

Wallingford Selectboard Meeting  
Minutes  
March 18, 2019

Selectboard Members Present: Bruce Duchesne, Gary Fredette, John McClallen, Rose Regula and Nelson Tift.

Others present: Julie Sharon, Sandi Switzer, Phil Baker, Steve Lanfear, Michael McMahon, Mark Barone, Bill Lohsen, Joyce Barbieri, Lynn Edmunds, Lisa Williams, Chris Dunigan, Connie Berger, Steve Berger, Ed Bove, Bill Brooks, Michelle Kenny, Jim Regula, Jeff Biasuzzi, Jill Burkett, and Erika Berner.

Town Administrator Sandi Switzer called the reorganizational meeting to order at 6:30 p.m. at Town Hall.

**Selectboard Reorganization.** S. Switzer conducted nominations for Board chair. R. Regula nominated N. Tift as chair and J. McClallen seconded the nomination. There were no other nominations. The nomination of N. Tift as chair was approved (3-0). G. Fredette and N. Tift abstained.

N. Tift made a motion that was seconded by R. Regula tabling nominations for vice chair. Motion carried (4-0). G. Fredette abstained.

B. Duchesne made a motion that was seconded by N. Tift designating the Rutland Herald as the official newspaper for the publication of legal notices and setting the regular Selectboard meetings on the 1st and 3rd Monday of each month starting at 6:30 p.m. at Wallingford Town Hall. Motion carried (4-0). G. Fredette abstained.

R. Regula made a motion that was seconded by J. McClallen to follow Rules of Procedure and Consensus to govern meetings. Motion carried (4-0). G. Fredette abstained.

**Agenda Amendments.** S. Switzer said Thomas Hand was unavailable and asked to delete the Solar Subscription proposal from the agenda. By consensus the Board agreed.

**Minutes.** G. Fredette made a motion that was seconded by R. Regula to approve the 03/04/19 Minutes. Motion carried (3-0). B. Duchesne and J. McClallen abstained as they were not at that meeting.

**Pay Orders.** R. Regula made a motion that was seconded by J. McClallen approving the pay order total of \$51,199.57 after \$970.52 was added for Slate Valley Electric and \$18 was added for Initial Ideas. Motion carried (4-0). G. Fredette abstained.

**Selectboard Resignation.** G. Fredette handed in his formal resignation from the Selectboard. He said it had been a "privilege" to serve the citizens of the Town of

Wallingford as a member of the Selectboard and he thanked residents for their support over the past several years.

B. Duchesne made a motion that was seconded by R. Regula to accept the resignation. Motion carried (4-0).

N. Tift announced the Town had received two letters of interest – Bill Brooks and Pat Pranger - for the Selectboard seat.

By consensus, the Board agreed to make the appointment at the April 1 meeting. The Board also agreed to post a Notice of Vacancy.

**Road Commissioner Report.** Road Commissioner Phil Baker expressed his frustration that citizens had posted what he characterized as inaccurate comments on Front Porch Forum blaming log trucks for damaging West Hill Road. He said not one citizen had called him directly with any complaints. Mr. Baker said he drove a log truck on West Hill Road on Sunday morning when the road was still cold and hard. He said no damage was done to the road and he added Road Foreman Steve Lanfear could verify his statement. He said citizens should contact either the road foreman or road commissioner with complaints before posting items on social media or Front Porch Forum.

Mr. Baker said he anticipated the mud season would be one of the worst the Town experienced in years. He expected conditions to get worse before they got better, but he added the road crew was working hard every day to maintain roads. He said people who wanted to be reimbursed for vehicle damage due to road conditions would be disappointed. He added loggers had the right to use roads during cold weather hours even if the towns posted roads during mud season.

Road Foreman Steve Lanfear said he was unsure when the 2014 Kenworth would be repaired and he was waiting for the parts.

R. Regula asked about the South Hartsboro Road rail crossing improvement project this spring. Mr. Baker responded the Town promised to provide the culvert but not the labor.

**Municipal Planning Grant.** Michelle Kenny introduced herself and provided the Board with a brief overview of the Municipal Planning Grant awarded to the Town in support of her Wallingford Block rehabilitation efforts. Rutland Regional Planning Commission Executive Director Ed Bove provided a summary of the Request for Proposal process related to the grant. He said procurement requirements called for a formal bid process for the construction piece, which he said was over \$10,000. Mr. Bove said the two other pieces – the structural engineer and architectural engineer projects – required a minimum of two quotes each.

There was a discussion regarding the Town's securing a grant for a private property owner. Mr. Bove said MPG representatives thought the project would benefit the entire

Town with a streetscape plan and an economic development boost and, therefore, awarded the funds to the Town.

Ms. Kenny added it was a competitive grant with an extensive application process. She added she purchased the landmark building in order to improve the four corners area for the benefit of the town.

After a further question and answer period, the Board by consensus approved the three Requests for Proposals with the instruction to add “not to exceed amounts” on each document.

S. Switzer asked about an agreement between the Town and Ms. Kenny for the required local match of \$2200. The Board by consensus directed the town administrator to forward a draft agreement to the Town’s attorney for review and revisit the matter at the April 1 meeting.

Mr. Bove explained RRPC was also working with the Town on a road erosion inventory as required by the State, Grants-in-Aid projects that brought approximately \$25,000 to the Town for ditching work on Haven Hill Road and Sugar Hill Road (to be completed this spring).

**Public Comments.** Lynn Edmunds said the committees formed as a result of the Vermont Council on Rural Development Community Visit – the Economic Development Committee and the Communication/Events group - were not Town sanctioned groups. He asked the Board to consider that information during the reappointment process.

Mark Barone asked whether the Town would consider waiving fines levied on the Generess family on Prospect Street for violation of the junk ordinance if they agreed to allow the fire department to remove and use the junk cars for fire training purposes. N. Tift said it would be the fire department’s responsibility to obtain the appropriate titles, which he said could be tied up in probate court. The Board by consensus agreed to waive fines after vehicles were donated.

**Stan Taylor Property.** Joyce Barbieri explained the history of the Stan Taylor property and house location matter to the Board. She said the land had been in the Town of Wallingford since 1793 and the house since 1859. She explained a disagreement as to the exact location of the house – whether it was in Wallingford or Tinmouth – had surfaced a number of times over the last several decades. She said it became an issue once again during Wallingford’s latest reappraisal. It was noted the land, tennis court and pond were removed from the grand list as part of an errors and omissions process at a Selectboard meeting in August of 2017.

N. Tift said former Selectboard member Bill Brooks had been negotiating with Tinmouth Selectboard Chair Frank Sears in an attempt to resolve the house location matter. After further discussion, B. Duchesne made a motion that was seconded by R. Regula directing Assessor Lisa Wright to rescind the errors and omissions actions taken at the

August 7, 2017 meeting and add the house, tennis court and pond value to the grand list then notify the Town of Tinmouth. Motion carried (4-0).

**Zoning Revisions.** There was an extensive discussion involving Planning Commission Chair Erika Berner, Planning Commission member Jill Burkett, Zoning Administrator Jeff Biasuzzi, Michael McMahon, RRPC's Ed Bove, Joyce Barbieri and the Selectboard regarding action needed to resolve any discrepancies in the South Wallingford and East Wallingford industrial district maps and narratives. Board members heard disputing opinions as to when and how the discrepancies occurred. The issue of the Planning Commission sending letters to residents in the zoning districts in question was raised. However after further discussion, the matter was tabled by consensus.

**Wallingford Day.** Maria French provided the Selectboard with drafts of two grant applications for funds to offset the cost of Wallingford Day on July 20. The application for the Spark grant seeking \$2500 in funds was due March 19. The Hills and Hollows grant had rolling submissions. Ms. French requested permission to list the Town as fiscal sponsor with responsibility for all grant requirements, including maintaining records and control over funds. After further discussion, R. Regula made a motion that was seconded by J. McClallen to approve submission of the Spark grant application as written with the Town as fiscal sponsor. Motion carried (4-0).

**Reappointments/Appointments.** There was a discussion about the timing of the reappointment of the zoning administrator as well as requested salary. Initially, board members discussed tabling the appointment. However, Mr. Biasuzzi said there were pending applications. B. Duchesne made a motion that was seconded by J. McClallen to reappoint Mr. Biasuzzi to a three year term. Motion carried (4-0). No decision was made on the hourly rate.

Ms. Burkett noted she worked with Mr. Biasuzzi on planning and zoning matters and she said he was a "wealth of knowledge" and an "asset to the Town."

Mr. Biasuzzi noted he would like to use \$35 of the zoning training budget for an upcoming workshop. Board members by consensus agreed as long as there were funds in the budget.

Connie Berger asked why the planning commission Minutes were not available within the five day timeframe of a meeting as required by state statute. Mr. Biasuzzi said he made every effort to comply and would work on it.

R. Regula made a motion that was seconded by N. Tift to reappoint the following:

Conservation Commission Carol Macleod 3 yrs; Develop Review Board Erika Berner and Lucy Thayer 3yrs.; Dog Warden Tori Filskov 1 yr., E911 Coordinators Eric and Dale Davenport 1 yr.; Energy Committee Jay White and Doug Blodgett 3 yrs.; Planning Commission Jill Burkett and Justin Jankus 3 yrs.; Recreation Committee Eileen Tessier, Diane Baker, Bastian Auer, Michelle Kenny and Carolyn Behrendt 1 yr.; Road Commissioner Phil Baker 1 yr.; Rutland Reg. Planning Commission Rep. Erika Berner 1

yr.; RRPC Rep Alternate Ken Fredette 1 yr.; Rutland Regional Transportation Council Erika Berner 1 yr.; RRTC Alternate Ken Fredette 1yr.; Tree Warden Steve Pytlik 1 yr.; Special Police Officers Nelson and Jerry Tift, 1 yr. Motion carried (4-0).

By consensus, the Board appointed Nelson Tift and Michael McMahon to the Fire Protection Budget Committee. B. Duchesne made a motion that was seconded by N. Tift to appoint Jim Regula and Art Nemeth as Town representative and alternate to the Rutland County Solid Waste Division. Motion carried (4-0).

**Auditor.** S. Switzer said she received notifications of interest from Erika Berner and Bruce Dobbins for the auditor appointment. B. Duchesne made a motion that was seconded by J. McClallen to appoint Lynn Edmunds. Motion carried (4-0).

**Payroll Warrants.** N. Tift made a motion that was seconded by J. McClallen authorizing R. Regula to sign payroll warrants. Motion carried (4-0).

**Liquor Licenses.** The board reviewed liquor license applications for Macs, Cumberland Farms, Sal's (indoor and outdoor), Victorian Inn (indoor and outdoor), Midway Oil and Thoroughbreds. J. McClallen made a motion that was seconded by R. Regula to approve renewal of liquor license permits. Motion carried (4-0).

**Recreation Director.** Board members commented the Recreation Director job description was for a fulltime 40 hour per week person with a \$35,000 salary and \$15,000 in benefits. B. Duchesne said the job description was too general and other board members agreed it should be updated.

J. McClallen made a motion that was seconded by R. Regula to reject the job description and request it be revised to reflect a \$10,000 per year part time position. Motion carried (4-0).

S. Switzer asked if the Town should begin advertising for the post. B. Duchesne responded not until the job description was revised. J. McClallen agreed and added he would prefer the money be spent on the roads. Mr. Fredette said the will of the people at Town Meeting indicated support for the recreation director.

**Selectboard Second Meeting in April.** J. McClallen made a motion that was seconded by R. Regula to schedule the second meeting in April for the 22<sup>nd</sup> of the month. Motion carried (4-0).

**Selectboard Concerns.** R. Regula said the Minutes of the Recreation Committee's meeting on March 11 indicated there were only three members present of a seven member committee. She said that was not a quorum and they should not have taken any actions.

R. Regula noted some citizens attending weekly senior lunches favored meeting Minutes be included in monthly newsletters.

There was a discussion regarding town wide newsletter mailings and ways to reduce cost. N. Tift suggested placing notices in the upcoming newsletters and on Front Porch Forum requesting citizens contact the Town Clerk if they wanted to continue receiving the newsletter since some prefer to read it online.

**Other Business.** R. Regula made a motion that was seconded by B. Duchesne approving Slate Valley Electric's estimate of \$1090 plus shipping to purchase and install two sconces in the stairway, replace the emergency light unit in the stairway, replace a broken ballast in a second floor chandelier, and repair Taft Terrace entrance lights. Motion carried (4-0).

Mr. Biasuzzi raised the issue of trucks parking on the sidewalk in front of Cumberland Farms. He questioned why the Town did not install No Parking signs. Mr. Baker responded state transportation officials said it was up to Cumberland Farms. He suggested the business plant shrubs or install barrels on the sidewalk. Mr. Biasuzzi said he would send a letter to the Cumberland Farms' attorney with that recommendation.

The meeting adjourned at 9:08 p.m.  
Sandi Switzer, Town Administrator

Date Approved: