

Wallingford Selectboard Meeting
Minutes
April 6, 2020

Selectboard Members Present: Bruce Duchesne, Patricia Pranger, Rose Regula, and Nelson Tift. John McClallen did not attend. The meeting was held via audio conference call.

Others present: Sandi Switzer, Cathy Jankus, Nancy Houghton, Monica DeLorme, Nikolaus Houghton, Phil Baker, Kelly Dilonno, Jeff Biasuzzi, Kirk Moore, Cecile Betit, Nick Benjamin, Michael Hughes, Brian Finch and Bruce Moreton.

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

Agenda Amendments. Appoint a Selectboard member to sign pay orders on behalf of the Selectboard.

Minutes. P. Pranger made a motion that was seconded by R. Regula to approve the 03/16/20 Minutes. Motion approved by roll call vote (4-0).

Pay Orders. P. Pranger made a motion that was seconded by R. Regula to approve the pay order total of \$33,817.11 after \$135 was added for Awesome Graphics signs for the ballfield and \$10 was added for Bonnie Gainer to sew face masks for transfer station employees. Motion carried by roll call vote (4-0).

By consensus, the Board approved increasing the 03/17/20 pay orders by \$6 for the Microsoft Office annual subscriptions, which was \$105.99 rather than \$99.99.

P. Pranger made a motion that was seconded by R. Regula authorizing N. Tift to sign pay orders on behalf of the Selectboard until regular in-person meetings are held. Motion carried by roll call vote (4-0).

Public Comments. Nikolaus Houghton requested the Board consider writing a letter to the delinquent tax collector recommending the 8 percent penalty be waived for property taxpayers who miss the April 20 deadline. He suggested the waiver be extended for a period of either 30, 60 or 90 days. N. Tift responded the Board was following state statute and Vermont League of Cities and Towns recommendations in adhering to the voter approved property tax payment due date as well as penalties for late filers. He added Board of Abatement hearings would be the appropriate avenue for property taxpayers to request relief. B. Duchesne said he was not in favor of waiving the 8 percent penalty nor was he in favor of pressuring the delinquent tax collector to give up that income. P. Pranger agreed with B. Duchesne. R. Regula said she supported VLCT's recommendation that the Board of Abatement process was the avenue for relief. After further input from Mr. Houghton and Nancy Houghton, the Board agreed by consensus not to forward any penalty recommendations to the delinquent tax collector.

Road Commissioner Report. Road Commissioner Phil Baker provided an overview of the two estimates – John Deere and Milton CAT - he collected for a Highway Department excavator. He said he was waiting for Kubota to submit the third estimate. After some discussion, the Board by consensus tabled the matter until the April 20th meeting.

Wallingford Block Streetscape Design. BMA Associate's Kirk Moore provided an overview of the streetscape design, which included a roundabout, as part of the Municipal Planning Grant awarded for the Wallingford Block. B. Duchesne questioned whether the roundabout would infringe upon the already narrow intersection. Mr. Moore said it would be within the Right of Way and would not involve taking any property. Mr. Moore agreed it was a bold design, but he added state and federal funding would likely cover most of the cost. N. Tift questioned the ability of trucks to maneuver a roundabout. Mr. Moore said it would expand the radius of the intersection. P. Pranger asked about the impact on parking. Mr. Moore said it would result in a loss of 6 to 8 spaces near the intersection, but he said it might be possible to add spaces further down the street.

Mr. Moore estimated the full project would cost between \$500,000 and \$750,000. N. Tift said it would likely be difficult to secure state funds for non-essential road projects.

Zoning Revised Fee Schedule. Board members revisited the updated Zoning fee schedule tabled from the last meeting. B. Duchesne asked Zoning Administrator Jeff Biasuzzi about the addition of language allowing the Development Review Board to waive fees. Mr. Biasuzzi responded fees were not designed to generate revenue and could impact small businesses.

There was a discussion regarding why he listed Vendor permits on the fee schedule. Mr. Biasuzzi said the Selectboard several years ago gave him the authority to oversee vendor permits. Town Administrator Sandi Switzer said according to the Selectboard meeting Minutes of November 2015, the Board gave Vendor permit authority to the Town Clerk.

There was discussion regarding the Memorandum of Action, above ground pools, Requests for Opinions, and updating the Zoning Ordinance to reflect these items as well as other topics. It was agreed the zoning administrator would be provided with a copy of the document featuring highlighted areas to be edited. The Board further agreed to seek VLCT input on Requests for Opinions.

Local Emergency Management Plan. Board members reviewed the Local Emergency Management Plan prepared by the town administrator for annual submission. After a brief discussion, the Board by consensus approved the document.

The town administrator asked Fire Chief Michael Hughes to provide an updated fire department roster and equipment list. Mr. Hughes agreed.

Rutland County Solid Waste District Representative. N. Tift made a motion that was seconded by R. Regula to temporarily appoint the town administrator as RCSWD representative until a permanent representative can be appointed. Motion was approved by roll call vote (4-0).

Selectboard Concerns. None.

Other Business. B. Duchesne asked whether the Summer Recreation program would take place this summer. N. Tift said it was too early to decide. He would like to revisit the topic in late April or early May.

Regarding an email submitted by Bill Lohsen concerning municipal expenses and revenues, N. Tift said he was not in favor of issuing a written response.

It was decided the Board was not in favor of pursuing Wifi at Town Hall for the general public at a rate of \$49 per month.

N. Tift said it was his opinion the trees cut at Stone Meadow were not in the vicinity of the reclamation area. P. Pranger suggested the town's tree warden and Conservation Commission work cooperatively on the management of Stone Meadow.

N. Tift said he had spoken to Ken Welch regarding the recently completed Town Hall energy audit and was informed there were a number of issues to be addressed.

N. Tift thanked B. Duchesne for recommending Use at Your Own Risk signs be installed at the ballfield. He said the signs were ordered from Awesome Graphics and installed by Road Crew worker Charlie Woods.

By consensus, the Board agreed BMA Associates payment for the streetscape design should be mailed.

N. Tift made a motion that was seconded by R. Regula to enter executive session with the town administrator and road commissioner at 8:13 p.m. for a personnel matter under 1 V.S.A. § 313(a)(4). Motion was approved by roll call vote (4-0).

N. Tift made a motion that was seconded by R. Regula to exit executive session at 8:39 p.m. Motion was approved by roll call vote (4-0).

By consensus the board agreed to draft a letter of reprimand.

The meeting adjourned at 8:42 p.m.
Sandi Switzer/Town Administrator

Date Approved: 04/20/20