

Wallingford Selectboard Meeting  
Minutes  
June 6, 2016

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

Others Present: Sandi Switzer, Julie Sharon, Phil Baker, Tammy Heffernan, and Marc Pramuk

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

**Executive Session.** M. Tessier made a motion that was seconded by B. Brooks to enter Executive Session for a personnel matter. Motion carried (5-0).

The board exited Executive Session at 6:35 p.m. N. Tift made a motion that was seconded by R. Regula authorizing Town Clerk and Treasurer Julie Sharon to expend the necessary funds for a benefit package for an additional fulltime employee. Motion carried (5-0).

**Agenda Amendments.** Town Administrator Sandi Switzer added the NCER Agreement for e-waste, B. Brooks added planning commission quorum issues, and J. Sharon added Sugar Hill cemetery request.

**Minutes.** M. Tessier made a motion that was seconded by R. Regula to approve the minutes of the May 16, 2016 meeting. Motion carried (5-0).

**Pay Orders.** G. Fredette made a motion that was seconded by M. Tessier to approve pay orders totaling \$28,251.94 after \$121.50 was added for Constable Jerry Tift's invoice. Motion carried (5-0).

**Road Commissioner's Report.** Road Commissioner Phil Baker said ditching and possibly a berm would be needed above Trudy Dias' house on Nash Drive to address washouts.

He said the grader and Ford 550 needed numerous repairs. J. Sharon said there was \$1700 in the F550 budget and \$3500 in the grader budget to be spent by June 30.

G. Fredette asked whether the town could encumber funds and J. Sharon said money could be put in a CD.

Mr. Baker said paving projects this summer would include a section of Church Street, a section of Nash Drive and part of Mill Street. He said he would meet with S. Switzer to draft a bid request notice for Pike, Fuller and Wilk.

S. Switzer said road foreman Steve Lanfear wanted to know if any unspent salt and sand money could be used for this summer's paving. J. Sharon agreed any remaining funds from those line items after all invoices were paid could go toward paving.

**Winter Sand.** The board reviewed the two winter sand estimates from Pike Industries and Troy Minerals obtained by Mr. Baker. He said Fuller did not want to bid.

G. Fredette made a motion that was seconded by N. Tift to accept Pike's bid of \$6.90 per ton as recommended by the road commissioner. Motion approved (5-0).

**Town Hall Cleaning Bids.** The board reviewed the three estimates for Town Hall Cleaning services from Sara Bourn, Darcy Eddy and Ann Jarrosak.

M. Tessier made a motion that was seconded by R. Regula to accept J. Sharon's recommendation to go with Sara Bourn, the low bidder at \$50 every other week to clean town offices and \$10 once a month to clean the town garage bathroom. Motion carried (5-0).

**Financial Questionnaire.** G. Fredette made a motion that was seconded by M. Tessier accepting the annual financial questionnaire compiled by J. Sharon. Motion carried (5-0).

**Unlicensed Dogs.** G. Fredette made a motion that was seconded by M. Tessier to send letters to dog owners who failed to register pets requesting they license dogs and provide proof of rabies by June 30 or be issued civil tickets. Motion carried (5-0).

**Public Comments.** Marc Pramuk announced the Conservation Commission was awarded a \$450 grant to establish bee colonies at Stone Meadow. G. Fredette questioned whether there would be any liability on the part of the town if someone had an allergic reaction to a bee sting. The board directed S. Switzer to contact VLCT for more information.

Mr. Pramuk provided an update on Community Day slated for June 18 with exhibits, music, food, crafts, tours of municipal vehicles and the Wallingford Fire Department fire engine, guided trail walks and more.

**Florence Avenue Junk Complaint.** Tammy Heffernan requested an update on junk vehicles at 58 Florence Avenue.

S. Switzer said she spoke with Dennis Smith Estate executor Chuck McGann who indicated the six cars belonging to the estate were moved and the remaining vehicles were the responsibility of Lisa Charbonneau. S. Switzer said Mr. McGann assured her Lisa was in the process of arranging to have the vehicles moved.

There was a discussion regarding the potential of hazardous materials flowing to Roaring Brook, the dozen tires on the property, fuel drums and more.

By consensus, the board directed S. Switzer to send a letter to the Dennis Smith Estate, Lisa Charbonneau, LMS Construction and Mill River Auto informing all parties the Florence Avenue property must adhere to the town's Outdoor Storage of Junk and Junk Vehicles within 30 days or fines would be assessed.

**Junior Counselor Summer Program.** Following the recommendation of VLCT and the state Department of Labor, the board by consensus agreed junior volunteers would not be used for the summer recreation program.

**July Meeting Date.** By consensus, the board agreed to move the first meeting in July to Tuesday, July 5<sup>th</sup> at 6:30 p.m. at Town Hall.

**School Street Trees.** The board reviewed a request by Tree Warden Steve Pytlik to expend \$200 toward two mature trees to replace trees removed in the right-of-way on School Street near Tim Upton's property.

After some discussion, the matter was tabled until it could be determined whether the tree budget would not be needed for the tennis court project on Meadow Street.

**Property Map Maintenance Agreement.** N. Tift made a motion that was seconded by G. Fredette to enter into a two-year agreement with Russell Graphics for property map maintenance at a cost of \$1575 annually. Motion carried (5-0).

**Selectboard Concerns:** None.

**Other Business/Announcements.** M. Tessier made a motion that was seconded by R. Regula to sign the NCER agreement for ewaste. Motion carried (5-0).

B. Brooks made a motion that was seconded by G. Fredette to reduce the size of the planning commission from 7 to 5 members temporarily to give commissioners the ability to obtain a quorum and proceed with work on the Town Plan. Motion carried (5-0).

The board approved a request to utilize the road crew to deliver material to the Sugar Hill cemetery.

The board directed S. Switzer to respond to Dan Samson's offer to donate \$1000 toward a flashing radar sign by indicating the town would seek estimates for the sign and possibly budget for the project in the FY'18 budget.

The Selectboard agreed to continue the position of Town Service Officer with limited duties of petition the probate court as needed.

The meeting adjourned at 8:04 p.m.

Date Approved: 06/20/16

Sandi Switzer, Town Administrator