

NOTIFICATION OF APPOINTMENT

DATE: January 21, 2019

TO: Kathy Jungemann

THE SELECT BOARD OF THE TOWN OF WINDHAM, VERMONT HEREBY APPOINTS

YOU AS: CO - Emergency Management Director

FOR A TERM OF: 1 YEAR(S) ending March, 2019

FOR THE OFFICIAL RECORD, PLEASE HAVE YOUR OATH OF OFFICE ADMINISTERED AT YOUR EARLIEST CONVENIENCE.

SELECT BOARD:

Mameen Beaudoin
Robert Kelsoe
Kyle [Signature]

DATE: WINDHAM 1-21-19

DATE: 1-21-19

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Original to Appointee

Copy to Town Clerk for Record

Additional Copy to _____

		2019 Budget	
1	Expenses		
2	Contracted Services		
3	Beaver Deceiver	0.00	
4	Air Gas	300.00	
5	Water	300.00	
6	Electrical	0.00	<i>M&I</i>
7	Fire Extinguisher Service	0.00	<i>M&I</i>
8	Dumpster	700.00	
9	General Maintenance	0.00	<i>M&I</i>
10	Road Crew Uniforms	4160.00	
11	Printing - Vehicles & Maps	275.00	
12	Propane	600.00	
13	Septic Inspection	0.00	<i>M&I</i>
14	Generator Maintenance Contract	0.00	<i>M&I</i>
15	Heater Maintenance Contract	0.00	<i>M&I</i>
16	Roadside Mowing	10,000.00	
17	Culvert Replacements <24"	0.00	B&C
18	Tree Services	5,000.00	
19	Guardrail - replacement	11,000.00	
20	Total Contracted Services	32,335.00	
21	Diesel Fuel		
22	Annual Purchases	29,000.00	
23	School Reimbursement	-3,000.00	
24	Fire Company Reimbursement	-500.00	
25	Total Diesel Fuel	25,500.00	
26	Education & Seminars	500.00	
27	Equipment - New		
28	Grizzly Rock/Sand Separator	2,500.00	

		2019 Budget
29	Pressure Washer	0.00
30	Safety Equipment (greater than \$250)	0.00
31	Equipment New - Air Compressor	0.00
32	Trk Down Payment	0.00
33	Plow	0.00
34	Truck Radio	0.00
35	York Rake	0.00
36	Trailer - Chloride/Water tank	0.00
37	Total Equipment - New	2,500.00
38	2017 Truck Payment	15,921.00
39	Loader and Grader Lease Payment	37,871.00
40	2019 550 Lease	0.00
41	Equipment - Maintenance Expenses	
42	Air Compressor	
43	Chloride Tank	
44	Disel Fuel Tank	
45	Ford 550	
46	Backhoe	
47	Loader	
48	Grader	
49	Plow Parts	
50	2011 Dump Trk Vin # 5369	
51	2017 International Trk	
52	York Rake	
53	Tires & Wheels	
54	Tire Chains	
55	Cutter Bars	

		2019 Budget	
56	Equipment Maint Supplies		
57	Equipment Expense - Other		
58	Annual Lump Sum Estimate	30,000.00	
59	Total Equipment Maintenance Exp	30,000.00	
60	Workers Comp Insurance	11,328.00	
61	Health Insurance	9,600.00	
62	Property, Casualty & Liability Ins	12,564.00	
63	Mileage	300.00	
64	Road Commissioner Stipend	0.00	
65	Road Crew Payroll/Over Time	17,250.00	
66	Road Crew Payroll/Straight Time	137,800.00	
67	Retirement/Town Contribution	9,303.00	
68	Fica/OASDI/SUI- Town Contribution	11,862.00	
69	Road Material		
70	Cold Patch	750.00	
71	Culverts	0.00	B&C
72	Rap, Hay, Seed, etc	2,500.00	
73	Guardrail parts	0.00	
74	Salt	41,000.00	
75	Sand	36,000.00	
76	Gravel/ShurPak	30,000.00	
77	1-1/2" Road stone	10,000.00	
78	Road Signs & Posts	700.00	
79	Magnesium Chloride	8,000.00	
80	Total Road Material	128,950.00	
81	Supplies General		
82	Supplies - Garage Stock		

		2019 Budget
83	Supplies - Snow Event	
84	Supplies - Sm Tools	
85	Safety Supplies	
86	Annual Lump Sum Estimate	4,000.00
87	Total Supplies General	4,000.00
88	Utilities	
89	Electric	1,400.00
90	Furnace Heat Oil	5,000.00
91	Cell Phone Expense (Reim)	1,800.00
92	Telephone-Garage	1,300.00
93	Total Utilities	9,500.00
94	Grand Totals	497,084.00

Note 1: Subtotals in Blue are per the Town Report

Note 2: B&C=Bridges & Culverts Account

M&I = Building Maintenance & Improvement Account

PACIF Loss Control Report

Member: Windham Town

Visit Date: 04/26/2018

Consultant: Wade Masure

Location: Town Garage

Location Detail: Highway Department

NO PHOTO TAKEN

Hazard ID: 2202 **Priority:** MEDIUM **Suggested Correction Date:** 06/25/2018 **Status:** Open

Hazard: No written procedures and/or program had been established to control employee exposures to releases of hazardous energy (e.g. no Lockout/tagout or energy control program or procedures).

Recommendation: A written energy control program must be developed and implemented as required by VOSHA 1910.147. The program must include the following key elements:

- 1) Identify key exposures (including vehicle maintenance if applicable) and develop written energy control procedures for each piece of equipment. Similar equipment may be able to use the same set of procedures. The procedures must outline specific sources of uncontrolled energy, sequential steps that outline how employees will implement energy controls, and the appropriate steps to safely restore the equipment to normal operating condition for each task;
- 2) Employee training overview. Outline the training of authorized and affected persons and reference training rosters and content used to provide this worksite specific training;
- 3) Outline the procedure used to complete periodic (minimum annual) self-inspection of the program. This should address who completes the self-inspection, its frequency and the method used to complete it and how this information is retained by the employer and used for program improvement. A checklist may be used to complete this process.



NO JUNE 2018
TAG TRAINING
TR

Our service visits are designed to assist you in your loss control efforts. We do not assume responsibility for the discovery or elimination of all hazards which could possibly cause accidents or losses. Recommendations are developed from the conditions observed at the time of the survey and may not include every possible cause of loss. Compliance with these recommendations does not guarantee the fulfillment of your obligation under local, state, or federal laws or regulations. When recommendations have been completed, please let us know. Note: all "High Priority" recommendations must be completed prior to being considered for a PACIF Equipment Grant "award".

Windham Selectboard
5976 Windham Hill Road
Windham, VT 05359

January 11, 2019

Wren Watts and Kermit Blackwood
1397 Burbee Pond Road
Windham, VT 05359

Dear Ms. Watts and Mr. Blackwood:

Re: Animals loose on the road

At a recent meeting, it came to the attention of the Selectboard that there is a potentially unsafe situation regarding some of the animals on your property.

Several people cited numerous incidents of animals of all sorts being loose on the road. That's unfortunate, as they pose a safety risk, not only to themselves, but also to passing vehicles and pedestrians.

While the town cannot regulate most of the animals mentioned to us, we would like to draw your attention to the enclosed copy of the Windham Vicious Dog Ordinance. You will note that it provides for the leashing and licensing of dogs. We ask that you please adhere to the terms of this Ordinance, as far as your dog(s) is concerned.

As for the other animals, again, we cannot regulate what you do with them, but please, for their own safety, as well as the safety of drivers and pedestrians on Burbee Pond Road, we ask that you corral the animals in a safe and secure environment.

Best wishes for a Happy New Year.

Sincerely,

A handwritten signature in cursive script that reads "Maureen Bell".

Maureen Bell, Chair

Encl.

WARNING

For the Regular Annual Meeting & Town School District
Windham, Vermont
March 5th 2019

Town Meeting

The legal voters of the Town of Windham are hereby notified and warned to meet at the Town Hall in Windham, Vermont on Tuesday March 5th 2019 at 10:00 a.m. to act on the following articles:

Article 1: To elect a Town Moderator for the year ensuing

Article 2: To elect a School Moderator for the year ensuing.

Article 3: To see if voters will accept the Town Report prepared by the Auditors.

Article 4: To elect the following Town Officers:

<u>Office</u>	<u>Term</u>
Selectman	3 years
Selectman	2 years
Treasurer	3 years
Lister	3 years
Auditor	3 years
Delinquent Tax Collector	1 year
Grand Juror	1 year
Town Agent	1 year
Windham Center Cemetery Commissioner	5 years
West Windham Cemetery Commissioner	5 years
North Windham Cemetery Commissioner	5 years
Library Trustee	5 years
Windham School Director	3 years

Town School District Meeting

Article 5: Shall the voters pay a salary of \$2,250.00 (\$750.00 each) to the School Directors for FY 2019 - 2020

Article 6: Shall the voters authorize the School Directors to expend \$450,039 to defray the expenses of the Windham Elementary School for the FY 2019 - 2020 school year?

Town Meeting Resumed

Article 7: Shall the voters authorize the Town Treasurer to collect current taxes?

Article 8: Shall the Voters appropriate \$180,556 for the General Fund?

Voted 2018 \$184,994

Article 9: Shall the voters appropriate \$497,084 for winter and summer roads?

Voted 2018 \$398,338

Article 10: Shall the voters appropriate \$90,000 for repaving and \$15,000 for the bridges and large structures fund?

Voted 2018 \$60,000 repaving - \$15,000 bridges/large structures

Article 11: Shall the voters appropriate \$60,000 for the established New Road Machinery Fund?

Article 12: Shall the voters of the Town of Windham make the property owned by the Windham Volunteer Fire and Rescue Company Inc. be tax exempt for the 3 year period from April 1st 2019 to March 31, 2022?

Article 13: Shall the voters appropriate \$300.00 for the Collaborative which promotes the development of a healthy involved community supporting substance free youth in a caring environment.

Article 14: To transact any other business that may legally come before this meeting.

Dated at Windham, Vermont this 21st day of January 2019.

Windham School Directors

Windham Select Board

Carolyn Partridge

Maureen Bell

Beth McDonald

Kord Scott

Antje Ruppert

Robert Kehoe

Received for Record and Posting
Windham Vermont, Town Clerk's Office
January 2019, at o'clock
Recorded Town Record Book on Page

Attest: _____
Michael McLaine Town Clerk