

## Wallingford Selectboard

### Meeting Minutes

December 19, 2022

**Selectboard Members Present:** Carolyn Behrendt, Bruce Duchesne, Justin Jankus, Kathy Luzader and Mark Tessier.

**Others present:** Sandi Switzer, Phil Baker, Julie Sharon, David Cornwell, Sumio Seo, Shannon Pytlik, Eric Davenport, Michael Luzader, and Greg McCormack.

Selectboard Chair Bruce Duchesne called the meeting to order at 6:30 p.m.

**Agenda Amendments.** By consensus, the Board approved Town Clerk and Treasurer Julie Sharon's request to add an agenda item to transfer \$137.50 to the ARPA account (funds reallocated by the state from the two municipalities that declined ARPA money). By consensus, the Board approved the transfer.

**Minutes.** K. Luzader made a motion that was seconded by M. Tessier to approve the 12/05/22 Meeting Minutes. Motion carried (4-0). J. Jankus abstained as he was not at the meeting.

**Pay Orders.** K. Luzader made a motion that was seconded by J. Jankus to approve the 12/20/22 pay order total of \$54,493.15. M. Tessier asked about the loader payment and Town Clerk and Treasurer Julie Sharon confirmed the loan was taken out through the state program. Motion carried (5-0).

**Honorable Mentions.** Carol Rampolla and Mr. and Mrs. David Castonguay for food shelf donations; Conservation Commission for bringing the Trex Plastic Recycling Program to the Town's transfer station.

**Road Commissioner's Report.** Road Commissioner Phil Baker reported on the recent snow storm. He informed the Board that Town Administrator Sandi Switzer assisted him with three Better Roads grant applications for projects on Church Street, Bear Mt. Road, and Sugar Hill Road.

There was a discussion about Haven House's roadside mower rental agreement. By consensus, the Board agreed there were too many excise charges. Mr. Baker said a mower attachment for the excavator would allow the road crew to tackle some of the brush and then the Town would have to hire a tractor/operator for some roadside edges (estimated 10-15 hours). K. Luzader said she would agree not to rent a mower as long as the Highway Department can complete the work in-house.

J. Jankus mentioned the sidewalks were not being plowed the full length of Route 140E and he said more sand was needed. It was noted Fire District #1 was responsible for

sidewalk winter maintenance. The town administrator said she would contact fire district officials.

**Public Comments.** None.

**FY'24 Budget Review - Highway.** Mr. Baker recommended a 30 percent increase on budget line item 5301 Town Garage Operating Expenses to \$15,400 and the Board agreed. Board members set other Highway line items as follows: 5302 Equipment \$3,000; 5307 Galion Grader \$0 (maintenance in line 5346); 5308 \$2,500; 5310 Sanders/plows \$2,500; 5314 Hired Equipment \$12,000 (roadside mowing, Mt. Holly snowplowing and grading, mower attachment for excavator); 5315 Diesel Fuel \$34,375; 5316 Gas \$1,200; 5317 Tree/Landscaping \$4,000 (a portion to be used for East Street); 5318 Winter Sand \$35,000; 5319 Winter Salt \$60,000; 5320 Chloride \$975; 5321 Culverts \$9,000 (B. Duchesne noted most of the culverts replaced this year were paid by grants); 5322 Oil/Grease \$2,000; 5323 Gravel \$125,000; 5324 Blades \$3,250; 5325 Paving \$75,000; 5327 Traffic Devices \$500. Mr. Baker noted no funds were spent for traffic devices this year, because the town administrator had secured a \$2,500 grant to pay for road signage packages. Board members agreed to set line 5328 Road Crew Clothing stipend (in lieu of uniforms) at \$1,500; 5332 Special Projects (clean storm drains) \$2,500; 5336 2014 Kenworth \$6,500; 5337 2016 Kenworth \$5,500; 5338 Chevy Silverado \$500; 5339 Municipal Road General Permit fees \$1,350; 5340 2018 Dodge Ram \$1,500; 5342 2019 Milton CAT Loader loan payment and maintenance \$21,320; 5343 Excavator loan payment and maintenance \$12,455; 5344 Carry over \$0; 5345 International \$2,000; and a new line - 5346 (new CAT) Grader – and set it at \$53,000.

Mr. Baker provided an overview of the size and dimensions of a proposed new salt/sand shed. Board members agreed to pursue a grant in the fall for the structure and use Revenue Augmentation Trust funds for a local match (funds to be distributed in December).

B. Duchesne said the Accelerated Bridge Construction program might be a good strategy to pursue for the Creek Road Bridge. Mr. Baker said the Highway Dept. planned to pursue interim repairs in the spring to clean, shim and pave the bridge as advised by VTrans Brain Sanderson during a site visit in November.

**FY'24 Appropriations.** Eric Davenport spoke on behalf of Wallingford Rescue's level funded request of \$21,000, which included \$11,000 for insurance and \$10,000 for the Vehicle Replacement Fund. By consensus, the Board agreed with the request for line 5210.

Michael Luzader spoke on behalf of the Gilbert Hart Library request of \$40,000 (an increase of \$2,000 from last year). He noted cost of living increases were 8.5 percent and the library staff would be given 5 percent increases. He described the Book Path, Small Library and Dolly Parton Imagination Library programs. By consensus, the Board agreed with the request for line 5205.

Board members set the following Appropriation requests at 5203 VNA & Hospice \$250; 5204 Southwestern VT Council on Aging \$250; 5206 Humane Society \$300; 5207 Rutland Mental Health \$250; 5208 BROCC \$250; 5209 RSVP \$250; 5211 Mt. Holly Rescue \$2,500; 5212 RAS \$750; 5213 NewStory \$250; 5213 VT Center for Independent Living \$100; 5215 VT Adult Learning \$250; 5216 VT Association for the Blind \$90; 5218 Green Up \$150; 5219 Rutland Natural Resources Conservation District \$250; Rutland Parent Child Center \$100; 5221 Flags \$150; 5222 Irving Smith Scholarship \$1,000; 5227 ARC \$100; 5228 Preservation Trust \$100; 5231 Red Cross \$100; 5232 VT Rural Fire Protection Task Force \$100; 5233 Child First Advocacy \$100; 5235 Vermont Family Network \$100; 5237 VT Council on Rural Dev \$100; and a new line item for Restorative Justice \$100. (5160 Communication Group was moved to the Administrator portion of the budget to be decided next meeting).

**FY'24 Recreation.** David Cornwell, Shannon Pytlik and Sumio Seo presented an overview of the draft Recreation budget. They proposed increasing the lifeguard hourly rate from \$12.75 to \$16; Summer Program Director from \$18.91 to \$20; Co-Director from \$16.81 to \$18; Lead Counselor with lifeguard certification from \$15.76 to \$17. They noted minimum wage for concession workers would increase from \$12.55 to \$13.18. They further recommended increasing the weekly cost of the Summer Recreation Program by \$15 to offset some of the salary increases.

By consensus, the Board set the following line items: 5801 Elfin Lake Salaries \$11,300; 5901 Summer Rec Salaries \$9,450; 5802 Telephone \$310; 5804 Electric \$450; 5805 Maintenance \$2,500 (with the Building Fund to cover approved Concession Stand repairs/upgrades); 5806 Portable Restroom \$1,380; 5807 Field Trips \$1,800; 5808 Lake Supplies \$525; 5809 Recreation Supplies \$400; 5810 Lake Concessions \$1,300; 5812 Mowing \$3,000; 5814 Youth Sports \$500; and 5815 \$0.

There was a discussion regarding 5816 Wallingford Day and whether to include it in the Recreation budget under the auspices of the Recreation Committee with the Wallingford Day group serving as a sub-committee. By consensus, the Board set 5816 at \$1,750 and agreed to add a special article to the Town Meeting Warning asking residents if Wallingford Day should be part of the budget or a separate non-municipal event.

The Board set 5817 Recreation Programs at \$750. B. Duchesne said he would like to see more programs offered for adults and seniors to align with the Town demographics. Ms. Pytlik agreed and said the Recreation Committee would like to revive the line dancing program and other events. The Board agreed to add a new line item - Memorial Day Parade and set it at \$500 to increase law enforcement coverage.

**Purchasing Policy Revisions.** K. Luzader made a motion that was seconded by J. Jankus to adopt the revised Purchasing Policy. Motion carried (5-0).

**Town Wide Reappraisal Request for Proposals.** B. Duchesne said he received feedback from an individual who opposed a town wide reappraisal so soon after the 2018 reappraisal. B. Duchesne said some of the properties were undervalued in the 2018

reappraisal and he noted the Town's assessor expected the state to mandate a reappraisal by the end of the year due to the Common Level of Appraisal and Coefficient of Dispersion percentages. C. Behrendt indicated it would be better to pursue a reappraisal on the Town's terms and timeline. K. Luzader made a motion that was seconded by C. Behrendt to issue a Request for Proposals for a town wide Reappraisal for the 2026 Grand List. Motion carried (5-0).

**Selectboard Concerns.** None.

**Other Business.** B. Duchesne noted the Act 157 discussion should be held at the next meeting.

K. Luzader made a motion that was seconded by C. Behrendt to adjourn at 9:10 p.m.

Submitted By: Sandi Switzer/Town Administrator

APPROVED THIS 2 Day of January, 2023 Wallingford Selectboard

Carolyn Behrendt \_\_\_\_\_

Bruce Duchesne \_\_\_\_\_

Justin Jankus \_\_\_\_\_

Kathy Luzader \_\_\_\_\_

Mark Tessier \_\_\_\_\_