

TOWN OF MARLBORO  
REGULAR SELECTBOARD MEETING  
Thursday, March 8, 2012

**ATTENDANCE:**

Present were select board members Craig Hammond, Chair; Andrea Livermore and Pieter van Loon. Also present were Ed Metcalfe, Hogback commercial property owner and his wife, Linda Carbone; Clarence Boston, Animal Control Officer; and Select Board Assistant, Marcia Hamilton.

**CALL TO ORDER:**

The meeting came to order at 4:30 p.m.

**REORGANIZATION OF SELECT BOARD:**

The board elected Craig Hammond chair and signed Select Board Rules of Procedure and the Conflict of Interest Statement.

**APPROVAL AND SIGNATURE OF PAY ORDERS:**

The board approved and signed pay orders.

**SCHEDULED AND UNSCHEDULED TIME:**

No member of the public came during the unscheduled open public comment period.

Andrea Livermore reported that she had spoken with Southern Vermont Engineering (SVE) and that they can do some work on the ground and then make the certification that in fact the FBI Tower is located on land owned by Ed Metcalf. Assuming this finding is accurate, the select board will pay Southern Vermont Engineering for the certification. It was determined that the fee will not be split as was discussed at the previous meeting because Ed paid for previous survey work completed by SVE which will be the basis for the certification. Andrea will contact SVE and ask that they proceed with the job, and ask how soon they can get the work done. Marcia Hamilton will contact the Federal Bureau of Investigation to determine how to reassign the lease. Craig Hammond will ask Linda Peters to go back and determine how much the town has collected from the lease up through the time until the lease is reassigned to Ed Metcalfe.

Clarence Boston said he spoke with Alan Young following a complaint that the Young's dogs were running at large, and suggested he erect a fence. Craig and Clarence will plan to meet with Alan Young to determine what the Youngs will do to restrain the dogs and keep them from running at large on other people's property.

The Board appointed Clarence Boston Animal Control Officer for a three-month term. Extending the appointment to the full one-year term will be contingent on Clarence filing regular quarterly reports of his activities. The Board would like to get a better idea of appointed officials' activities, including the ACO, Service Officer, Emergency Management Director, Health Officer and Zoning Administrator. Craig suggested the Board contact towns in the area and ask what they do for animal control and determine which ones have animal control officers.

Clarence indicated there are only about four towns that have ACOs. Craig stated the Board, as a routine, should follow up on verbal complaints where people don't want to make a written statement, but noted that this will only be possible if we get regular reports from the ACO.

**APPROVAL OF MINUTES:**

The board approved the minutes of the regular meeting of 2/23/2012. The special meeting warned for 3/01/2012 had been cancelled prior to the meeting.

**OLD BUSINESS:**

The board signed a Tobacco License for Sweeties' Market and Deli.

Craig updated the board about his conversation with T. Wilson, chair of the Development Review Board (DRB) and Carol Hendrickson, chair of the Planning Commission (PC) regarding zoning administration and the changes that need to be done to the zoning bylaws. There are also issues identified by Mary Sargent regarding DRB determination letters that remain unwritten.

Craig reported that although the DRB never issued letters of determination, he said T. Wilson has talked with the people at the hearings and they know the outcome but he will issue the letters, even though the window of opportunity to enforce the bylaws has elapsed. T. will get a template for letters to Mary Sargent and in the future she will prepare the letters for his signature.

When Craig Hammond talked with Carol Hendrickson, she reported they are dealing with village districting based on the terms of the Municipal Planning Grant. Carol Hendrickson had asked Mary Sargent to write out a list of the potential changes to be made of the zoning bylaws. Craig suggested to Mary that she form an ad hoc committee of PC members to update the zoning bylaws and bring their findings to the full PC.

Craig Hammond reported Alan Young contacted him about his dogs and indicated he was willing to cooperate and abide by the dog ordinance. He wants to do what is right and will be reducing his dog population. Craig also reported on his conversations with Annie Guion, the Director of the Windham County Humane Society (WCHS). The WCHS is trying to hire someone to respond to animal complaints in the county.

**NEW BUSINESS:**

The Board made annual appointments to certain positions, attached to these minutes. The Board discontinued the Handicap Access Coordinator position because there is no longer anything for that person to do.

The board signed an Excess Weight Permit for Newport Sand & Gravel/Carroll Concrete Co.

Andrea reported on the Emergency Operations Center meeting recently held at the firehouse. Glenn Herrin, not present at this meeting, posted the details of that meeting on the town website. There seemed to be some confusion about who should be invited to these meetings. The Board will work with Glenn to make sure he has a complete list.

**INFORMATION ITEMS AND MAIL:**

There were no information items or mail.

**ADJOURN:**

The meeting adjourned at 8:00 p.m.

Submitted by the Select Board

**ANNUAL SELECT BOARD APPOINTMENTS**

March, 2012

Kristina Weeks, Conservation Commission, 4-year term, expires 2016  
Jean Boardman, Development Review Board Member, 3-year term, expires 2015  
Allan McLane, Jr., E911 Coordinator, 1-year term, expires 2013  
Allan McLane, Jr., Town Communication Coordinator, 1-year term, expires 2013  
Kipton Tewksbury, Energy Coordinator, 1-year term, expires 2013  
Malcolm Moore, Fence Viewer, 1-year term, expires 2013  
Stillman Vonderhorst, Fence Viewer, 1-year term, expires 2013  
Elizabeth Vick, Fence Viewer, 1-year term, expires 2013  
Hal Himmelstein, Hogback Preservation Commission, 3-year term, expires 2015  
Bob Engel, Hogback Preservation Commission, 3-year term, expires 2015  
Jim Tober, Hogback Preservation Commission, Planning Commission Liaison, 2-year term to 2014  
Mike Purcell, Hogback Preservation Commission, Conservation Commission Liaison, 2-year term to 2014  
Robert Anderson, Inspector of Lumber, Shingles, Wood, 1-year term, exp 2013  
Allison Turner, Rescue, Inc. Trustee  
Pieter van Loon, Tree Warden, 1-year term, expires 2013  
Hugh Whitney, Weigher of Coal, 1-year term, expires 2013  
Tony Gordon, Windham Solid Waste Management District, 1 yr  
Stillman Vonderhorst, Windham Solid Waste Management District, 1 yr  
Mary Sargent, Zoning Administrator, 3-year term, expires 2013

**MARLBORO SELECT BOARD**

Craig Hammond  
Andrea Livermore  
Pieter van Loon