

Wallingford Selectboard Meeting
Minutes
March 16, 2015

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

Others Present: Julie Sharon, Sandi Switzer, Phil Baker, Jamie Duggans, Doug Rife, Ralph Nimitz and Joyce Barbieri

Town Administrator Sandi Switzer called the reorganizational meeting to order at Town Hall at 6:30 p.m. S. Switzer asked for nominations for board chairman. B. Brooks nominated N. Tift Nelson; R. Regula seconded the nomination. There were no other nominations. The motion was approved (3-0). N. Tift did not vote.

N. Tift then asked for nominations for vice chair. M. Tessier nominated B. Brooks; R. Regula seconded the nomination. Motion carried (3-0). B. Brooks did not vote.

By consensus, the board agreed to designate the Rutland Herald as the newspaper of record. Board members agreed by consensus to hold meetings the first and third Mondays of each month at 6:30 p.m. at Town Hall. The board further agreed Roberts Rules of Order would be followed at meetings with an allowance for consensus decision-making when members were in unanimous agreement.

Agenda Amendments. There were no agenda amendments.

Minutes. M. Tessier made a motion that was seconded by R. Regula to approve the Minutes of the March 2, 2015 meeting. Motion carried (3-0). B. Brooks did not vote because he was not on the board for that meeting.

B. Brooks made a motion that was seconded by R. Regula to approve the Annual Meeting Minutes of March 2, 2015. Motion carried (4-0).

Selectboard Orders. M. Tessier made a motion that was seconded by B. Brooks to approve pay orders totaling \$19,150.44. Motion carried (4-0).

Road Commissioner's Report. Road Commissioner Phil Baker said the town was running low on sand and would need to order more. He said the road crew would be working on installing a roof over the above ground diesel tank at the town garage to meet state requirements.

Mr. Baker said a Network Inventory would need to be completed in order to reduce the town's match for state paving grants from 20% to 10%.

N. Tift said the town should purchase a laptop computer and software to complete the Network Inventory. Town Clerk and Treasurer Julie Sharon said there were funds in the budget to cover the expenditures.

N. Tift made a motion that was seconded by B. Brooks to approve the purchase of a laptop computer and spending \$150 on the necessary software. Motion carried (4-0). N. Tift recommended purchasing the items prior to the April 15 training offered by Rutland Regional Planning Commission related to the Network Inventory.

Mr. Baker said he did not have the chance to gather the necessary information for the state paving grant application for Route 140W and Creek Road, but he said he would have the information by the April 6 meeting.

There was some discussion regarding Sarah Green's request for a sign near a section of Ice Bed and Hartsboro Roads to warn motorists of pedestrians crossing the street. Mr. Baker said brush needed to be cut back in that area so a Slow sign was more visible. He also said he would look at her stonewall to check for any road plow damage once the snow melts.

M. Tessier noted a complaint about a plugged culvert on High Street near Michelle Weeks house. N. Tift mentioned flooding issues near Meadow Street and Route 140W. Mr. Baker suggested installing a drain to Otter Creek. He also mentioned a frozen manhole on Hull Avenue.

S. Switzer said there was a large pothole rounding School Street and Route 7. Mr. Baker said he would have the road crew apply some cold patch to the pothole.

There was a lengthy discussion regarding road crew overtime and whether the town should limit the number of consecutive hours a member of the road crew should be operating a municipal vehicle without rest. The board agreed to revisit the matter in the fall and work out a system with the road crew that would spread out the overtime hours more evenly among the employees and reduce the long hours for safety reasons.

AT&T Cell Tower Proposal for Town Hall. Doug Rife from Smartlink, the business overseeing cell tower operations for AT&T, was in attendance to provide an overview of a proposal to replace the Town Hall cupola to fit a third antenna in the clock tower. Mr. Rife provided the board with photo simulations of the new cupola as well as fiberglass material samples. He said AT&T was aware of the historic significance of the building and would work with local, regional and state officials to address concerns.

Jamie Duggans from the state Division of Historic Preservation said he had reviewed the proposed plans. He said the building was listed on the National Register for Historic Places and the structure was located in the historic district. He cautioned that removing historic materials could be considered an adverse effect on the building. He said he was not in support of the proposal as it stands. He said replacing slate and bricks with

fiberglass was not “like for like” materials. He noted if the town were to pursue the project, it could trigger a federal inquiry and removal from the Historic Register.

Ralph Nimitz said he had been the architect for several Town Hall projects over the past 15 years. He said the community had always made a great effort to comply with historic preservation. He said Town Hall was a gem of a building and he did not want to see the cupola replaced with a replica.

M. Tessier questioned what benefits the town would receive from AT&T’s proposal. Mr. Rife said he would ask the company to provide a response.

The board agreed to post an item regarding AT&T’s proposal on Front Porch Forum to gather local feedback.

2015 Liquor Licenses. B. Brooks made a motion to approve liquor licenses for Victorian Inn, Wallingford Country Store and Deli, Sherman V. Allen, and Cumberland Farms. The motion was seconded by R. Regula. Motion carried (4-0).

Approval for a liquor license for Three Guy Pie, Inc. was tabled due to an incomplete application.

2015 Bridges and Roads Standards. B. Brooks made a motion to sign the Bridges and Roads Standards adopted by the Selectboard in March of 2013; M. Tessier seconded the motion. Motion carried (4-0).

2015 Annual Financial Plan. R. Regula made a motion to approve and sign the Annual Financial Plan. M. Tessier seconded the motion. Motion carried (4-0).

Catamount Electric. The board tabled action on this item until the next meeting.

Annual Appointments. B. Brooks made a motion that was seconded by M. Tessier to reappoint all volunteers whose terms expired along with Suzanne Dafni and Trisha Nash as town representatives to the Vermont State Police Community Advisory Board for one-year terms, Trisha Nash to the Conservation Commission for a three-year term, Mike and Joyce McMahon to the Conservation Commission for three-year terms with Mike serving as the voting member, and Bruce Dobbins to the Planning Commission for a three-year term. Motion carried (4-0).

B. Brooks said he would no longer be serving as the Rutland Regional Planning Commission representative. The board instructed the town administrator to ask Mr. Dobbins if he was interested in the post.

Security Policy Annual Review. Pursuant to the Security Policy in the Employee Handbook, the Selectboard reviewed the list of all persons who have keys to Town Hall. B. Brooks made a motion that was seconded by R. Regula to approve the list. Motion carried (4-0).

Mitchell Road Request. The board reviewed Frank Chapman's request to operate a bulldozer on Mitchell Road to perform maintenance on his properties.

By unanimous consent, the board agreed to the same stipulations offered to Mr. Chapman at the May 19, 2014 meeting. Stipulations included: requiring a 30-day notice to abutters regarding the date the bulldozer would access the trail, restricting the bulldozer to one round trip into the Chapman properties, limiting access between the hours of 9 a.m. and 5 p.m., requiring advance proof of liability insurance, repairs to any damaged properties, and restricting bulldozer access to the southern entrance of the Frederick property. The board indicated the town's permission would note no improvements shall be made to Mitchell Road and Mr. Chapman was to notify the U. S. Forest Service of his plans.

Bulk Mail Permit Request. B. Brooks made a motion that was seconded by M. Tessier to approve Fire District #1's request to use the town's bulk mail permit to distribute annual reports. Motion carried (4-0).

Other Business/Announcements. M. Tessier asked whether Town Constable Jerry Tift had communication with the state dispatch system while on duty. N. Tift responded in the affirmative. He said the Vermont State Police had urged the constable not to overuse the system.

N. Tift said there was no additional fee to use the dispatch system and he had directed the constable to call in all stops.

S. Switzer said the Recreation Committee would like to know the recreation director hourly wage before they started conducting interviews. The board agreed the salary would be the same as last year at \$15 an hour. The board directed the town administrator to inquire whether the summer recreation program could use the Rotary Building since WES is unavailable due to construction.

The board by unanimous consent appointed Gary Fredette to serve on the Scholarship Committee.

M. Tessier made a motion that was approved by B. Brooks to accept the Recreation Committee's recommendation regarding the 20'X24' size, location and design of a pavilion at Elfin Lake. Motion carried (4-0).

By unanimous consent, the board declined a request to send Bill Lohsen a letter regarding town actions related to noise and safety complaints at his Hartsboro Road properties. They indicated board actions were detailed in meeting Minutes available to the public.

N. Tift agreed to represent the town at the Development Review Board hearing on March 19.

There were no suggestions for items needing to be purchased as part of the Vermont Equipment Grant.

The meeting adjourned at 8:45 p.m.

Date Approved: 04/06/15

Sandi Switzer, Town Administrator