

Wallingford Selectboard

Meeting Minutes

March 20, 2023

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

Others present: Sandi Switzer, Julie Sharon, Phil Baker, Steve Lanfear, Debbie Scranton, Carol Macleod, Dennis Duhaime, Sumio Seo, Shannon Pytlik, Anne Awad, Jane Quigley, and Greg McCormack from Peg-TV.

Town Administrator Sandi Switzer called the reorganizational meeting to order at 6:30 p.m. and asked for nominations for Selectboard Chair. M. Tessier nominated B. Duchesne and K. Luzader seconded the nomination. There were no other nominations. B. Duchesne was elected chair, (4-0). B. Duchesne abstained.

B. Duchesne asked for nominations for Vice Chair. C. Behrendt nominated K. Luzader and J. Jankus seconded the nomination. There were no other nominations. K. Luzader was elected vice chair (4-0). K. Luzader abstained.

By consensus, the Rutland Herald was designated the newspaper of record; date and times of twice monthly Selectboard meetings will be the first and third Mondays of each month at 6:30 p.m. at Town Hall; and Rules of Procedure for Municipal Bodies were adopted.

Agenda Amendments. None.

Minutes. K. Luzader made a motion that was seconded by M. Tessier to approve the 03/06/23 Meeting Minutes with a minor correction to the starting time of the meeting. Motion carried (5-0). K. Luzader made a motion that was seconded by M. Tessier to approve the 03/06/23 Informational Meeting Minutes. Motion carried (5-0).

Pay Orders. K. Luzader made a motion that was seconded by C. Behrendt to approve the 03/21/23 pay order total of \$24,605.42. Motion carried (5-0).

Road Commissioner's Report. Road Commissioner Phil Baker said he received a report of a threat to dump a load of snow at the town garage because of plowing issues on Senecal Way. Mr. Baker explained the snowstorm was challenging particularly in East Wallingford. He said Senecal Way was plowed March 17th and sanded on March 20th. Road Foreman Steve Lanfear said the road crew spent 30 hours pushing back snow in that area. B. Duchesne requested the town administrator send Dan Wilcox a letter to explain the Highway Department's storm response, including the prioritization of roads. It was noted no residents lived on Senecal Way. Mr. Baker added Mr. Wilcox should call him directly with any concerns.

Annual Financial Plan. The Board approved by consensus the Annual Financial Plan required by VTrans in order to qualify for paving and bridge/structure grants.

Road Commissioner Reappointment. K. Luzader made a motion that was seconded by C. Behrendt to reappoint Phil Baker as road commissioner for a one-year term. Motion carried (5-0).

Phil Baker and Sons Road Maintenance Agreement. Mr. Baker provided the town administrator with Phil Baker and Sons equipment/operator rates for a one-year period. The matter was tabled until the next meeting so rates could be included in an agreement.

Honorable Mentions. Milt and Coleen Seaver donated money to the food shelf in Tom French's memory; all the Town Meeting election volunteers who assisted at the polls and later counted ballots.

Public Comments. None.

Conservation Commission Requests for Income from Honey Sales and Grant Application. The Board by consensus approved the Conservation Commission's request to purchase bees with the income generated by the sales of honey from Stone Meadow hives.

The Board agreed by consensus to approve commissioners' request to apply for a Association of Vermont Conservation Commissions Tiny Grant in the amount of \$279.84 to purchase materials to rebuild stairs near the Bog Trail. C. Behrendt asked if the stairs would impede bikers and D. Duhaime responded it was not one of the two bike trails.

M. Tessier mentioned a tree may need to be removed by the kayak launch. D. Duhaime said the tree warden had inspected it.

Recreation Committee.

5K Cross Country Route. Mill River Track Coach Brian Elliot provided an overview of a 5K cross country route utilizing the municipal ballfield and Stone Meadow. He said the cross country meet would take place on September 23 and utilize the space from 7 a.m. to 1 p.m. including preparation and cleanup. He said buses bringing teams to the meet could park at Wallingford Elementary and volunteers would assist with traffic control. By consensus, the Board approved the event. C. Behrendt thanked Mr. Elliot for his efforts to build up the Mill River track program.

Bulletin Board. By consensus, the Board approved Shannon Pytlik's request to purchase a bulletin board for \$154.99 to be installed on the shed at the ballfield. J. Sharon said she would order the bulletin board in order to save sales tax.

Recreation Offerings. Ms. Pytlik provided an overview of responses received from those who submitted surveys regarding program they would like offered, including pickleball, dance courses, and paint classes. She said several responders offered to

lead the classes. She said Recreation Committee members would each pick an event and organize it. She asked if the committee needed Board approval. B. Duchesne said the Board did not want to micromanage the Recreation Committee and they were free to organize events within their budget.

Ballfield Concessions. Ms. Pytlik said volunteers operated the ballfield concession stand in the past and she would like to seek out groups interested in running it as fundraisers similar to the Town Hall concert series. By consensus, the Board agreed.

Lifeguard Flyer. Ms. Pytlik offered to create posters to attract candidates for Elfin Lake public beach lifeguard positions by including an hourly rate, certification reimbursement, extra income from swim lessons. Board members by consensus agreed on lifeguard coverage 25 hours a week at a rate up to \$16/hour.

Summer Recreation Program Weekly Rates and Elfin Lake Public Beach Fees. The Summer Recreation Program weekly rates were set at \$80 per resident and \$85 per non-resident; two children from the same family would be \$150 (resident) and \$160 (non-resident); three children from the same family at \$225 (resident) and \$240 (non-resident) by consensus.

By consensus, the Board agreed to keep Elfin Lake admissions the same at \$3 per adult and \$1.50 per child ages 2 to 17.

Maple Street Retaining Wall Zoning Permit After reviewing the Maple Street retaining wall zoning permit application and sketch, the Board approved by consensus submitting the application to the zoning administrator.

The town administrator stressed to the road foreman and road commissioner state River Engineer Josh Carvajal required measures to be taken to ensure no materials from the project ended up in the river.

Reappointments. K. Luzader made a motion that was seconded by M. Tessier to reappoint the following: Carol Macleod and Nick Bresinsky for Conservation Commission 4-year terms; Jill Burkett and Dave Ballou for Dev. Review Board 3-year terms; Joseph Elwell dog warden 1-year; Eric and Dale Davenport E911 Reps 1-year; Jim Bagnall Emergency Mgt Director 1-year; Ralph Nimitz and David Castonguay for Energy 3-year terms; Erika Berner RRPC Rep 1 year; Bruce Dobbins Transportation Alternative Committee (TAC) Rep 1 year; Rob Barker Tree Warden 1 year. Motion carried (5-0).

William Weiss and Ken Fredette asked not to be reappointed to Rutland County Solid Waste District and Rutland Reg. Planning Commission respectively.

K. Luzader agreed to serve on the Scholarship Committee for another year.

Boy With the Boot. Anne Awad requested the Board authorize the Selectboard chair to sign the UVM Partner Commitment Form for the Boy With the Boot Garden. She said

there was an educational component required as part of the agreement, which would provide about \$250 annually to the Town for garden upkeep. C. Behrendt asked if there was a signage requirement. Ms. Awad responded in the affirmative and said there was a small plague on a rod in the garden. The town administrator suggested the Board authorize Ms. Awad as the Town's representative, which would allow her to sign the Commitment Form and assume responsibility for requirements. K. Luzader made a motion that was seconded by M. Tessier naming Anne Award as the Town's authorized representative for the Boy With the Boot Garden project. Motion carried (5-0).

Social Media Policy. B. Duchesne said the Town's Facebook page was deactivated after comments made about a recent rabies clinic. K. Luzader asked if comments could be turned off. M. Tessier said the Facebook page was another means of communication and he wanted to see it continue. The Board by consensus agreed to consider a Social Media Policy at the next meeting.

Opioid Settlement. The Board agreed by consensus to opt out of the National Opioids Settlement related to Teva, Allergan, CVS, Walgreens, and Walmart. C. Behrendt and J. Jankus said settlement funds were not going to designated groups working on this issue.

Lisa Williams Records Requests and Personnel Concerns. Board members were in receipt of numerous emails sent in February and March of this year by Lisa Williams regarding a records' request in 2022 as well as questions related to a municipal employee. B. Duchesne said the Custodian of Public Records contacted all involved in the records' request seeking relative emails and then provided Ms. Williams with copies of those emails. He said the Town had no control over private computers or emails. By consensus, the Board directed the town administrator to send a certified letter to Ms. Williams responding to her concerns as follows: there was no credit or refund as the amount paid covered the records produced; the Employee Handbook was provided as requested; the Town does not have a formal complaint form; personnel matters are confidential; and personnel files are exempt from Public Records Requests.

B. Duchesne said Ms. Williams is under the assumption the Board took no action regarding her municipal employee complaint. He said the Board entered executive session with counsel last June and cannot disclose matters related to personnel issues.

Selectboard Concerns. None.

Other Business. B. Duchesne said he along with the town administrator met with Mill River Superintendent Brian Hill earlier in the day in an attempt to resolve multi-year issues related use of Wallingford Elementary School (WES) auditorium for the annual Town Meeting. It was noted the superintendent reminded town officials the district did not charge the Town for use of the facility. It was further noted a Quick Claim deed was signed in 2016 naming the Mill River School District as owners of WES.

B. Duchesne said municipal insurance through VLCT would cover Town sponsored events, such as Wallingford Day. He said there should be a discussion with the Wallingford Day group and Recreation Committee members to formalize this group as a Recreation sub-committee with members, an elected chair, agendas and minutes as required by the state Open Meeting Law. M. Tessier requested Wallingford Day representatives and the Recreation Committee chair attend an upcoming meeting.

K. Luzader made a motion that was seconded by M. Tessier to adjourn at 8:18 p.m.

Submitted By: Sandi Switzer/Town Administrator

APPROVED THIS 3rd Day of April, 2023 Wallingford Selectboard

Carolyn Behrendt _____

Bruce Duchesne _____

Justin Jankus _____

Kathy Luzader _____

Mark Tessier _____