

Wallingford Selectboard Meeting
Minutes
August 3, 2020

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

Others present: Sandi Switzer, Gary Fredette, Keith Shelvey, Tyler Shelvey, Phil Baker, Cecile Betit, Mark Tessier, Julie Sharon, and Jane Duda.

Selectboard Chair Nelson Tift called the meeting to order at 6:30 p.m.

Agenda Amendments. Add heating oil bids by consensus.

Minutes. R. Regula made a motion that was seconded by B. Duchesne to approve the 07/20/20 Minutes. Motion carried (5-0).

Pay Orders. P. Pranger made a motion that was seconded by R. Regula to approve the 08/04/20 pay order total of \$10,205.02. Motion carried (5-0).

Road Commissioner Report. Road Commissioner Phil Baker was not in attendance at the time of this agenda item. He joined the meeting later.

Jane Duda said a contractor had informed her Towns may pay to relocate a home too close to a municipal highway in order to maintain and plow the road. She had obtained a \$5,000 estimate to relocate the house at 44 Mill Street. N. Tift said he had never heard of that policy and J. McClallen agreed. N. Tift said Ms. Duda would have to acquire a Street Excavation permit for any work on the property impacting the road. He added state permits could be required. Board members suggested Ms. Duda contact Fire District #1 about water and sewer lines and fill out an application for a Building Permit. Town Administrator Sandi Switzer said she may acquire a No Building Permit Needed form so that down the road there would be no issues.

Driveway Policy. B. Duchesne made a motion that was seconded by R. Regula to adopt the amended Driveway Access Policy. Motion carried (5-0).

Public Comments. Emergency Management Director Mark Tessier provided an overview of the possible impacts strong wind and rain forecasted for the region could have on local roads and infrastructure. He indicated sand bags were available.

The town administrator indicated Mr. Tessier had procured free face masks from the state for up to 25 percent of the Town's population.

Annual Financial Management Questionnaire. B. Duchesne asked about depositing funds from the 5K race and Wallingford Day into Town accounts. Town Clerk and Treasurer Julie Sharon responded groups overseeing those activities would have to use the Town's tax

identification number if they opened separate accounts. By consensus, the Board approved the Annual Financial Management Questionnaire.

Year End Financials. After a review, P. Pranger made a motion that was seconded by R. Regula to accept the FY'20 year end financials prepared by the town clerk and treasurer. Motion carried (5-0).

Municipal Tax Rate. The town clerk and treasurer prepared an FY'21 Town Tax Rate memorandum as follows; the newly lodged grand list was \$2,312,470 compared to last year's \$2,293,007 ((000s omitted); voters approved \$882,352.78 to be raised in taxes at Town Meeting to support the municipal budget; an FY' 21 beginning balance (net income) of (\$8,493.96); and voters approved Town Meeting special articles totaling \$45,000. These combined factors result in a municipal tax rate of \$.3973, a three cent increase over FY'20.

P. Pranger made a motion that was seconded by R. Regula to set the municipal tax rate at \$.3973 for FY' 2020-2021. Motion carried (4-1). J. McClallen voted in the minority.

Homestead Declaration Late Filing Penalty. The town clerk and treasurer indicated property owners had 14 days from the date tax bills were mailed to request a waiver of penalties.

P. Pranger made a motion that was seconded by B. Duchesne to assess an 8 percent late filing penalty. Motion carried (4-1). M. McClallen voted in the minority.

Basketball Court Request for Proposal. Board members reviewed a Request for Proposal for rehabilitation of the basketball court. Mr. Baker joined the meeting and recommended tabling distribution of the RFP to give asphalt contractors the opportunity to visit the site, make recommendations and offer estimates. He said the court was below grade causing water damage. He said the area had to be brought up to grade with new layers of asphalt applied in a way to drain water from the court. He suggested leaving the current base intact and filling cracks. By consensus, the Board agreed with Mr. Baker's recommendation.

Skateboard Ramp. Tyler Shelvey shared a plan to install a skateboard ramp near the basketball court at the recreation area off Meadow Street. He also outlined his fundraising efforts. P. Pranger commended Mr. Shelvey and offered a \$100 donation. Mr. Tift also offered a \$100 donation.

Mr. Shelvey indicated he would like to install the ramp in the spring. He said he would present a formal written proposal for Selectboard approval prior to installation. He indicated General Electric volunteers had offered to assist with labor.

Keith Shelvey said youngsters using the ramp would supervise themselves with no signage needed other than a Use At Your Own Risk sign.

By consensus, the Board approved Mr. Shelvey's skateboard ramp concept with final approval to be determined after review of the written plan.

Heating Oil Bids. Board members reviewed heating oil per gallon bids with payment in 30 days from: Gecha \$1.61; Johnson Energy rack plus 35 cents; Champlain Valley rack plus 10 cents capped at \$1.70; and Sam's Service Center \$1.55.

Board members agreed the Town was satisfied with Champlain Valley's service the last several years. R. Regula made a motion that was seconded by P. Pranger to accept Champlain Valley's heating oil price of rack plus 10 cents capped at \$1.70. Motion carried (5-0).

COVID-19. N. Tift indicated Elfin Lake water tests were \$16 each and mileage round trip to the state laboratory in Randolph was over \$50. After a brief discussion, the Board by consensus agreed to discontinue testing the lake as the municipal swim facilities were closed to the public.

Zoning Administrator. By consensus, the Board agreed to run additional ads in the Rutland Herald for a zoning administrator after one of two candidates dropped out.

B. Duchesne commented he thought the planning commission was being too restrictive on rules in Town and where people could build.

Board members agreed to pay former Zoning Administrator Jeff Biasuzzi on a per diem bases until the position was filled.

Kennedy Junk Complaint. J. McClallen offered to use his truck to assist Jerome Kennedy with removal of junk from his 250 Railroad Street property. Board members agreed to start assessing municipal fines on September 1 if junk was not removed or screened.

Non-Profit Funding Requests. Board members by consensus agreed all Town Meeting non-profit funding requests must be submitted by December 1 for consideration. Those rejected would then have time to petition requests onto the Town Meeting Warning.

Selectboard Concerns. B. Duchesne indicated he had read in the August newsletter that the zoning administrator had issued Vendor permits. He said the zoning administrator had no authority to issue those permits.

N. Tift commended Road Crew interim foreman Charlie Woods on his responsiveness to citizens' road concerns. He suggested Mr. Woods should be made lead road crew employee when Road Foreman Steve Lanfear returns to work. He said board members should revisit this matter in the near future.

N. Tift acknowledged VLCT's Wade Masure's recommendations related to bike jumps at Stone Meadow. B. Duchesne indicated Recreation and Conservation should be working in the direction of separating bike trails and jumps from walking and hiking trails.

Other Business. N. Tift indicated he had granted permission for the Masons to resume in-person meetings on the second floor as long as attendance did not exceed 10 people.

R. Regula said someone had stolen an Elfin Lake Public Access Closed sign.

Cecile Betit said the E911 Board had accepted new rules related to power company obligations during outages. She thanked board members for their support. P. Pranger thanked her for her efforts.

The meeting adjourned at 8:37 p.m.
Sandi Switzer/Town Administrator

Date Approved: 08/18/20