

Wallingford Selectboard Meeting
Minutes
August 5, 2019

Selectboard Members Present: Bruce Duchesne, John McClallen, Patricia Pranger, Rose Regula and Nelson Tift.

Others present: Julie Sharon, Sandi Switzer, Phil Baker, Steve Lanfear, Ed Bove, Lisa Williams, Judy Edmunds, Lynn Edmunds, Alaina Kennedy, Deb Scranton, Marc Pramuk, Carol Macleod, Lynn Brown, Kevin Brown, Gary Fredette and Ralph Nimitz.

Chair N. Tift called the meeting to order at 6:30 p.m. at Town Hall.

Agenda Amendments. None.

Minutes. R. Regula made a motion that was seconded by B. Duchesne to approve the 07/15/19 Minutes. Motion carried (5-0).

Pay Orders. R. Regula made a motion that was seconded by N. Tift approving the pay order total of \$23,738.16 after \$80 was added for the summer camp field trip to Wonderfeet. Motion carried (5-0).

Road Commissioner Report. Road Commissioner Phil Baker said the road crew had been grading roads and repairing the loader.

He said FEMA wanted the Town to secure multiple estimates for the Van Wyck Bridge project despite receiving no bids during the formal bid process. He said FEMA and state Department of Public Safety's Kim Canarecci instructed the Town to make a formal request to change the Scope of Work featuring plans drafted by state Agency of Natural Resources' Josh Carvajal. Resident Gary Fredette asked whether the Town could use a portion of the Creek Road Bridge fund for Van Wyck Bridge repairs. Town Clerk and Treasurer Julie Sharon said she would research whether voters approved a separate Town Meeting article related to the structure. J. McClallen said the Town would need to develop a reimbursement plan if Creek Road Bridge money was used. Mr. Fredette then requested a railing and reflectors be installed on Van Wyck Bridge as a temporary safety measure. Town Administrator Sandi Switzer said the Town had already received FEMA's \$19,154 in FY'19 and those funds would have to be repaid if the Town did not complete the Van Wyck Bridge project. By consensus, the Board authorized N. Tift to sign a letter addressed to Kim Canarecci requesting approval for a change in the Van Wyck Bridge Scope of Work. Town Administrator Sandi Switzer stressed FEMA wanted multiple estimates before proceeding with the bridge repairs.

Alaina Kennedy requested reimbursement for damage to her vehicle she said was sustained on East Street during road grading on July 31. She presented material samples and images to the Board. Mr. Baker said the material was road base and not rocks or

gravel installed by the highway department. By consensus, the Board referred the matter to Vermont Leagues of Cities and Towns.

There was a brief discussion about purchasing a loader and/or a tractor/excavator for the highway department. B. Duchesne recommended the Town develop a plan and budget for capital improvements. N. Tift said for too many years the Board level-funded budgets and delayed spending. By consensus, the Board agreed the road commissioner should seek bids for a loader and a tractor/excavator.

Road Foreman Steve Lanfear said he reviewed VTrans Route 7 signage project slated for 2020 and had no recommendations.

Mr. Baker said Pike Industries would be paving in Town in a couple of weeks.

Public Comments. None.

Zoning Notice. By consensus, the Board approved a Zoning Update Notice drafted by the planning commission alerting residents to a deadline for comments related to the industrial districts.

Municipal Planning Grant. Rutland Regional Planning Commission Executive Director Ed Bove said VMS Construction would begin structural improvements on the Wallingford Block in a few weeks as part of the state Municipal Planning Grant awarded to the Town. He agreed to take “before” and “after” photographs and submit a status report to the online state Municipal Planning Grant portal as required. By consensus, the Board authorized N. Tift to sign the agreement with Sellers Treyball for engineering services. The Board agreed to wait on approval for the BMA Associates agreement until the contractor submits an insurance certificate.

There was a brief discussion regarding Mr. Bove signing the agreement drafted by Town Attorney Gary Kupferer related to RRPC’s administration of the Municipal Planning Grant. Mr. Bove said RRPC was not responsible for Attachment C. By consensus, the board agreed Mr. Bove could include a special note on the agreement to that effect and N. Tift would initial it.

Public Comments. None.

Stan Taylor Property. R. Regula provided an overview of the meeting she attended along with B. Duchesne and Joyce Barbieri with Tinmouth officials related to the Stan Taylor property and town line boundary. There was a discussion regarding whether to pay for a survey or hire an attorney.

P. Pranger made a motion that was seconded by R. Regula to leave the Grand List as it is regarding the Taylor property. Motion carried (5-0).

Lidstone Lane. Kevin Brown presented property maps of Lidstone Lane and questioned whether the section connecting Haven Hill Road had ever been discontinued. He said he wanted to clear some brush along the stone wall and wanted to be sure it was in the right of way. S. Switzer said state property mappers Sara Moulton and Johnathan Croft along with Right of Way Section Chief Jeff Blanchard were researching the matter and needed more time to determine whether the state ever relinquished that section, which was formerly Route 7. N. Tift said the Board would have to wait for more information from the state to determine the status.

Conservation Commission Funds. Conservation Commission's Marc Pramuk requested an explanation of budgeted and donated funds for FY'19 and FY'18. He said unspent funds were rolled into the general fund. He noted there were stipulations on how Vermont Country Store donations based on his volunteer hours could be used. P. Pranger said the Board did not intend for donated funds to be rolled into the general fund. J. Sharon said the Selectboard agreed to carryover \$1000 from FY'18 and she said it was up to the Board to determine a course of action for \$2765 in donations from the FY'19 funds.

After further discussion. N. Tift made a motion that was seconded by R. Regula authorizing a Conservation Commission fund to be established for the \$2765 in donations. Motion carried (4-1). B. Duchesne voted in the minority.

Errors and Omissions. B. Duchesne made a motion that was seconded by P. Pranger to approve Assessor Lisa Wright's errors and omissions' request to make parcel i.d. 0062100 inactive. Motion carried (5-0).

Municipal Tax Rate. Town taxes to be raised to support the municipal budget along with approved Articles including \$1993 for Rutland Marketing Initiative, \$10,000 for a recreation director, \$89,179.12 in a Highway Sinking Fund, and \$50 for Animal Control Officer expenses total \$842,229.12. That figure divided by the Grand List total of \$2,293,007 equates to a municipal tax rate of \$0.3673. P. Pranger made a motion that was seconded by B. Duchesne to set the municipal tax rate at .3673. Motion carried (5-0).

It was noted the state Dept. of Taxes set the Homestead Education rate at \$1.5279, which is an increase of .1836 cents; and the Non-Homestead Education Rate at \$1.5455, an increase of .0932 cents. The Board requested the town clerk and treasurer include an explanation in tax bills of the state's error in the town's homestead education tax rate last year. The rate should have been \$1.4115 rather than \$1.3443, undercharging the Town \$90,000. The state is not going to recoup the difference, but it partially explains the sizable increase in the Homestead Education rate this year.

Homestead Declaration Late Filing Penalty. P. Pranger made a motion that was seconded by B. Duchesne approving assessment of Homestead Declaration late filing penalties as outlined by the state - up to a 3% penalty if the nonresidential rate is higher than the homestead education property rate and up to 8% if the nonresidential rate is

lower than the homestead education property tax rate with case by case consideration. Motion carried (5-0).

Fuel Bids. The Board reviewed a worksheet comprised of the four #2 heating oil bids submitted. B. Duchesne made a motion that was seconded by J. McClallen accepting low bidder Champlain Valley Plumbing and Heating's bid of Valero/Rutland rack plus 10 cents capped at \$2.25/gallon with payments in 30 days. Motion carried (5-0).

Assessor Contract. R. Regula made a motion that was seconded by P. Pranger authorizing board members to sign an agreement between the Town and Assessor Lisa Wright for lister work for the 2020 Grand List year at a rate of \$61.80 per hour. Motion carried (3-2). B. Duchesne and J. McClallen voted in the minority.

Main Street Café. B. Duchesne made a motion that was seconded by J. McClallen approving the Main Street Café liquor license application. Motion carried (5-0).

Employee Evaluations. B. Duchesne made a motion that was seconded by J. McClallen to approve across the board raises of 3 percent for the town clerk and treasurer, clerk/treasurer assistants, town administrator, data entry employee, zoning administrator, road crew and transfer station employees. Motion carried (5-0).

Selectboard Comments. N. Tift and B. Duchesne agreed to attend the Recreation Committee's meeting on August 12 with the recreation director.

Other Business. N. Tift noted Connie and Steve Berger will construct and install a sign at Town Hall at a cost of \$50 to alert visitors to the elevator accessed via the side entrance.

R. Regula thanked the Board for the transfer station punch card donations used for a Wallingford Rescue fundraiser.

By consensus, the Board authorized N. Tift to sign the Better Roads Grant Agreement awarding the Town \$16,137 with a \$4034.25 in-kind match for a Hartsboro Road culvert and ditching project.

The meeting adjourned at 8:42 p.m.
Sandi Switzer/Town Administrator

Date Approved: