

Wallingford Selectboard Meeting  
Minutes  
January 3, 2018

Selectboard Members Present: Bill Brooks, Gary Fredette, Rose Regula, Nelson Tift and Mark Tessier.

Others Present: Julie Sharon, Sandi Switzer, Phil Baker, Steve Lanfear, Stephen Benard, Lisa Wright and Chip Gottlieb.

Chair B. Brooks called the regular meeting to order at 6:30 p.m. at Wallingford Town Hall.

**Agenda Amendments.** Agenda addition of Revised Cama Disaster Recovery Agreement and Executive Session for a Personnel Issue.

**Minutes.** G. Fredette made a motion that was seconded by N. Tift to approve the Minutes of the Selectboard meeting on December 18, 2017. Motion carried (5-0).

**Pay Orders.** G. Fredette made a motion that was seconded by N. Tift to approve pay orders totaling \$76,587.53. Motion carried (5-0).

**Road Commissioner's Report.** Road Foreman Steve Lanfear said he completed a number of repairs to the Ford 550. He indicated the vehicle had 70,000 miles on it and the original clutch, but he said he thought it would last another year.

G. Fredette asked when the radar speed sign would be installed. He said the school and an anonymous donor had helped pay for it and he said he would like to see it operating. S. Lanfear said it would be installed the week of January 8<sup>th</sup>.

B. Brooks said he heard a concern about ice on Homerstone Road near Al's Auction Barn and he heard a culvert was plugged. S. Lanfear said that culvert needed to be replaced and he would inspect it Tuesday.

G. Fredette asked about the condition of all the highway equipment. S. Lanfear said all equipment was in good shape. He said grader repairs would be completed in the spring, the backhoe was in good condition, and the loader had 10,000 hours on it, but he said it was in decent shape. He said he was concerned about the condition of the one-ton.

Road Commissioner Phil Baker said he found a plow frame to install on the grader, found brand new tire chains at the town garage and purchased a tow chain.

There was a brief discussion about utilizing the \$10,000 in the FY'18 budget to purchase a used SUV for errands and light duty.

**Public Comments.** Chip Gottlieb asked about the status of the Haven Hill Road security self-storage application. He said he read the VLCT attorney's opinion regarding the Development Review Board's right to place the application on hold.

B. Brooks said the applicant confirmed with him his intention not to revisit the matter. He said he suggested the Pike property as an alternate location.

Mr. Gottlieb said he was not comfortable with the zoning administrator's role in the application even though he had recused himself.

**FY'19 Budget.** B. Brooks reviewed Rutland County Sheriff Stephen Benard's quotes of \$56,160 for 30 hours of patrols for one year and \$72,800 for 40 hours of patrol for a year. B. Brooks indicated the town wanted to maintain RCSD coverage and he said there may be fewer constable patrols after the departure of Jerry Tift in March.

B. Brooks stressed to the sheriff the town wanted tickets and not warnings issued to motorists violating the speed ordinance. N. Tift said more than half the ticket revenue in December came from Jerry's tickets.

The sheriff said Deputy Justin Cram was assigned to the town and was adept at speed enforcement. An extensive discussion ensued regarding hours of law enforcement coverage for FY'19.

Assessor Lisa Wright presented her budget totaling \$23,960 with a requested \$60 per hour assessor and reappraisal rate. She recommended not funding the reappraisal line item in FY'19. Ms. Wright further requested her assessor and reappraisal rates for FY'18 be increased from \$45 to \$50 per hour.

There was a discussion regarding the hourly rate established in the reappraisal contract.

**FY'19 Revenue.** After an additional discussion regarding law enforcement coverage, B. Brooks made a motion that was seconded by N. Tift to budget for 30 hours of RCSD patrols each week starting July 1 for a total of \$56,160. Motion carried (5-0).

Revenue line# 4503 Ordinances was set at \$15,000.

**Executive Session.** G. Fredette made a motion that was seconded by B. Brooks to enter executive session at 8:07 p.m. for a personnel matter with Town Clerk and Treasurer Julie Sharon and Town Administrator Sandi Switzer asked to be included. Motion carried (5-0).

The board emerged from executive session at 8:16 p.m. with no action taken.

**FY'19 Administration.** B. Brooks said he was in favor of 3% employee raises for the town administrator, the town clerk and treasurer, the road crew, the assistant town clerks and transfer station employees. He noted the zoning administrator had requested his

salary and expenses be level-funded. The board directed the town administrator to budget raises accordingly.

The board engaged in a discussion regarding the need for a third fulltime road crew member. Both the road foreman and the road commissioner supported hiring a third employee. Board members agreed and increased line#5006 Road Crew Salaries to \$123,900. Road commissioner, delinquent tax collector and fire warden line items were level-funded.

**FY'19 Insurance.** Town Administrator Sandi Switzer said the insurance budget could be level funded due to VLCT insurance credits. However, the addition of a third fulltime road crew member would impact the insurance budget. After some discussion, the board added \$16,500 to line#5025 for a total of \$129,500.

FY'19 Highway budget was revisited. Mr. Lanfear said he would like to replace the 2008 Ford 550. Mr. Baker said the town could get \$7500 as a trade-in for the Ford. He said the town owned the sander so he would not need to purchase another one. Board members agreed the \$10,000 budgeted in FY'18 would be used to purchase an SUV for errands and light duty. They further budgeted \$25,000 for the initial payment of a vehicle to replace the Ford 550 with another one-ton. Mr. Baker said he would obtain several estimates.

**Rutland Regional Chamber of Commerce Marketing Initiative.** At Rutland Regional Chamber of Commerce's Executive Director Mary Cohen's request, M. Tessier made a motion that was seconded by R. Regula to place an item on the March ballot asking voters to approve \$2079 for a regional marketing initiative. Motion carried (4-1). N. Tift voted in the minority.

B. Brooks said RRCC could provide brochures explaining the initiative to voters or be present in the lobby at Town Meeting to answer questions.

**NCER Contract Extension.** M. Tessier made a motion that was seconded by G. Fredette to extend NCER's electronic waste agreement for another year. Motion carried (5-0).

**Selectboard Comments/Concerns.** None.

**CAMA Disaster Recovery Agreement.** B. Brooks made a motion that was seconded by M. Tessier authorizing the board chairman to sign a revised agreement with NEMRC to include Grand List and Tax Administration recovery at a cost of \$618 annually. Motion carried (5-0).

**Other Business.** N. Tift said the town would be keeping a close eye on ticket revenues as the time approaches for entering into a new agreement with RCSD.

The board reviewed and approved the Selectboard Report for the annual Town Report. After some discussion, the board approved the annual Town Report dedication.

A discussion ensued regarding Assessor Lisa Wright's hourly assessor and reappraisal rates for FY'18 and FY'19. By consensus, the board agreed to a \$50 per hour rate for FY'18 and \$60 per hour for FY'19.

The board directed the town administrator to draft a reappraisal contract addendum to be signed by the assessor indicating the new hourly rate shall not result in exceeding the contract threshold of \$70,800 by 10 percent.

Meeting adjourned at 9:40 p.m.

Date Approved: 01/15/18

Sandi Switzer, Town Administrator