

Wallingford Selectboard

Meeting Minutes

June 5, 2023

Selectboard Members Present: Carolyn Behrendt, Bruce Duchesne, Kathy Luzader and Mark Tessier. Justin Jankus did not attend.

Others present: Sandi Switzer, Julie Sharon, Christopher Williams, Jane Duda, Maria French, Bruce Dobbins, Eric Davenport, Ken Welch, David Castonguay, Phil Baker, Dave Seward, Sumio Seo, Shannon Pytlik, and Sabra Shulman.

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

Agenda Amendments. None.

Executive Session. K. Luzader made a motion that was seconded by C. Behrendt that premature general public knowledge regarding an Environmental Court matter related to a Development Review Board action would clearly place the public body or a person involved at a substantial disadvantage and, therefore, the Board along with the town administrator and town attorney would enter Executive Session at 6:31 p.m. as allowed under 1 V.S.A. § 313(a)(3) “for confidential attorney-client communications made for the purpose of providing professional legal services to the body.” Motion carried (4-0).

K. Luzader made a motion that was seconded by C. Behrendt to exit Executive Session at 6:46 p.m. K. Luzader made a motion that was seconded by M. Tessier to follow the advice of Town Attorney Gary Kupferer relative to a Development Review Board matter in Environmental Court. Motion carried (4-0).

Minutes. K. Luzader made a motion that was seconded by M. Tessier to approve the 05/17/23 Meeting Minutes. Motion carried (3-0). C. Behrendt did not vote as she did not attend the meeting. By consensus, the Board tabled approval of the 05/15/23 Minutes due to a lack of a quorum among those who attended the meeting.

Pay Orders. M. Tessier made a motion that was seconded by L. Luzader to approve the 06/06/23 pay order total of \$71,217.14 after \$1,455 was added for Precast Concrete jersey barriers. Motion carried (4-0).

Honorable Mentions. Gary Fredette and Patty Bowen for painting the Boy With the Boot fountain; Bill Lohsen for turning on the fountain’s water; and Bruce and Maureen Duchesne for removing the barriers securing the Elfin Lake concession stand.

Public Comments. None.

Wallingford Day Requests. By consensus, the Board approved a Wallingford Day Fireworks Display Permit already endorsed by Fire Chief Michael Hughes.

M. Tessier provided an overview of Green Mt. Power requirements to attach a banner to utility poles for a display across Route 7. Wallingford Day's Jane Duda said the committee would adhere to all GMP and VTrans requirements. She noted Awesome Graphics recommended a permanent guide wire with D-rings to attach the banner. M. Tessier said GMP would require a signed agreement and he offered to assist with measurements. Ms. Duda said the committee was aware the required approvals may not be finalized for the annual event this year and unless directed otherwise she would pursue permissions for displays in subsequent years.

Maria French noted Jenn Galusha had resigned from the Wallingford Day subcommittee after an appointment error. K. Luzader made a motion that was seconded by C. Behrendt to appoint Monica DeLorme to the post. Motion carried (4-0).

Sabra Shulman asked if other banners could be hung on the guide wire. There was a brief discussion with board members indicating groups would need to seek all necessary approvals.

ARPA Funds. Wallingford Rescue's Eric Davenport presented updated estimates for a generator (Rob Stubbins \$14,900 and Jeff Duchesne \$18,500) and a stair chair (\$3,150 Diamedical and \$2,164 Medical Necessities). Mr. Davenport said Wallingford Rescue would go with low estimates for both items for a purchase total of \$17,064 and any ARPA funds granted for the purchases would be appreciated. M. Tessier made a motion that was seconded by K. Luzader to follow the ARPA Committees recommendation to grant \$9,228 and the Board would revisit the matter if there were remaining ARPA funds after all grants were made. Motion carried (3-0). B. Duchesne abstained.

Road Commissioner's Report. Road Commissioner Phil Baker advised selling the 2014 International after he learned it would cost more than \$15,000 for a used motor. By consensus, the Board agreed. Mr. Baker recommended selling it for \$7,500.

He said Road Foreman Steve Lanfear wanted to pave the Seward Hill and Sugar Hill intersection this summer along with a section of Waldo Lane near the transfer station and a section of Maple Street. He said he would be available to meet with paving contractors after June 16. B. Duchesne said the Town was awarded a VTrans Structures grant to pave the Creek Road Bridge. He advised obtaining estimates from contractors for that work as well. Mr. Baker agreed. Town Administrator Sandi Switzer said the Town would receive an executed grant agreement for the Creek Road Bridge paving project later this summer and work could not commence until then.

Mr. Baker said the Maple Street retaining wall project as part of the FY'21 VTrans Structures Grant would be completed this week. He noted the road crew purchased chloride from Carrara's because LaValley's was not sure when they would be restocked. He said the price from LaValley's was higher.

K. Luzader made a motion that was seconded by C. Behrendt authorizing B. Duchesne to sign the Purchase Order agreement for a Milton CAT mulching head at a cost of \$28,000 to be paid for with ARPA Funds. Motion carried (4-0). S. Switzer said Milton CAT recommended the additional purchase of a protective screen. Mr. Baker said the road crew could make one.

ARPA Funds. B. Duchesne said the Board had tabled a decision on the ARPA Committee's recommendation to grant \$100,000 for a pumper/tanker for the East Wallingford Fire Department due to a federal requirement funds be obligated by December 31, 2024 and spent by December 31, 2026. He asked if the fire department would be able to raise the balance to purchase the truck by the spending deadline. Dave Seward said the department had pursued several avenues of funding, including FEMA funds. He said they should know more by the end of September. He said if the Town committed the \$100,000, the department would order the truck immediately as there was an 18-month timeframe for delivery. There was a discussion regarding whether ARPA funds might impact FEMA eligibility. B. Duchesne asked about the department's turnout gear. Mr. Seward said some gear was 10 years old and the department had purchased four new sets last year. After further discussion, the matter was tabled until more information was obtained regarding alternate funding.

The Board reviewed VLCT's advice in response to a separation of church and state inquiry related to a First Baptist Church request for ARPA funds for chimney/roof repairs. C. Behrendt and K. Luzader indicated the Board would be more likely to grant ARPA funds if the church was more commonly used as a community gathering location. C. Behrendt made a motion that was seconded by K. Luzader to deny ARPA funds to the First Baptist Church. Motion carried (4-0).

M. Tessier made a motion that was seconded by K. Luzader approving an agreement with Cott Systems to digitize historical land records Volumes 1-100 for a total not to exceed \$80,450. Motion carried (4-0).

Energy Committee Request – Hire Mechanical Engineer. Ken Welch and Dave Castonguay from the Town's Energy Committee said they would like to hire a mechanical engineer to assist with Request for Proposals to insulate Town Hall, install heat pumps and replace the boiler. He said they would like to have bid packages completed by the end of June and go out to bid by the end of July. B. Duchesne said the Board's priorities were as follows: insulation (to include sealing the windows and painting all exterior trim) and replacing the boiler with heat pumps as optional. Mr. Welch said they had not included painting trim, but would seek that additional information if the Town provided contractor contact information.

Mr. Castonguay estimated a mechanical engineer would cost up to \$4,000. By consensus, the Board granted permission to hire a mechanical engineer after the Energy Committee obtained three estimates. The town administrator said there would likely be only one Selectboard meeting in July to approve bid documents.

Recreation Committee Purchase Requests. Recreation Committee Chair Sumio Seo said the committee had \$3,622 remaining in the FY'23 budget. He along with Recreation Committee member Shannon Pytlik proposed using a portion of that budget to take steps necessary to install water in the shed at the ballfield with a tamper resistant spring-loaded faucet outside the building. B. Duchesne listed the costs associated with the project, including installation of a line and meter, having water turned on and off annually. Ms. Pytlik said 60 percent of respondents to a questionnaire favored water at the ballfield. B. Duchesne responded most residents were unaware of installation costs and ongoing expenses associated with it as well as the history of vandalism. He added very few recreational parks in the region provided public water supplies. K. Luzader said she wanted to know annual costs. Mr. Seo agreed to research that information. K. Luzader and C. Behrendt expressed support for the proposal if measures were taken to reduce the likelihood of vandalism. After further discussion, K. Luzader made a motion that was seconded by C. Behrendt to approve spending up to \$2,300 for the water project with the caveat the water valve inside the shed remained off (no outside public spigot use) and only turned on for "main events" at the ballfield for a trial period of one year. Motion carried (3-1). B. Duchesne voted in the minority. K. Luzader reminded Mr. Seo and Ms. Pytlik to obtain three bids to be presented to the Selectboard for approval. Mr. Seo said the Purchasing Policy required two bids but three were preferable.

Mr. Seo said the Recreation Committee wanted to use a portion of the remaining FY'23 budget to install four security cameras on the ballfield shed with a data hub inside the building that would preserve data for one week. He said the cameras had a 500-foot coverage range. Ms. Pytlik said Recreation member Brian Ferguson would install the units. She noted colder temperatures would impact the effectiveness of the cameras and she said power to the building would have to remain on year-round. B. Duchesne said Rutland County Sheriff's Department had informed board members in the past that 90 percent of the time cameras do not provide sufficient information to assist with crime detection. M. Tessier expressed concern the cameras would be vandalized. C. Behrendt responded vandalism costs money, too. After further discussion, M. Tessier made a motion that was seconded by C. Behrendt to approve spending up to \$1,000 on the cameras and data hub. Motion carried (3-1). B. Duchesne voted in the minority.

No action was taken on the purchase of clay for the ballfields at a cost of \$1,700 and repairs to the Elfin Lake concession stand.

Appointments. By consensus, the Board agreed to post a Conservation Commission vacancy after the Town did not receive a response from member Rodney Ward to resign or participate in meetings.

By consensus, the Board appointed Joyce Barbieri as Development Review Board alternate.

Northeast Delta Dental. By consensus, the Board agreed to switch from Northeast Delta Dental Plan 3 to Plan 2 effective July 1, 2023.

Sidewalk Consultants. K. Luzader made a motion that was seconded by C. Behrendt to approve hiring VHB Consultants to design School Street sidewalks at a cost of \$77,060 as part of the Bike/Ped grant program. Motion carried (4-0).

Unlicensed Dog Letters. By consensus, the Board agreed to send out letters to owners of unregistered dogs to register their pets by June 29th or be assessed civil penalties.

Selectboard Concerns. None.

Other Business. B. Duchesne noted Elfin Lake public beach would open June 17 for the summer. He further noted the Town was awarded \$18,000 in FY'24 Grants in Aid for road segment improvements.

The town administrator asked about a Street Excavation Permit for Fire District #1's Taft Terrace water line repair, which would require the pavement to be repaired. Mr. Baker said he was unaware of the permit status. B. Duchesne said the Town may want to revisit the permit requirement.

Mr. Seward asked if the Town had taken a position on state options for Bridge 15 on Route 155. B. Duchesne said the Town had not taken a position, but he said he had let his own personal views be known.

Executive Session. K. Luzader made a motion that was seconded by M. Tessier to enter executive session as allowed under 1 V.S.A. § 313(a)(3) "the appointment or employment or evaluation of a public officer or employee" at 8:41 p.m. Motion carried (4-0).

C. Behrendt made a motion that was seconded by M. Tessier to exit executive session at 9:05 p.m. Motion carried (4-0). K. Luzader made a motion that was seconded by C. Behrendt authorizing 5 percent raises for Julie Sharon, Sandi Switzer, Erika Berner, Charlie Woods, Laurie Phillips, Steve Lanfear, Art Nemeth and Jerry Reynolds and setting Jill Stone Teer's rate at \$18 per hour. Motion carried (4-0).

The meeting adjourned at 9:06 p.m. Motion carried (3-0).

Submitted By: Sandi Switzer/Town Administrator

APPROVED THIS 19th Day of June, 2023 Wallingford Selectboard

Carolyn Behrendt _____

Bruce Duchesne _____

Justin Jankus _____

Kathy Luzader _____

Mark Tessier _____