

Wallingford Selectboard Meeting
Minutes
November 16, 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, Trisha Nash, Gary Fredette, Erika Berner, Debbie Scranton, Kevin Mullin, Tony Masuck, Julie Sharon, and Steffanie Bourque.

Selectboard Chair Nelson Tift called the Local Hazard Mitigation Plan public hearing to order at 6:30 p.m.

N. Tift said the Selectboard had received the draft Local Hazard Mitigation Plan and requested Rutland Regional Planning Commission's Steffanie Bourque provide an overview.

Ms. Bourque said she had assisted the Wallingford Planning team's update of the document as required by FEMA every five years. She acknowledged the dedication of team members - Selectboard members Nelson Tift and Bruce Duchesne, Town Administrator Sandi Switzer, Town Clerk and Treasurer Julie Sharon, Fire Chief Michael Hughes, and Highway Department employees Charlie Woods and Steve Lanfear.

Ms. Bourque said the LHMP identified natural hazards and developed strategies to address those hazards. Among the high risk natural hazards were thunderstorms, flash flooding/fluvial erosion, inundation flooding, high winds, and snow and ice storms. She noted the public comment period extended through November 30 with comments to be sent to the town administrator. She added there was a two-step approval process with preliminary state approval and then FEMA final approval.

Selectboard member John McClallen asked about ice jams caused by trees in the rivers. B. Duchesne responded the state through the Mill River Corridor Plan limited local activities in waterways.

Planning Commissioner Kevin Mullin identified areas where undersized culverts should be replaced and the need for routine maintenance of storm drains. He added he wanted to compliment the planning team for "a lot of good work." Ms. Bourque advised Mr. Mullin to submit his comments to the town administrator. Mr. Mullin agreed.

With no further public input, R. Regula made a motion that was seconded by J. McClallen to adjourn the public hearing at 6:53 p.m. Motion carried (5-0).

N. Tift called the regular Selectboard meeting to order at 6:54 p.m.

Agenda Amendments. By consensus, Development Review Board appointment and Governor's Latest Executive Order were added to the agenda.

Governor's Latest Executive Order. Board members agreed by consensus to authorize Town Clerk and Treasurer Julie Sharon to determine public access to Town Hall given rising COVID-19 numbers.

Development Review Board Appointment. B. Duchesne made a motion that was seconded by P. Pranger to appoint Jason Stone to fill a vacancy on the Development Review Board through 2022 as recommended by DRB Chair Bill Brooks following an informal poll of DRB members. Motion carried (5-0).

B. Duchesne made a motion that was seconded by P. Pranger to appoint Jeff Biasuzzi as DRB alternate. Motion carried (5-0).

Minutes. P. Pranger made a motion that was seconded by R. Regula to approve the 11/02/20 Minutes. Motion carried (5-0).

Pay Orders. B. Duchesne made a motion that was seconded by P. Pranger to approve the 11/17/20 pay order total of \$26,416.22 after \$15.89 was added for Zoom conference calling. Motion carried (5-0).

Road Commissioner Report. None.

N. Tift said a hole in River Street needed to be repaired. R. Regula said she appreciated pavement cuts on Maple and River Streets were repaired.

Public Comments. None.

Better Roads Grant. Town Administrator Sandi Switzer said Road Commissioner Phil Baker recommended resubmitting the West Hill/Mooney Road Better Roads Grant project that was not funded last year. By consensus, the Board agreed.

VTrans Funds. By consensus, the Board agreed to use a portion of the VTrans funds (\$21,564) awarded proportionately to municipalities this year to repair the retaining wall on the Maple Street Bridge as recommended by the road commissioner.

FY'22 Government. By consensus, the Board agreed to set line items as follows: #5112 \$650; #5113 \$2,350; #5114 \$13,000; #5114A \$300; #5115 \$2,500; #5116 \$500; #5117 \$500; #5118 \$750; #5123 \$250; #5130 \$250; #5133 \$2,500; #5134 \$500; #5150 \$105,000; #5151 \$17,000; #5153 \$500; #5157 \$1,830; #5158 \$500.

FY'22 Capital. By consensus, the Board agreed to set line items as follows: #5710 \$10,200; #5712 \$30,000; #5713 \$18,900; #5716 \$20,000.

Copier. J. Sharon indicated the Tech and Civic Grant awarded to the Town permitted the purchase of a copier. VT Digital provided estimates of \$5,300 and \$4,925 for copiers. It was noted VT Digital was the only local company offering copiers along with service. S. Switzer said there was \$4,300 available from the grant for that purchase leaving a shortfall in the range of \$625 to \$1,000. There was a brief discussion regarding the Purchasing Policy.

P. Pranger made a motion that was seconded by R. Regula authorizing the town clerk and treasurer to choose one of the two VT Digital copiers. Motion carried (5-0).

Employee Handbook. By consensus, the Board approved updates to the Employee Handbook on pages 9 and 14 requiring a medical note to return to work after five consecutive days of absence and a requirement for employees to copy their work email addresses on the rare occasion use of personal email for work related matters was necessary.

Australian Ballot for Town Meeting. B. Duchesne made a motion that was seconded by P. Pranger authorizing the use of the Australian Ballot method of voting for all Town Meeting articles in 2021 as allowed under Act 162. Motion carried (5-0).

Employee Health Insurance. P. Pranger made a motion that was seconded by J. McClallen to keep Blue Cross Blue Shield platinum plan insurance for municipal employees with no changes. Motion carried (5-0).

Weatherization of Town Hall Doors. By consensus, the Board approved an estimate from Royal Glass to weatherize three sets of double doors at Town Hall at a cost of \$936 to be paid out of the Building Fund.

Selectboard Concerns. None.

Other Business. Board members discussed a partial estimate of \$21,000 submitted by Chriss Bendig to remove and replace asphalt at the basketball court. The cost does not include a protective coat. It was noted Pike Industries had quoted \$22,000 to seal cracks and apply asphalt and New Hampshire based Atlantic Paving's quote of \$10,000 to seal cracks and apply asphalt. Board members agreed to wait to hear from Mr. Bendig on the coating estimate.

There was no objection to S. Switzer's recommendation the Town proceed to recertification of the transfer station (due in 2021) rather than amend the Management Plan now and recertify next year. She noted tires needed to be covered and she was seeking advice from RCSWD.

There was a discussion regarding the draft Zoning Regulations and list of proposed changes provided to the Board. Planning Commission Chair Erika Berner said public hearings would commence in December. B. Duchesne cautioned public hearings would have to be via Zoom as a result of the Governor's Executive Order. He preferred in-person hearings at a later date when safe to do so. Ms. Berner said the planning commission was flexible and would continue to fine tune the document. She noted the town administrator had posted updated drafts on the website for public review. B. Duchesne said more work was needed on Section 423 Farm Animals as well as the definition of Village Proper. By consensus, the Board agreed to delay public hearings until the spring.

The meeting adjourned at 8:14 p.m.

Date Approved: 12/07/20

Sandi Switzer/Town Administrator