeting Law and Robert's Rules of Order.
  - b. Annette had tried to organize this kind of training with VLCT years ago.
  - c. Jock would welcome a training.
  - d. This training can be an annual procedure and a requirement for any individual sitting on a board, commission, or committee. This clarifies the whole process and protects the town.
  - e. The Selectboard gave Tom permission to get an estimate/cost from VLCT about trainings.
7. Budget for Energy Committee (EC)
- a. The EC wants to reach out to everyone in town to see how people heat, what they want, etc. It's about 700 envelopes to mail. Jock priced this out and it would cost \$1,052 for two town wide mailings. The EC will submit a formal written proposal before 12/17/18.
  - b. David said that the EC will write the Enhanced Energy Plan, but they are going to need help from NVDA and can apply for a municipal planning grant.
8. 2019 Budget Discussion
- a. This will be on the next meeting's agenda. Tim will meet with Jeremy and Tom beforehand to create a draft of the budget.
9. Adoption of Hazard Mitigation Plan

- a. The draft of the Peacham Hazard Mitigation Plan was sent via the State to FEMA. FEMA has approved it. Neil recommends that the Selectboard read it entirely before adopting it.
- b. Most of the plan is road crew oriented. For example, to identify hazards where the town keeps having flooding. There is a plan to mitigate as many of the problems as possible (given financial realities) in the next five years.
- c. Neil said the school is identified as an emergency shelter in the plan, but some work needs to be done with the school board to make the school a viable shelter. Due to the school and town operating as separate entities, making the school a shelter is complicated.
- d. Jerry Senturia pointed out that Peacham needs a heat shelter in addition for bad heat waves. There are few heat shelters in VT.

#### 10. Highway Department Update & Requests

- a. Winter is definitely here. The roads are okay. They are not terrific. But people need to realize that it's winter and slow down. The road crew has gone through 800-1000 yards of sand in November. They have taken a huge hit on the sand pile because of the wet heavy snow that compresses to ice. The Selectboard should be aware that they just used an extra month of sand.
- b. There was a major breakdown of the blue mack (again). It blew a heater hose and was leaking antifreeze. The equipment budget is taking a major hit. The road crew is trying to do the repairs themselves when they can and this time they did.
- c. There seem to be a lot of vehicles parked close to the road, especially down through the main village. If vehicles are in the right of way, the town is not responsible for any damage. The road crew is trying to be careful but people need to be aware. Also, plowing across the road is illegal (and there are fines for doing it), but if community members are going to do it, they need to clean it up. When people push across and leave a big pile of snow frozen across the road sometimes the road crew equipment can't even move it.
- d. Jeremy took the reasonable suspicion class last week in Randolph. The town needs to adopt the drug and alcohol policy.
- e. Herz said don't bother plowing Penny Street as they don't need the help this year.
- f. Some individuals from the Peacham Pond area are requesting more and more from the road crew. This is the first winter of a resident over there (from Florida). Scott Abair's plowing and sanding bill will be high because of that and the heavy snowfall in November. Jeremy is getting phone calls 2 or 3 times a week now. One resident said that if the town does not go out there he is not afraid to call every day many times a day. This resident is not disrespectful on the phone, just persistent. This resident's biggest complaint is that the road is narrow and two cars can't pass but there are only three residents out on that road. Tim will talk to the resident to set realistic expectations.
- g. The garage has some budget items that are way over budget, but can be explained. The repair budget was the biggest hit. Right now it is \$14,000 over.
- h. Jeremy has the 2004 highway department winter operations policy. "Objects in the right of way are placed there at the owners risk and the town assumes no damage." Tom will check to make sure that policy has weight. The winter road policy should probably be reviewed by the current Selectboard and approved or readopted.

#### 11. Blue Mack

- a. This truck has cost a significant amount in maintenance.
- b. Tom pointed out that the town is probably not saving money by keeping these trucks longer because of the repair costs, the time for staff to repair and move broken down vehicles, and the down time/not having a truck available to work on the roads.
- c. The town pick up truck is going for an inspection tomorrow and it might not pass. Regardless of whether or not it passes, the town needs a new pick up truck.

- d. Tom recommended that the town buy a pickup (which would be a warned item on Town Meeting Day) and lease a new truck (which would be part of a line item of the 2019 budget).
- e. Tom thinks there should be a flat lined budget of truck lease payments with trucks on 6 year cycles. Tom is trying to do it in a way to save the town money and headache.
- f. This will be discussed more at the initial budget meeting between Tim, Tom, and Jeremy.
- g. 110,000 miles seems to be the point where the town trucks break down. Six years would be in the 120,000 or more range. The blue mack has 130,000 miles on it and it is a 2012 truck. In order to avoid high maintenance costs, the trade ins might need to be a shorter timeline. Tom said one option is the town could never own the trucks and then just do 3 year leases.
- h. Jeremy will get 6 year, 5 year and 3 year lease estimates so the Selectboard can make a decision based on the numbers. The town would like to stay away from the high maintenance point, which would be a cost savings and the town would have more reliable trucks.

## 12. Town Clerk Update & Requests

- a. Gym Door
  - i. The town clerks got the loss control report from VLCT and it is the best it has ever been. They need some electrical work done in the town office to remove an electric cord, but the main thing is the gym door. Snow falls off the roof in front of the gym door so someone could get stuck in the building. That door is already rusty and leaking so you can move the door so it exits toward the tennis court or the town can add a shed roof so both the furnace door and gym door would be unhindered by snowfall. Both options would be about the same price.
  - ii. Paul suggested opening the door to the inside, but Tom said it can't be done because of fire code.
  - iii. It makes sense to wait until the summer to resolve the gym door issue. This project should be factored into the budget for town hall maintenance. The town hall maintenance line item used to be \$12,000 a year but now it's around \$1,200.
- b. There is a new Appreciation Fund. It is not funded by the town, but the town tracks donations to the fund from residents and the funds are distributed in that residents name to someone named by an outside committees recommendation. The fund is to appreciate various Peachamites.
- c. Logging money is in the general fund. It gets spent to cover budget line items.
- d. The gym lights have been replaced. It is much brighter and will save a ton of money.

## 13. Appointment of a New Selectboard Member and Resigning

- a. Melissa explained the legal requirements for a Selectboard member to resign and for a new one to be appointed.
- b. Mary Daly is interested in being on the Selectboard.
- c. The Selectboard will appoint an interim Selectboard member. This person will be on the board until Town Meeting Day, at which point the public will elect someone to fill the last year of Nathaniel Emmons term.
- d. *If anyone is interested in being appointed as a Selectboard member, they need to be at the next regular meeting. Melissa will promote it.*

## 14. Soccer Field

- a. This will have to wait until spring since there is snow on the ground.

## 15. Snow Roller Barn Committee

- a. Jane Alper is interested.
- b. Tom has called GMP for information about getting electricity to the roller barn.
- c. **Tim moves to appoint Jane Alper as the roller barn coordinator. She will report to the Selectboard but will be in charge of coordinating things for the roller barn. Mike seconds. All in favor. So moved.**
- d. Jock will let Jane know.

16. Potential Calex Board Rep

- a. Tim will talk to Jeff Berwick, Fire Chief, about promoting it to fire department to see who is interested.

17. Review and Approve Bills

- a. The Selectboard reviewed and approved bills.

18. Review Correspondence

- a. The Selectboard reviewed correspondence.

**Tim moves to adjourn at 8:35pm. Mike seconds. All in favor. So moved.**