Wallingford Selectboard

Meeting Minutes

October 19, 2026

Selectboard Chair Kathy Luzader called the Selectboard meeting at Wallingford Town Hall to order at 6:30 p.m.

Selectboard Members Present: Anne Awad, Rob Barker, Carolyn Behrendt, Glenn Mayer, and Kathy Luzader.

Others present at the Meeting: Sandi Switzer, Jill Stone-Teer, Phil Baker, Dean Olsen, Drew Elwoodk, Nathan Harvey, Sabra Shulman, and Greg McCormack from Peg TV.

Agenda Amendments. None.

Minutes. R. Barker made a motion that was seconded by G. Mayer to approve the 09/21/26 Meeting Minutes with a minor correction. Motion carried, (5-0).

Pay Orders. A. Awad made a motion that was seconded by G. Mayer to approve 10/20/26 pay orders totaling $222,497.70. Motion carried, (5-0).

Road Commissioner's Report. Road Commissioner Phil Baker said construction of the sand shed had been completed. He said three loads of salt and several tons of sand had been stockpiled. He said the one-ton needed new tires and the Board approved Mr. Baker ordering the tires online at a reduced cost. G. Mayer said Hopper, Bear Mountain and Sugar Hill needed grading. Mr. Baker said some roads needed ditch work.

G. Mayer said a VLCT insurance inspector wanted the Town Garage air compressor taken out of service. Mr. Baker said the Highway Department would purchase a small compressor and Charlie Woods may have the old unit.

There was no action on a request for a convex mirror on a road in East Wallingford as the resident requesting the item did not attend the meeting.

There was a discussion about signs on Centervillle Road alerting motorists to horseback riders. Mr. Baker said a resident was willing to purchase the signs and posts for the road crew to install. The Board by consensus agreed.

Honorable Mentions. Glenn Mayer for acting as a project manager for the sand shed replacement; Bruce Duchesne for filling in at the transfer station; Richard Korchak for his donation to the Town Hall food shelf; Seward Farm for providing the autumn decorations on the front steps of Town Hall.

Public Participation Reminders. Rules read aloud to members of the public:
A reminder about rules of procedure.
If you wish to address the Board, you may speak only after raising your hand, being acknowledged by the chair, and stating your name and where you live.
All comments shall be directed to the chair and not to others present.
Personal comments are not permitted.
Comments should be on topic.
We discuss issues not people.

Public Comments. Town Clerk and Treasurer Jill Stone-Teer requested permission for the Town's assessor to speak to the Town's attorney for an upcoming Superior Court hearing on a tax matter. The Board by consensus agreed.

J. Stone-Teer asked to be added to the town administrator hiring committee as she would be the one who works most closely with that employee. The Board agreed.

Energy Committee Membership and Town Hall Windows. Energy Committee Chair Tom Fort requested permission for committee members to take the necessary steps to close gaps on Town Hall windows (not including four windows employees want to open and shut in warm weather). The Board by consensus agreed.

R. Barker made a motion that was seconded by K. Luzader to approve the Energy Committee's recommendation to appoint Melinda Humphrey to an open seat. Motion carried, (5-0). K. Luzader made a motion that was seconded by C. Behrendt to reduce the Energy Committee membership size from seven to five members at the Energy Committee's request. Motion carried, (5-0).

Visitor – Drew Elwood. A matter presented by Drew Elwood regarding the newly designated road off East Street named Star Lane (approved by the Board at the request of the E911 coordinators) as well as a recent subdivision approval for that area was discussed. Mr. Elwood explained the new road was his Right of Way. He said he was not informed by the Town about the new road or subdivision proposal. K. Luzader read aloud the Town Ordinance requiring a driveway with three or more residents to be a private road requiring a name for E911 purposes. After a lengthy discussion, J. Stone-Teer proposed when a zoning permit request was sent to the zoning administrator that may prompt a road naming, then the zoning administrator should review the property map for Right of Way issues and alert the E911 coordinators.

Sugar Hill and Centerville Road Speed Concerns. Nathan Harvey and Sabra Shulman were in attendance to advocate for the lowering of the 35 m.p.h. speed limits on Centerville and a section of Sugar Hill from Butterworth down hill toward the horse farm.

A speed survey did not support lowering the speed limit, but Board members agreed other factors including the narrow road sections, pedestrian use, horseback riding on the roads, curves and hill may support the speed change. P. Baker agreed to assist with speed determinations in those areas.

Non-Profit Funding Requests. The Board agreed with G. Mayer's request to include an online form on the Town's website for non-profits to request funding for Fiscal Year 2028. The Board would then review and determine which requests and amounts to include in the Appropriations' budget. It was agreed there should be an option to print the form and submit electronically or by mail.

Municipal Buildings Use Request. The Board reviewed a revised Town Hall Building Use request form. The Board by consensus approved the form after revising the damage deposit to $150.

Grant Agreement – GR2153. By consensus, the Board authorized K. Luzader to sign Grant Agreement GR-2153 in the amount of $50,000 for the repainting of village crosswalks and some tree removal work. There is no local match.

WES 150 Acts of Kindness. G. Mayer provided an overview of Wallingford Elementary School's 150 Acts of Kindness. Board members, the town administrator and town clerk/treasurer offered several suggestions – assisting with the annual Rotary Bike event, trail work at Stone Meadow, assisting the Conservation Commission with Stick Season, spring cleanup at the ballfield.

Gilbert Hart Library – Bulk Mail Request. By consensus, the Board approved Kristin Cassidy's request to use the Town's bulk mail permit for the annual library funding raising letter to be mailed October 25th.

Town Administrator Job Description. C. Behrendt said the town administrator job description should not be amended as those were the duties required of the next employee. A. Awad asked if Town committee members should be involved in the hiring process.

There was a brief discussion about transition to a Town Manager form of government.

Agenda Building. None.

Selectboard Concerns. A. Awad said the No Parking sign on Route 7 near Florence Avenue needs to be moved.

R. Barker discussed the Town Hall clock. K. Luzader said she knows someone who may be helpful in repairing it.

Other Business. K. Luzader read the FY'28 budget schedule:

Capital, Town Government and Public Safety on December 7, 2026;
Recreation, Highway and Appropriations on December 21st, 2026;
Administration, Insurance and Revenue on January 4, 2027

C. Behrendt made a motion that was seconded by A. Awad to adjourn at 8:10 p.m. Motion approved (5-0).

Submitted By: Sandi Switzer/Town Administrator

APPROVED THIS 2nd Day of NovemberOctober in the year 2026:

Wallingford Selectboard

Carolyn Behrendt _____

Rob Barker_____

Anne Awad _____

Kathy Luzader _____

Glenn Mayer_____