Wallingford Selectboard Meeting
Minutes
May 4, 2020

Selectboard Members Present: Bruce Duchesne, John McClallen, Patricia Pranger, Rose Regula, and Nelson Tift. The meeting was held via audio conference call.

Others present: Sandi Switzer, Phil Baker, Steve Lanfear, Lisa Cotrupi and Joseph Elwell.

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

Agenda Amendments. Add Dog Warden appointment.

Minutes. Tabled.

Pay Orders. P. Pranger made a motion that was seconded by R. Regula to approve the pay order total of $1,556,892.21. Motion carried (4-0). B. Duchesne abstained.

COVID-19. Town Administrator Sandi Switzer said the state required all employers to adopt a COVID-19 Control Plan before reopening. She indicated she obtained a VOSHA template and was in the process of amending it to suit Wallingford's needs.

Summer Recreation Program Co-Director Lisa Cotrupi recommended cancelling the first week of the four week program and tentatively planning for the weeks of July 27, August 3 and August 10. S. Switzer said she had not received a response to the email sent to Mill River Unified Union School District officials inquiring whether a Wallingford Elementary classroom would still be available. L. Cotrupi suggested the Elfin Lake concession stand could be an alternate gathering site. There was a brief discussion regarding the necessary precautions that would have to be taken, ranging from daily temperature checks to safe distancing practices. B. Duchesne indicated the program would have to limit participation. A question was raised about lifeguards. L. Cotrupi said Rosie Phillips would likely be available to assist as a counselor and she had her lifeguard certificate. By consensus, the Board agreed town officials could accept Summer Recreation Program registrations and deposits for the July and August weeks until this matter was decided later this month or in June.

Dog Warden. N. Tift indicated the dog warden post was actually a multi-purpose animal control officer who dealt with a variety of animals, but mainly dogs. The town administrator noted the position included a $1,200 annual stipend and $50 annually for expenses. Joseph Elwell explained he had served as a law enforcement officer and was familiar with the animal complaint routine. By consensus, the Board approved appointment of Mr. Elwell as the animal control officer. He was advised to contact the Town Clerk and Treasurer's office for the necessary paperwork.

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Road Commissioner Report. Road Commissioner Phil Baker informed the board he had not yet inspected the broken branch caught up in trees over Tifft Road that a number of citizens called about. Road Foreman Steve Lanfear said it was too high up in the tree and no one would be able to reach it even with a bucket truck.

The town administrator said VTrans Brian Sanderson had sent out an email that evening to indicate funding for paving and structure grants was on hold.

B. Duchesne shared citizens' concerns regarding overhanging trees in the Pembroke Lane neighborhood and a plugged culvert on Nottinghill Drive.

Mr. Lanfear noted a culvert near the gate on White Rocks Picnic Road was in bad shape. N. Tift said Brian Finch had requested that road be closed to the public as a way of reducing congestion and gatherings. N. Tift said road closures required a statutory process with Warnings, notices and public hearings. J. McClallen said the Green Mountain National Forest had opened the gates to the White Rocks parking area. N. Tift said that should alleviate some of the issues.

The town administrator asked about the status of the Better Roads grant project on Hartsboro Road. Mr. Lanfear had no update. Mr. Baker said the road crew would tackle the project when the new excavator was delivered to the town. S. Switzer said there was a June deadline for all invoices, timesheets and paperwork to be submitted in order to receive grant funds. She added Before and After photographs were required as part of the grant agreement.

Zoning Revised Fee Schedule. N. Tift noted he requested a disclaimer be added to the single sided, one page revised Zoning Fee Schedule. N. Tift made a motion that was seconded by R. Regula to adopt the Zoning Fee Schedule. Motion carried (4-1). J. McClallen voted in the minority.

Liquor License. P. Pranger made a motion that was seconded by J. McClallen to approve an outdoor liquor license for Victorian Inn. Motion carried (5-0).

Health Insurance. Mr. Lanfear said he had enrolled in Medicare A and B in late April, but he said he had not yet received written confirmation of enrollment. Board members reviewed BCBS supplemental plans as well as BCBS prescription plans.

Following discussion, board members by consensus approved reimbursing Mr. Lanfear for his monthly Medicare A and B plans and covering the cost of the BCBS supplemental Plan G and BCBS prescription Plan D – Value Plus.

Public Comments. None.

Selectboard Concerns. Board members agreed the annual Memorial Day parade would be cancelled out of an abundance of caution due to COVID-19 and the cemetery ceremony would be left to the discretion of the American Legion.

There was a discussion about the status of Elfin Lake. B. Duchesne made a motion that was seconded by R. Regula not to open the lake this year out of an abundance of caution due to COVID-19. Motion carried (5-0). No decision was made regarding whether the gate would be unlocked during the day.

Other Business. Regarding an inquiry from Conservation Commissioner Carol Macleod regarding use of bike jumps at Stone Meadow, N. Tift said the Board was not going to make any decisions until a survey was completed, a public hearing to gather input was held, and a draft trail plan was submitted to board members. J. McClallen indicated there could be liability issues related to the bike jumps. B. Duchesne said Recreation and Conservation Commission members were given the charge of holding a public hearing to gather input and then submit a draft plan. He said the Selectboard should stay out of it until then. R. Regula said she was not in favor of allowing use of bike jumps until a plan was in place. By consensus, the board agreed bike jumps were not to be used until an approved plan is in place.

Board members approved Ms. Macleod's request to have the road crew deliver a load of shurpak to Stone Meadow so Tom Phillips could use his tractor to spread it. Mr. Lanfear said he would work out details with Ms. Macleod.

There was a brief discussion and consensus that any remaining funds in municipal committees' and commissions' FY'20 budgets should be carried over to the general budget in order to reduce the amount to be raised in taxes for the FY'21 budget. B. Duchesne noted the Town had a Purchasing Policy that should be followed.

N. Tift noted Michelle Kenny was due a $138 reimbursement as part of the Municipal Planning Grant local match.

N. Tift said Brad Kelley had requested all transfer station visitors be required to wear face masks. R. Regula said transfer station employees were satisfied with current operations. By consensus, no action was taken to require face masks.

P. Pranger said she had heard the loud explosion being investigated by Jennifer Hoult. J. McClallen said it was a jet breaking the sound barrier.

There was a discussion regarding Marc Pramuk's email indicating he was considering resigning from the Conservation Commission as a result of a comment made by Steve Pytlik at the April 27 meeting. Board members agreed to send a letter to Mr. Pramuk indicated they would accept his resignation, but wished he would re-think his decision and remain on the Conservation Commission.

Executive Session. B. Duchesne made a motion that was seconded by P. Pranger to enter executive session with the town administrator at 8:06 p.m. for a personnel matter under 1 V.S.A. § 313(a)(4). Motion carried (5-0).

P. Pranger made a motion that was seconded by R. Regula to exit executive session at 8:18 p.m. Motion carried (5-0).

By consensus, the Board agreed to send a letter to Tree Warden Steve Pytlik.

R. Regula made a motion that was seconded by P. Pranger to adjourn. Motion carried (5-0).

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The meeting adjourned at 8:19 p.m. Date Approved:
Sandi Switzer/Town Administrator

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