

Wallingford Selectboard Meeting
Minutes
July 15, 2019

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

Others present: Julie Sharon, Sandi Switzer, Phil Baker, Steve Lanfear, Lisa Wright, Maria French, Thomas Hand, Jim Hand, Kevin Mullin, Erika Berner, Bastian Auer, and Brent Black.

Chair N. Tift called the meeting to order at 5:53 p.m. at Town Hall. John McClallen arrived at 6:14 p.m.

Executive Session. P. Pranger made a motion that was seconded by R. Regula that premature general knowledge regarding a Town contract would clearly place the Town at substantial disadvantage in negotiations. Motion carried (4-0). N. Tift made a motion that was seconded by B. Duchesne to enter executive session with Lisa Wright and the town administrator at 5:54 p.m. for contract negotiations under 1 V.S.A. Section 313 (a)(1). Motion carried (4-0).

R. Regula made a motion that was seconded by P. Pranger to exit executive session at 6:25 p.m. Motion carried (5-0). N. Tift made a motion that was seconded by R. Regula approving a one-year contract for assessor services with Lisa Wright of Wright Appraisal Company at a rate of \$61.80 per hour effective July 1. Motion carried (3-2). B. Duchesne and J. McClallen voted in the minority.

R. Regula made a motion that was seconded by J. McClallen to enter executive session at 6:27 p.m. with Road Foreman Steve Lanfear and the town administrator for the evaluation of an employee under 1 V.S.A. Section 313(a)(3). Motion carried (5-0).

R. Regula made a motion that was seconded by B. Duchesne to exit executive session at 6:38 p.m. Motion carried (5-0).

Agenda Amendments. Add town line meeting.

Minutes. B. Duchesne made a motion that was seconded by P. Pranger to approve the 07/01/19 Minutes. Motion carried (4-0). R. Regula abstained as she was not at that meeting.

Pay Orders. R. Regula made a motion that was seconded by P. Pranger approving the pay order total of \$29,978.61 after \$3500 was added for Don Tredtin (floor refinishing) and \$160 for TechHelp (zoning administrator computer installation). Motion carried (5-0).

Road Commissioner Report. Road Commissioner Phil Baker said state Agency of Natural Resources' Josh Carvajal had submitted draft plans for Van Wyck Bridge

renovations. He said upon the Board's approval, the road commissioner would notify Mr. Carvajal to submit the plans to Army Corp of Engineers and FEMA for approval.

Mr. Baker provided an overview of the new Town Roads and Bridge Standards required to be acted upon by August 1. Mr. Baker recommended responding "yes" to all page 1 questions with the exception of #6 – Guardrails. On page 2, Section 5, Mr. Baker recommended 6 inches for gravel road gravel sub-base and 4 inches for gravel road gravel top course, and 6 inches paved road gravel sub-base. B. Duchesne made a motion that was seconded by N. Tift to adopt the Town Roads and Bridge Standards as recommended by the road commissioner. Motion carried (5-0).

By consensus, the Board agreed to request VTtrans remove the fire station sign on Route 7 in South Wallingford.

Mr. Baker requested permission to proceed with gathering cost estimates for a small track excavator to be used for ditching, brush removal and other highway projects. He said there was money in the Equipment Fund for a down payment. He said it would require the purchase of a trailer to move it. He said a number of businesses would bring the vehicles to the town garage for test runs. By consensus, the Board approved Mr. Baker's request to explore pricing options.

By consensus, the Board approved hiring Phil Baker and Sons at \$75 an hour for roadside mowing. P. Pranger asked whether the Town went out to bid. Town Administrator Sandi Switzer responded the Purchasing Policy required seeking the best price for purchases under \$1499.

There was a discussion about highway department clothing reimbursement of \$500 each for two of the road crew members with the third employee continuing to receive uniforms. B. Duchesne suggested employees present invoices for reimbursement. After further discussion, P. Pranger made a motion that was seconded by R. Regula to pay the two employees quarterly. Motion carried (4-1). B. Duchesne voted in the minority.

P. Pranger made a motion that was seconded by B. Duchesne to terminate the uniform contract with Foley Services in September of 2020 when the agreement expires. Motion carried (5-0).

Solar Subscription Agreement. P. Pranger asked Developer Thomas Hand why the projected municipal savings over a 25 year period had dropped from nearly \$9000 to \$5800. Mr. Hand responded the original savings estimate was based on the municipality's total Green Mountain Power annual expenses. He said a closer examination showed the town had five accounts with fixed charges and lower than projected kilowatt hours. After further discussion, the Board by consensus declined to enter into the Solar Subscription Agreement.

Wallingford Day. Maria French reported she met with Recreation Committee member Bastian Auer at the ballfield to review locations for Wallingford Day vendors, musicians,

games and more. She said the Wallingford Fire Department had agreed to allow usage of grills for a chicken barbecue. S. Lanfear confirmed there would not be a municipal truck at the event.

There was a discussion regarding Brent Black's request to participate with a food truck to be parked in the ballfield parking lot. He said he had also applied for a Vendor/Peddler Permit to host the food truck at various town events as well as private functions over the next year. He said he did not require electrical consumption and he would dispose of solid waste. By consensus, the Board approved the food truck for Wallingford Day and had no conditions/restrictions regarding the Vendor/Peddler Permit.

Ms. French said Merritt Bruce would be offering horse and wagon rides and Otter Creek Stables would be offering pony rides south of the pedestrian bridge (away from the water well).

Year End Financials. Town Clerk and Treasurer Julie Sharon presented the Annual Financial Management Questionnaire. P. Pranger made a motion that was seconded by R. Regula approving the document. Motion carried (5-0).

J. Sharon then presented the Semi-Annual Investment Report. B. Duchesne asked questions about the Reappraisal, Cemetery and Recreational Capital Funds. Recreation Committee member Bastian Auer said the Recreation Committee had asked for level funding of the capital line item. He said the Town should explore recreation assets and plan for repairs/updates.

Board members reviewed preliminary year end financials for FY'19. It was noted Energy Committee members did not use any of their FY'19 budget. It was also noted Vermont Country Store donated money to the Conservation Commission based on Marc Pramuk's volunteer hours.

There was a discussion regarding an \$11,700 payment to Viking for repairs to the 2014 Kenworth. By consensus, the Board agreed it should come out of the FY'19 budget.

Zoning Regulation Updates. Planning Commission Chair Erika Berner and Planning Commission member Kevin Mullin requested permission to contact property owners in South Wallingford regarding rezoning the industrial district. After a lengthy discussion, the Board gave preliminary approval for a Notice to be placed in the monthly newsletter as well as posted around town. The Board would give final approval after review of the Notice.

Upcoming Selectboard Meetings. J. McClallen made a motion that was seconded by R. Regula setting meeting dates for August 26, September 9 and 23. Motion carried (5-0).

Recreation Director. B. Duchesne made a motion that was seconded by R. Regula to enter executive session at 8:47 p.m. with Recreation Committee member Bastian Auer

and the town administrator for the appointment or employment of an employee under 1 V.S.A. Section 313(a)(3). Motion carried (5-0).

P. Pranger made a motion that was seconded by R. Regula to exit executive session at 8:59 p.m. Motion carried (5-0).

P. Pranger made a motion that was seconded by R. Regula accepting the Recreation Committee's recommendation to hire Jamie Therriault as the part time recreation director at \$14 per hour with an evaluation after six months of employment with hours and a start date to be determined. Motion carried (4-1). R. Regula voted in the minority.

Public Comments. None.

Selectboard Comments. None.

Other Business. Board members agreed to send a letter to Vermont Railway regarding a complaint about the brush cutting, piles of limbs, and herbicide practices used near the tracks adjacent to Railroad Street.

Board members by consensus directed the town administrator to provide the zoning administrator with another Employee Handbook Acknowledgement Form for his signature. The Board declined to approve and sign an Acknowledgement Form drafted and submitted by the zoning administrator.

Executive Session. B. Duchesne made a motion that was seconded by R. Regula to enter executive session at 9:35 p.m. with the town administrator for the evaluation of municipal employees under 1 V.S.A. Section 313(a)(3). Motion carried (5-0).

N. Tift made a motion that was seconded by B. Duchesne to exit executive session at 9:50 p.m. Motion carried (5-0).

B. Duchesne made a motion that was seconded by J. McClallen to give 3 percent across the board pay raises to all part time and fulltime employees (not seasonal or summer workers). B. Duchesne said R. Regula should recuse herself as her husband worked for the Town. R. Regula agreed. Motion failed by lack of majority vote (2-2). B. Duchesne and J. McClallen voted to approve the motion, N. Tift and P. Pranger voted against it, and R. Regula recused herself.

P. Pranger asked the town administrator to request the town clerk and treasurer examine the FY'20 budget to see if there were funds for higher pay raises.

The meeting adjourned at 10:00 p.m.
Sandi Switzer/Town Administrator

Date Approved: 08/05/19