

Wallingford Selectboard Meeting  
Minutes  
September 19, 2016

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

Others Present: Julie Sharon, Sandi Switzer, Kurtiss Houghton, Karen Williams, Nik Houghton, Nichole Houghton, Lee Houghton, Kurt Brown, Maria Garland, Cynthia Taylor-Miller, Lawrence Miller, Erika Berner and Jeff Biasuzzi.

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

**Agenda Amendments.** Town Administrator Sandi Switzer added Loan Modification Agreement to the agenda.

**Minutes.** G. Fredette made a motion that was seconded by R. Regula to approve the Minutes of the Selectboard meeting on September 6, 2016. Motion carried (4-0).

**Pay Orders.** M. Tessier made a motion that was seconded by R. Regula to approve the 09/20/16 pay orders totaling \$29,593.20 after \$1012.50 was added for Wright Appraisal Services. Motion carried (4-0).

**Road Commissioner's Report.** None.

**Public Comments.** East Street resident Lee Houghton informed the board the town should consider a consistent policy with regard to dust control on dirt roads. Mr. Houghton said too much material was put on East Street in the winter resulting in excessive dust on the road in the spring, summer and fall. He suggested adding chloride to the road right after grading in order to reduce the dust.

Kurtiss Houghton said the road crew provided two bags of chloride three weeks ago, but he said that was not enough to resolve the issue. He said residents could not open windows in the summer due to the dust.

After further discussion, the board instructed Town Administrator to notify the road foreman and road commissioner of residents' concerns and request more chloride on East Street. Lee Houghton said at least six bags were needed for his section of road as a temporary measure.

The board further agreed the road crew should develop a policy for grading roads and adding chloride.

Kurt Brown expressed concern about water runoff at his mother's property on Maple Street with regard to the Cumberland Farms' renovation project. He indicated the

existing trench would not handle the additional water from the proposed new parking lot and would exacerbate existing water issues. B. Brooks shared the Cumberland Farms' engineering plan to install a catch basin near the top of the road and a culvert and riprap along the northern end of the property. He added it would make sense to extend the culvert all the way to the Brown driveway.

**Town Garage.** The board reviewed documents from the state Agency of Natural Resources and Dept. of Environmental Conservation regarding the state statute passed in 2014 requiring floor drains that discharge to ground surface be closed. The board further reviewed an email from ANR's Darlene Autrey featuring wash water discharge and floor drain options. The board tabled the matter until Road Commissioner Phil Baker was present.

**Food Shelf.** There was a discussion regarding a request to relocate the St. Patrick's Church food shelf to Town Hall if volunteers were not available to continue running it at the church. Town Clerk and Treasurer Julie Sharon agreed to oversee the food shelf and recommended housing it in the basement with convenient access from the elevator.

After further discussion, the board by unanimous consent agreed to allow a food shelf to operate out of the Town Hall basement during hours when two employees were on duty in the Town Clerk's office. Board members expressed their appreciation to J. Sharon.

**Municipal Planning Grant.** Planning Commission Chair Erika Berner said the Town Plan update must be completed by 2018. She said a Municipal Planning Grant in the amount of \$8000 with no local match was available for the project.

After further discussion, G. Fredette made a motion that was seconded by M. Tessier to adopt a resolution as the first step toward the grant application. Motion carried (4-0).

Ms. Berner said the planning commission was having a difficult time maintaining a quorum with only four active members.

**Prudential Committee Appointment.** The board reviewed a letter from the Prudential Committee recommending Charlie Gauthier fill a vacant post.

G. Fredette made a motion that was seconded by M. Tessier to appoint Charlie Gauthier to the seat. There was a discussion regarding whether Charlie recused himself from fire department discussions and votes.

G. Fredette agreed to withdraw his motion until the Selectboard receives an answer to that question. M. Tessier agreed to withdraw his second to the motion.

M. Tessier made a motion that was seconded by G. Fredette to table the matter until the October 3 meeting. Motion carried (4-0). The board directed S. Switzer to ask Fire District 1 clerk Maureen Duchesne about the recusal issue.

**Public Comments.** Zoning Administrator Jeff Biasuzzi arrived at the meeting. He offered an update on the Witham property on Route 103. He indicated state Dept. of Environmental Conservation enforcement officer Patrick Lowkes recommended the legal department file a Notice of Violation. Mr. Biasuzzi further reported Health Officer Trish Nash had recommended a course of action in regard to a Sugar Hill Road odor complaint.

**Selectboard Comments.** B. Brooks expressed his support for the Energy Committee's grant application for a Button Up Workshop and a series of energy audits that was submitted to Efficiency Vermont earlier this month.

**Other Business.** The board discussed Years of Service related to benefits/vacation days/time-off for the Town Administrator/Assistant Clerk. M. Tessier made a motion that was seconded by G. Fredette indicating years of service total 1.5 years. Motion carried (4-0).

The board reviewed the 2010 inventory of municipal catch basins. S. Switzer noted catch basins would have to be cleaned annually as part of the Municipal General Roads Permit. She asked whether the list was up-to-date? B. Brooks responded there may be an additional catch basin near Cumberland Farms once the renovation project was completed.

The board by unanimous consent agreed the Natural Resources Board should email Act 250 notices to the Town Administrator to be forwarded to the Planning Commission.

The board reviewed two estimates provided by Sue Horner, who claimed her vehicle was damaged by a gate at the Meadow Street ballfield. S. Switzer indicated she would forward the estimates to Vermont League of Cities and Towns. She noted she had already sent VLCT the insurance certificate provided by Art Peterson for flag football since Ms. Horner was dropping off her grandson at the ballfield for that event.

**Loan Modification Agreement.** J. Sharon requested the board approve a Vermont State Infrastructure Bank Note Modification Agreement to amend the annual Route 140W bridge loan payment due dates from July 31 to September 30. G. Fredette made a motion that was seconded by M. Tessier authorizing the board chair to sign the agreement. Motion carried (4-0).

The meeting adjourned at 7:42 p.m.

Date Approved: 10/03/16

Sandi Switzer, Town Administrator