

Wallingford Selectboard Meeting
Minutes
November 20, 2019

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

Others present: Julie Sharon, Sandi Switzer, Phil Baker, Lynn Edmunds, Ken Welch, Eric Davenport, and Carol Macleod.

Chair N. Tift called the meeting to order at 6:30 p.m. at Town Hall.

Agenda Amendments. Prudential Committee Appointment was added by consensus.

Minutes. R. Regula made a motion that was seconded by B. Duchesne to approve the 11/04/19 Minutes. Motion carried (5-0).

R. Regula made a motion that was seconded by B. Duchesne to approve the 11/05/19 Minutes. Motion carried (4-0). P. Pranger abstained as she did not attend the meeting.

Pay Orders. P. Pranger made a motion that was seconded by B. Duchesne to approve the pay order total of \$69,024.04 after \$250 for Mary Anne Ligouri was added to pay for line dancing classes. Motion carried (5-0).

Road Commissioner Report. Road Commissioner Phil Baker said the road crew should be putting chains on vehicles during icy weather conditions. Board members directed the Town Administrator to send a memo to the road crew directing usage of chains.

There was a brief discussion regarding the highway department utilizing a five-day work week through the winter months.

Mr. Baker said he intended to complete work on Tom Wheeler's property next week weather permitting. Work includes removing highway debris from the property, installing trees at turnouts, and uncovering a boundary pin.

Mr. Baker said he instructed the road foreman to maintain a small pile of sand away from the sand shed for private usage. He said he did not want private vehicles entering the sand shed for materials.

Town Garage Electrical Upgrade Quotes. Board members reviewed quotes obtained from Slate Valley Electric, Rob Stubbins, and Jeffrey Duchesne for electrical system upgrades at the Town Garage.

By consensus, the Board accepted Rob Stubbins estimate not to exceed \$6000 (to include retrofitting only the garage office and tool room lights). B. Duchesne recused himself from the discussion and vote.

FEMA Floodplain Maps. Board members reviewed print outs of FEMA floodplain maps from 2008 in order to provide FEMA with feedback on possible errors/omissions. Board members agreed J. McClallen would further review maps after the meeting and provide the town administrator with input if necessary by the December 13 deadline.

Public Comments. None.

FY'21 Capital Budget. Board members agreed to the following: line #5710 Route 140W Bridge \$10,300; line #5712 Creek Road Bridge \$30,000; line #5713 Building Fund \$18,525; and line #5716 Highway Sinking Fund \$20,000.

FY'21 Wallingford Rescue Budget. Wallingford Rescue's Eric Davenport requested \$11,000 for operational expenses and \$10,000 to go into a Sinking Fund to eventually be used to purchase a refurbished ambulance.

There was a discussion whether the full amount of \$21,000 should be placed in the budget or just \$11,000 with the balance of \$10,000 being placed on the Warning as a Special Article. Board members agreed to put \$21,000 on Appropriations line #5210, but revisit the matter at a later date and possibly move \$10,000 to a Special Article.

FY'21 Town Government Budget. There was a discussion regarding whether the full annual Town Report (estimated 64 to 70 pages each) should be printed and mailed to all households or continue with the practice of mailing an abbreviated version. J. McClallen made a motion that was seconded by R. Regula to print 900 full Town Reports. Motion carried (4-1). B. Duchesne voted in the minority.

Board members agreed to the following: line #5712 Elections and Town Meeting \$1700; #5114 Office Expenses \$12,000; #5114a Delinquent Tax Collector Expenses \$300; #5115 Legal \$5000; #5116 Planning and Zoning Notices \$500; #5117 Ads & Warnings \$500; #5118 Seminars and Mileage \$1000; #5123 Memorial Day \$250; #5125 VLCT Dues \$3700; #5126 RRPC Dues \$975; #5130 Workplace Safety \$500; #5133 Dog License Fees \$2500; #5314 Civil Marriage License Fees \$500; #5150 Transfer Station Expenses \$95,000; #5151 Town Hall Operating Expenses \$16,000; #5153 Cemeteries \$500; #5157 Conservation Commission \$2500; #5158 Energy Committee \$500; #5160 Communications Group \$4800 with an offset of \$4800 in Revenue on line #4553.

Carol Macleod provided an overview of the Conservation Commission budget for the next year. She indicated the group would again purchase bee colonies.

Board members tabled #5113 Town Report until an estimate to print 900 full reports was obtained. Lines #5122 and \$5155 were also tabled until more information was available.

Ms. Macleod provided an overview of all costs associated with copying, printing and distributing monthly newsletters. She requested the Board consider waiving copying fees of \$136 per month for a seven-month period ending July 1.

P. Pranger made a motion that was seconded by B. Duchesne to waive copying fees. Motion carried (5-0).

Ken Welch spoke on behalf of the Energy Committee's \$500 budget request. He said the funds would be used for two public hearings regarding the draft municipal Energy Plan that would include distribution of reusable canvas shopping bags.

There was a brief discussion regarding what, if any, separate Revenue line items related to Recreation and Communication should be created. By consensus, it was agreed Wallingford Day, Elfin Lake 5K and Communication Group should be separate lines.

Former Delinquent Tax Collector Report. The Board reviewed a report submitted by Former Delinquent Tax Collector Lee Perry related to a delinquent tax bank balance of \$3608.20. After some discussion, board members agreed by consensus to issue checks to identifiable individuals for overcharges and then consider the balance as unclaimed funds to go into the general fund.

Assessor Resignation. R. Regula made a motion that was seconded by P. Pranger to accept Lisa Wright's Letter of Resignation effective December 18, 2019. Motion carried (4-1). J. McClallen voted in the minority.

By consensus, board members accepted NEMRC's estimate of \$95 an hour for assessor services with \$47.50 an hour for travel. It was agreed NEMRC should begin December 11 in order for the individual to review operations with Ms. Wright.

Employee Health Insurance. Board members reviewed 2020 Health Insurance rates provided by Blue Cross Blue Shield and MVP. After some discussion, J. McClallen made a motion that was seconded by R. Regula to continue with the platinum plan with BCBS with no changes. Motion carried (5-0).

Selectboard Concerns. J. McClallen shared concerns with the road commissioner regarding snowplowing related to the Creek Road Bridge.

Town Administrator Sandi Switzer indicated Nathaniel Gibson was in the process of updating the website to add an online event registration feature. She said an online payment feature would cost an estimated \$65 to \$130 for labor. There was a discussion regarding whether the recreation director should administer the event pages. The matter was tabled until the December 2 meeting as members of the Recreation Committee were expected to be in attendance. Board members requested the recreation director also attend.

Prudential Committee Appointment. The town administrator said Fire District #1 Clerk Marianne Goulet had requested board members approve a recommendation from the Prudential Committee to appoint Bill Brooks to fill a vacancy. J. McClallen made a motion

that was seconded by P. Pranger to appoint Mr. Brooks to the Prudential Committee. Motion carried (5-0).

Other Business. Board members approved Pam Shambo's request to borrow eight folding chairs from town Hall.

The meeting adjourned at 8:55 p.m.
Sandi Switzer/Town Administrator

Date Approved: 12/02/19