

Wallingford Selectboard Meeting  
Minutes  
January 6, 2020

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

Others present: Julie Sharon, Sandi Switzer, Phil Baker, and Erika Berner.

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

**Agenda Amendments.** None.

**Minutes.** B. Duchesne made a motion that was seconded by R. Regula to approve the 12/16/19 Minutes. Motion carried (5-0).

**Pay Orders.** P. Pranger made a motion that was seconded by R. Regula to approve the pay order total of \$114,922.93. Motion carried (5-0).

**Road Commissioner Report.** Road Commissioner Phil Baker reported the highway department had used up half the sand budget and nearly half the salt budget.

The board reviewed photographs of the Homerstone Bridge. N. Tift requested Mr. Baker inspect the underpinning. Mr. Baker agreed and he said he would discuss temporary and permanent solutions with the road foreman. Town Administrator Sandi Switzer suggested applying for a bridge grant in the spring for the full repair.

Mr. Baker requested the Board consider adding a Special Article to the Town Meeting Warning asking voters to approve raising \$110,000 in property taxes for the purchase of an excavator. A discussion ensued but no decision was made. Board members agreed to wait until they can review the final budget numbers at the next meeting.

Board members reviewed the list of recommended safety actions to be completed at the town garage, including chainsaw covers, removing personal tools, installing a drip pan below the oil tank, jersey barriers by both furnaces, replace all jacks and weight bearing devices with load rating devices, and lining the welding area.

**FY'21 Administration.** Planning Chair Erika Berner provided an overview of the budget submitted by Zoning Administrator Jeff Biasuzzi. There was a discussion regarding his \$1,500 estimate for a legal review of the draft zoning regulations. The town administrator indicated Rutland Regional Planning Commission's Ed Bove said the RRPC would review it at no cost and Vermont Leagues of Cities and Towns estimated 20 hours to review it at \$95 an hour. Ms. Berner said the RRPC review would suffice and there was no need to budget the \$1,500 for a legal review. Ms. Berner said while stipends for the Planning Commission and Development Review Board would be appreciated, she suggested removing the estimated \$2,355 from the draft budget.

The Board set the following line items: #5000 Auditors \$150; #5001 Selectboard \$5,100; #5002A-Assessor Clerk Salary \$3,200; #5002B Assessor Expenses \$7,000 (including NEMRC fees \$6,150); 5002C Property Maps \$0 – will update every other year; 5002F Reappraisal Expenses \$0; 5002G Assessor Contract \$13,000 (NEMRC estimate); #5003 Town Administrator Salary \$42,680 increases position to 38 hours per week; #5004 Zoning Administrator Salary \$5,100 increases hours due to zoning regulation updates; 5004A Zoning Expenses \$400; #5005 Town Clerk and Treasurer Salary \$50,900; #5006 Road Crew Salaries \$130,800; #5007 Road Crew Overtime \$13,400; #5008 Transfer Station Salaries \$24,600; #5009 Assistant Town Clerk Salary \$16,000; #5010 Road Commissioner \$1,500; #5012 Delinquent tax Collector Salary \$8,000; #5025 Insurances \$129,500; #5026 Fire Wardens \$200; #5041 Health Officer \$250.

Board members by consensus agreed to the following starting July 1: the hourly rate for Assistant Clerk/Treasurer and Assessor Clerk Jill Stone Teer was set at \$15.39; Steve Lanfear at \$23.19; Charlie Woods at \$20.96; Kyle Eastman at \$18.73; Jim Regula at \$15; and Art Nemeth at \$14.25.

**FY'21 Revenue.** Board members agreed to set Ordinances Fines #5403 at \$40,000; Office Rent #4505 at \$4,000; Zoning Permits #4513 at \$4,000; Transfer Station Fees #4514 at \$17,000.

R. Regula said transfer station employees would like punch card usage limited to bags of garbage. Furniture, appliances and items thrown into oversized bins would be charged according to transfer station fees. After a discussion, J. McClallen made a motion that was seconded by R. Regula to limit usage of punch cards to garbage bags with residents paying for any additional disposal fees. Motion carried (3-2). B. Duchesne and P. Pranger voted in the minority.

Other Revenue items were set as follows: #4520 8 Percent Delinquent Taxes \$8,000; #4521 1 Percent Interest on Past Due Taxes \$10,000; #4541 FEMA/ERAF \$28,000 (under estimated and \$0 under budget); #4545 Summer Recreation Program \$5,800; #4547 Elfin Lake Gate Income \$6,000; and #4548 Elfin Lake Concession Income \$2,200.

It was decided Wallingford Day income line #4554 would be set at \$14,752.83 and Wallingford Day expenses would be set at \$6,800 and moved to the Recreation budget. The Board agreed \$8,000 should be applied to the next Wallingford Day event. Recreation Program revenue line #4556 was set at \$500 (line dancing etc.).

The Board revisited the Recreation Director Salary on line #5906 and amended it to \$0. Line #5237 Vermont Council on Rural Development was set at \$100.

**Public Comments.** None.

**Recreation Committee Appointment.** By consensus, the Board appointed Trisha Nash to the Recreation Committee.

B. Duchesne made a motion that was seconded by R. Regula to reduce the Recreation Committee from a seven to a five member group. Motion carried (5-0).

**Equipment Note.** R. Regula made a motion that was seconded by P. Pranger authorizing N. Tift to sign the state Equipment Note on the 2019 Caterpillar Loader with four payments. Motion carried (5-0).

**Emergency Mutual Aid Agreement.** N. Tift said the Emergency Mutual Aid Agreement drafted by the Rutland Regional Chamber of Commerce would be at no cost to the Town and would provide the added benefit of FEMA grant eligibility for emergency equipment rentals from neighboring towns.

R. Regula made a motion that was seconded by P. Pranger authorizing N. Tift to sign the agreement. Motion carried (3-2). B. Duchesne and J. McClallen voted in the minority.

**Selectboard Concerns.** B. Duchesne asked about the status of the Wallingford Block project. S. Switzer responded she had contacted Michelle Kenny last week requesting “before” and “after” photographs documenting the project and was informed by Ms. Kenny’s contractor, Vic Shappy, the work was nearly completed.

**Other Business.** B. Duchesne made a motion that was seconded by P. Pranger to accept Jay Kenlan’s resignation as Town Moderator with regrets. Motion carried (5-0).

It was noted Mr. Kenlan had moved out of town and could not serve as moderator.

The Board suggested Robert Soule or Tammy Heffernan as possible appointments.

Board members reviewed an email and draft resolution from Gwynn Zakov of Vermont League of Cities and Towns related to the commercial cannabis marketplace. No action was taken.

The meeting adjourned at 9:23 p.m.  
Sandi Switzer/Town Administrator

Date Approved: 01/20/20