Wallingford Selectboard Meeting
Minutes
March 16, 2020

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

Others present: Sandi Switzer. Mark Tessier and Ken Welch joined via telephone.

The meeting was called to order at 6:30 p.m. at Town Hall.

Reorganization. Town Administrator Sandi Switzer called for nominations for Chair. R. Regula nominated N. Tift, P. Pranger seconded the nomination. There were no other nominations. Motion carried (4-0). N. Tift did not vote.

S. Switzer returned to her regular duties and N. Tift took over the meeting.

N. Tift asked for nominations for Vice Chair. J. McClallen nominated R. Regula. P. Pranger seconded the nomination. There were no other nominations. Motion carried (4-0). R. Regula did not vote.

By consensus, the Board agreed to hold regular Selectboard meetings the 1st and 3rd Mondays of the month at Wallingford Town Hall at 6:30 p.m.

By consensus, the Board agreed to name the Rutland Herald as the newspaper of record for the publication of legal notices.

By consensus, the Board adopted Rules of Procedure and Consensus to govern meetings.

Agenda Amendments. By consensus, Emergency Management Director Mark Tessier was added to the agenda.

Minutes. B. Duchesne made a motion that was seconded by R. Regula to approve the 03/02/20 Minutes. B. Duchesne requested confirmation from Maria French that Green Mt. Tents would contact DigSafe prior to installing a tent at the ballfield for Wallingford Day.

Motion carried (5-0).

R. Regula made a motion that was seconded by B. Duchesne to approve the Town Meeting Minutes 03/02/20. Motion carried (5-0).

Pay Orders. P. Pranger made a motion that was seconded by R. Regula to approve the pay order total of $33,525.99 after $15.89 was added for Zoom Meetings and $3,241.32 was added for Rob Stubbins Electric.

B. Duchesne requested BMA Associates check not be mailed for the streetscape design as part of the Wallingford Block project until a company representative meets with the Town to discuss the design. By consensus, the Board agreed.

Motion carried (5-0).

Annual Financial Plan. By consensus, the Board approved the Annual Financial Plan and authorized the town administrator to submit it to VTrans.

Town Road Bridges and Standards. By consensus, the Board adopted the Town Road and Bridge Standards originally approved by the Board on July 15, 2019.

Town Hall Energy Efficiency Report. Ken Welch joined the meeting at 6:55 p.m. via telephone. He recommended the Town pursue an energy audit of Town Hall, including a blower test estimated at $450. He said the review he conducted of the building along with Jay White showed considerable air leakage in the basement, holes in the foundation, air leaks in doors and windows, and walls that needed to be insulated.

After further discussion, the Board by consensus approved an energy audit for Town Hall.

Public Comments. Emergency Management Director Mark Tessier joined the meeting via telephone at 7:10. He asked the Board if he could speak on behalf of the Town to the management company of Wallingford House as well as Lenny Burke Farm regarding possible needs related to the Coronavirus. Mr. Tessier said Health Officer Trisha Nash had agreed to join him in those conversations.

There was a discussion about contacting the Red Cross for supplies as needed. M. Tessier agreed and said he would reach out to the Wallingford Fire Dept. and Wallingford Rescue as well. P. Pranger suggested a list be developed of people willing to assist with errands that could be offered upon request.

After further discussion, the Board by consensus authorized M. Tessier and T. Nash to speak on behalf of the Town to Wallingford House and Lenny Burke Farm representatives in order to offer assistance in a supporting role.

Board members by consensus agreed to close Wallingford Town Hall to the public effective immediately due to Coronavirus concerns with staff working behind closed doors to assist the public as much as possible by telephone, email and mail.

By consensus, the Board authorized the Town Administrator to work from home.

By consensus, the Board directed all committees/commissions and groups to table any March meetings until April.

Liquor Licenses. By consensus, the Board approved liquor licenses for Cumberland Farms, Midway Oil, Mac's Convenience, Sal's, Victorian Inn, and Main Street Café.

Security Policy. Board members reviewed the list of all persons who have keys to Town Hall. B. Duchesne asked the town administrator to find out whether Fire District #1 officials should be required to provide the Town with an office key. By consensus, the Board approved the list.

Zoning Revised Fee Schedule. Board members reviewed the updated Zoning fee schedule drafted by Zoning Administrator Jeff Biasuzzi. After discussion, the Board by consensus tabled action and invited Mr. Biasuzzi to the next meeting to answer questions.

Reappointments. By consensus, the Board agreed to reappoint the following: Conservation Commissioner Mark Pramuk for 3 yrs; Development Review Board members Jill Burkett and Dave Ballou 3yrs; E911 Coordinators Eric and Dale Davenport 1yr; Emergency Management Director Mark Tessier 1yr; Energy Committee members Carol Tashie, Ralph Nimtz and Nick Benjamin 3 yrs; Planning Commissioner Tony Masuck 3 yrs; Recreation Committee members Diane Baker and Trisha Nash 1 yr; Road Commissioner Phil Baker 1 yr; RRPC Rep Erika Berner 1yr; Tree Warden Steve Pytlik 1 yr; Special Police Officers Nelson Tift and Jerry Tift 1 yr; and Fire Protection Budget representative Michael McMahon 1 yr.

By consensus, the Board appointed Robert Cook as Constable, Michael Luzader to Recreation Committee, Patricia Pranger to Scholarship Committee, and John McClallen to Rutland Regional Transportation Council - all for one year.

Pest Control. Board members discussed estimates from Pockette Pest Control and Superior Pest Control (based out of Garland's Agway) to address hornets, wasps and flies at Town Hall. P. Pranger made a motion that was seconded by R. Regula to hire Pockette Pest Control to conduct six control sprays from May through October at a cost of $75 per spray. Motion carried (5-0).

Selectboard concerns. J. McClallen asked what town roads would be paved this summer. S. Switzer responded she would ask Road Commissioner Phil Baker.

Other Business. N. Tift noted he gave the road crew permission to purchase two new chain saws. There was no objection.

There was a discussion regarding Maria French's inquiry to Fire District #1 about steps necessary to turn on the water spigot at the recreation area off Meadow Street. The Board reviewed correspondence from Fire District #1 Clerk Marianne Goulet. She noted the Prudential Committee estimated a minimum of $1,000 in excavation costs plus labor and materials to install a meter with the Town responsible for those costs plus quarterly water fees. After further discussion, the Board by consensus agreed not to pursue water at the recreation.

There was a brief discussion about the need to update written safety programs for the Highway Department. Board members by consensus agreed to invite VLCT's Wade Masure to meet with the road crew to survey facilities and advise how to proceed.

Board members reviewed the July through February financial statement. B. Duchesne noted road crew overtime was over budget. By consensus, the Board issued a directive that the road crew avoid working overtime unless a storm or some urgent reason necessitated it.

B. Duchesne explained he researched options for a basketball court as a result of the Town Meeting vote to approve funds to upgrade the existing court. He said Versacourt custom built courts using an interlocking tile system. A Versacourt representative had quoted $17,000 plus up to $2,000 for freight and then the Town would utilize volunteers to install it in a day. The

representative had sent photographs of a similar system installed in Walpole, NH. N. Tift said the Recreation Committee should be notified of this option so they could explore it further.

By consensus, the Board agreed to seek party status related to the federal BUILD grant to upgrade 29 rail bridges, including some in Wallingford.

The meeting adjourned at 8:23 p.m. Date Approved:
Sandi Switzer/Town Administrator

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