

SUNDERLAND SELECT BOARD

Regular Meeting - March 20, 2017

1. Call to order by Mark Hyde
2. Board members present
 - a. Rick Timmerman, Jon French, Mark Hyde, and Steven Bendix
 - b. Audience
 - i. Rose Keough (Town Secretary/Treasurer), Mike DiMonda, Peter Luca
3. Session recorded by GNAT-TV
4. Organization of Select Board
 - a. Chair
 - i. French nominated Hyde to be Chair of the Select Board, Bendix seconded, motion passed
 - b. Clerk
 - i. Mark nominated French to be Clerk of the Select Board, Timmerman seconded, motion passed
 - c. Road Liaison
 - i. French nominated Timmerman to be Road Liaison to the Select Board, Bendix seconded, motion passed
 - d. ISWAP/SWIP Liaison
 - i. French nominated Bendix to be ISWAP/SWIP Liaison to the Select Board, Timmerman seconded, motion passed
 - e. Insurance Liaison

- i. Timmerman nominated French to be Insurance Liaison to the Select Board, Bendix seconded, motion passed
- f. Green Up Liaison
 - i. French nominated Timmerman to be Green Up Liaison, seconded by Bendix, motion passed
- g. Police Liaison
 - i. Bendix nominated French to be Police Liaison, Timmerman seconded, motion passed
- h. Secretary to the Select Board
 - i. Hyde nominated Stephanie to be the Secretary to the Select Board, Timmerman seconded, motion passed
- 5. Approval of Minutes from Previous Meeting
 - a. Motion made to approve the meeting minutes from February 20, 2017 and March 6, 2017 by French, seconded by Bendix, motion passed
- 6. Reports from Road Liaison and/or Highway Foreman
 - a. All equipment is up and running
 - b. Salt budget is about \$800 over and the shed is about $\frac{3}{4}$ full
 - c. After snow melts, there is cleanup to do
 - d. We still have money left in our sand, diesel, and maintenance funds
 - i. Timmerman believes that the new plow has made the process more efficient
- 7. Old Business
 - a. Audit - review results/discussion

- i. Mark spoke with the auditor, until we use General Accepted Accounting Principles (GAAP), they will not audit us again
- ii. To meet GAAP standards, it would cost \$3,000-\$4,000 and an accountant would have to be brought in
 - 1. At that point our accounts would be comparable to any other city in the state
 - 2. Rose would like more training for GAAP formatting, and would like to convert the accounts to this format beginning from July 1, 2016
 - a. Rose has a contact in mind for training, she will get back to the Select Board in a month with an update
- iii. All accounts are in order, no major issues have been found
- iv. A copy of the audit will be available for public view at Town Hall

8. New Business

a. Appointments

- i. Newspaper of record
 - 1. Timmerman made a motion to make the Bennington Banner the newspaper of record, French seconded, motion passed
- ii. Date and time of Select Board meetings
 - 1. Timmerman made a motion to set the time of the Select Board meetings as the 1st and 3rd Monday of the month at 6:30pm, French seconded, motion passed
- iii. Town legal counsel

1. Bendix made a motion to make the Rob Wilmington and associates, Timmerman seconded, motion passed

iv. Animal control officer/Pound keeper

1. Bendix made a motion to nominate Kerry Olson as Animal control officer/pound keeper, French seconded, motion passed

v. Emergency management coordinator

1. Hyde made a motion to nominate Mike DiMonda as the Emergency management coordinator, Bendix seconded, motion passed

vi. Health officer

1. This position is still open, please contact a member of the Select Board if you are interested at selectboard@sunderlandvt.org

vii. Service Officer

1. Bendix made a motion to nominated Samuel Liss as the Service Officer, Timmerman seconded, motion passed

viii. Tree Warden

1. Select Board as default

ix. Webmaster

1. French made a motion to nominate Hyde as Webmaster, Bendix seconded, motion passed

x. Zoning Administrator

1. Timmerman made a motion to nominate Missy Johnson as Zoning Administrator, Bendix seconded, motion passed

xi. Planning Board Appointments

1. Timmerman made a motion to nominate Ed Bove (chair) for a three year term to the planning board, Bendix seconded, motion passed
2. French made a motion to nominate Peter Luca for a one year term to the Planning Board, Bendix seconded, motion passed
3. One Planning Board member vacancy remains, please contact a member of the Select Board if interested at selectboard@sunderlandvt.org

xii. Zoning Board Appointments

1. French made a motion to nominate Robert Faley to a three year term to the Zoning Board, Timmerman seconded, motion passed
2. Timmerman made a motion to nominate Peter Van Haverbeke to a three year term to the Zoning Board, French seconded, motion passed

xiii. BCRC Representative

1. Bendix made a motion to nominate Ed Bove for a three year term as the BCRC Representative, French seconded, motion passed

- b. Open Select Board seat - Decide on making appointment

- i. Please contact the Select Board if interested at
selectboard@sunderlandvt.org

c. Current Open Positions

- i. Auditor position, three seats available
- ii. Select Board member, one seat available
- iii. Lister position, one seat available
- iv. Planning Board member, one seat
- v. Please contact a member of the Select Board if interested at
selectboard@sunderlandvt.org

d. Justice of the Peace changed to James Ayrey

9. Discussion about junk violations in town and the approach for the Zoning Administrator

- a. Missy Johnson has identified new properties with junk ordinance infractions, she is seeking permission from the Select Board to address the issues
 - i. The Zoning Administrator has the authority to do so
 - ii. The members of the Select Board are in favor of her addressing the infractions

10. Review of Bills, Correspondence, and Signing of Select Board's Orders

- a. Correspondence from Ms. Jordan of Chiselville Road
 - i. Her observations have shown that the flashing lights going north into the covered bridge are working to warn drivers turn around before entering
- b. Covered bridge hit going south

- i. Select Board in the process of getting it repaired
 - ii. Also under consideration is installing a flashing light to warn drivers going south into the covered bridge
- c. Fire Protection Grant
 - i. Timmerman will give the information to Mark Johnston with the Bacon Hollow location in mind
- d. Liquor license renewal request from Ira Allen Inn
- e. Certificate of highway mileage
- f. Rose Keough mentioned stepping up speed patrols on South Road, French will look into it

11. Upcoming Items

- a. Local Emergency Operation Plan
 - i. Bendix is working on it and it will be up for approval at the next meeting
- b. David Francone from Manch District of Fire Service - changes in Somerset area concerning Sunderland
 - i. May Select Board meeting
- c. Vermont Fish and Wildlife will attend a future meeting to discuss a proposed acquisition in town
 - i. Next meeting
- d. Second meeting in April is as scheduled despite school break

12. Public comment

- a. Mike asked about the property where Sunderland Elementary School is located, and what will happen with the ownership since Act 46 has passed

- i. Keough said that according to Act 46, nothing will happen to the school for the next 4 years at least
- ii. Keough also said that in the very unlikely event that the school should close, it will be offered to the Town of Sunderland for \$1
- b. Mike also asked about the digital speedometer as seen in Manchester, Timmerman said the cost begins at \$2,500
- c. Peter asked about the roof repair, Hyde replied that it has been repaired, however there is a new leak through the light in the entry

13. Motion to adjourn made by French, seconded by Timmerman, motion passed

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'SMW', written in a cursive, flowing style.

Stephanie Muñoz Wells