

TOWN OF MARLBORO  
REGULAR SELECT BOARD MEETING  
Thursday, March 14, 2013

**ATTENDANCE:**

Present were select board members Andrea Livermore, chair, Pieter van Loon and Andrew Reichsman. Also present was Select Board Assistant, Marcia Hamilton and town treasurer, Linda Peters.

**REORGANIZATION OF SELECT BOARD**

The board elected (van Loon/Reichsman) Andrea Livermore chair for the coming year. It also voted (van Loon/Reichsman) to adopt Select Board Rules of Procedure and voted (Reichsman/van Loon) to adopt the Select Board Conflict of Interest Statement.

**APPROVAL AND SIGNATURE OF PAY ORDERS:**

Linda gave a brief description of the pay order system. The board approved and signed pay orders.

**SCHEDULED AND UNSCHEDULED TIME:**

No member of the public was present during the unscheduled open public comment period.

The board set the day and time for meetings as follows: the second and fourth Thursdays at 4:30 PM on March 28 and April 11, then 5:00 PM from April 25 until further notice.

**APPROVAL OF MINUTES**

The board voted (van Loon/Livermore; Reichsman abstained) to approve the minutes of the regular meeting of 02/26/2013.

**OLD BUSINESS**

Andrea reported that she will meet with Forrest Holzapfel, Town Clerk, to review the Town Facility Use Policy that involves town property and buildings. She will report back to the board at the next meeting.

The board reviewed the draft Muster Field Lease. Andy will take it on, talk with Craig Hammond and the potential lessee and report back to the board at the next meeting.

The board discussed reviewing the highway equipment accounts rates with Linda Peters and David Elliott at an upcoming select board meeting. Marcia will schedule them at the next opportunity.

The board discussed quarterly reports of certain town officials. Currently, the Zoning Administrator, Emergency Management Director, Animal Control Officer, Town Health Officer and Town Service Officer are asked to submit brief quarterly reports but not all are sending them in for the use and information of the board as intended. Andrea volunteered to contact the Health officer to talk to her about submitting regular reports

**NEW BUSINESS**

The board reviewed an email about thoughts regarding pending items that outgoing chair Craig Hammond sent during the previous week. One item was the vacancy for Energy Coordinator created by the resignation of Kipton Tewksbury because he moved out of town. Pieter will contact Jeff Bauer about his interest in the appointment and will report back at the next meeting.

The select board voted (van Loon/Reichsman) to make the following appointments of Town Officials, some of which are required by statute annually (indicated by \*):

\*Animal Control Officer, Adam Katrick

Conservation Commission, 4-year term, Dante Corsano, Michael Purcell  
Development Review Board

Member, 3-year term, T. Hunter Wilson, Brent Seabrook

Alternate, 1-year term, Steven John, Gail MacArthur, Patti Smith

E911 Coordinator, Allan McLane, Jr.

Communication Coordinator, Allan McLane, Jr.

\*Fence Viewer, Malcolm Moore, Stillman Vonderhorst, Elizabeth Vick

\*Inspector of Lumber, Shingles and Wood, Robert Anderson

Hogback Preservation Commission, Edward C. Metcalfe, Jr., Lauren Biegel MacArthur

Senior Solutions Representative, Sally Andrews, Emily Kunreuther

\*Service Officer, Robin White

\*Tree Warden, Pieter van Loon

\*Weigher of Coal, Hugh Whitney

Windham Regional Commissioners, Edith Mas

Windham Solid Waste Management District Representative, Tony Gordon, Stillman Vonderhorst

Zoning Administrator, 3-year Term to March, 2016, Mary Sargent

The board signed Excess Weight Permits for the following:

- Newport Sand & Gravel/Carroll Concrete Company
- Camp Precast Concrete Products, Inc.
- Renaud Brothers, Inc.
- Valley Crane Services, Inc.

The Animal Control Officer, Adam Katrick, will be out of town for vacation and requested back-up coverage which Pieter will provide. Adam had suggested the board might want to consider appointing an assistant ACO. The board discussed whether this might make sense and decided not to pursue it at this time. Piet will monitor the situation and report back if an assistant becomes necessary.

There was brief discussion regarding the occasional communications from state agencies regarding information directed to the select board on Marlboro projects, usually at Marlboro College. The board determined the communications are providing information to the board and usually require no action.

Stillman Vonderhorst, a Marlboro representative with Windham Solid Waste Management District, will be scheduled to attend an upcoming select board meeting to review Marlboro recycling center possibilities for improvement.

## **INFORMATION ITEMS AND MAIL**

There were no further information items and mail.

## **ADJOURN:**

The meeting adjourned at 6:45 PM.

Respectfully submitted,

Marcia L. Hamilton, Select Board Assistant