

**Weathersfield Select Board**  
Meeting Minutes

June 16, 2014  
Approved July 7, 2014

**Present:** N. John Arrison  
Daniel Boyer  
C. Peter Cole  
David Fuller  
Richard Clattenburg

**Others Present:** Jim Mullen  
Bonnie DuPrey  
Wanda Gropler  
Charles Horton  
Rod Spaulding  
Francis Bingham  
Loraine Shand  
Ernest Shand  
Josh Dauphin  
Tracey Dauphin  
Kelly Murphy  
Representative Mark Huntley

**1. Call to Order**

Chairman Arrison called the meeting to order at 7:00 PM.

**2. Comments from Select Board and Citizens on topics not on agenda**

Select Board: None.

Citizens: None.

**3. Review Minutes from previous meetings (June 2, 2014)**

Item 12: Add, "Mr. Clattenburg seconded the motion and all were in favor" as the last sentence.

**Motion:** to accept the minutes of June 2, 2014 with the above correction

**Made by:** Mr. Boyer     **Second:** Mr. Cole     **Vote:** Unanimous in favor

**4. Second reading of proposed amendments to "Policy for Checking Driver License Records and Proof of Insurance" (Second reading of three)**

**Motion:** to move the policy to a third reading

**Made by:** Mr. Boyer     **Second:** Mr. Cole     **Vote:** Unanimous in favor.

**5. Approve renewal of agreements between the Town and the two fire departments**

The Board had received two copies of the agreement – each tailored to the individual fire departments. These copies were meant to be the final versions for signature at tonight's

meeting. However, Mr. Arrison stated that item 7.1(a) still contained the language “the collection of tax payments from the citizens of Weathersfield” which was supposed to have been removed. In addition, both signature pages read “AVFA” instead of one for each department.

**Motion:** to approve the Fire Protection Agreements between the Town and the West Weathersfield Fire Department and the Ascutney Volunteer Fire Association striking section 7.1(a)

**Made by:** Mr. Cole      **Second:** Mr. Boyer

The Agreements are to be signed by the five Select Board members; a witness to the Select Board signatures; the AVFA President and witness; the President of the West Weathersfield Volunteer Fire Department and witness.

Discussion ensued regarding:

- Dual titling of vehicles purchased with funds from both parties
- The use of town-purchased vehicles to generate funds for each department
- The town maintaining and insuring all department vehicles whether or not the town had participated in their purchase
- The complexity of these issues.

Mr. Dauphin stated that West Weathersfield is working on an inventory of their equipment which will show who owns what. They are also setting up two financial accounts – one for funds raised solely by the department, the other for funds received from the Town. Purchases made from the fund-raising account will be owned solely by the WWVFD.

Mrs. Murphy stated that AVFA is also working on a similar inventory.

Mr. Shand stated that many years ago, AVFA owned all of their equipment and insured it through their own insurance policies. At some point, the Association went to the Town and said, “Here’s what it costs us to operate. Would you make that work for us?” One of the things the Town suggested was that the equipment be insured through and maintained by the Town, thus giving rise to the current arrangement.

Mr. Shand said that in the past, hazmat was cleaned up by the department at the Town’s expense. The department started to charge (for hazmat cleanup) because it was costing them money. The number of calls (to which the department responded to in the 1970’s) was 27. They are now up to 300 calls. The point is, someone has to pay for the cleanup of hazardous materials that are spilled by accident.

Mrs. Kelly stated that the AVFA has an annual operating budget of \$80,000 (which does include items such as insurance, maintenance, etc. that the Town pays for). \$20,000 of that comes from the Town’s appropriation. The remaining has to be raised by the department itself through fund raising. They are waiting for \$17,000 to be reimbursed by insurance companies for hazmat cleanup. There is no guarantee they will get that money. Every time they respond to a (hazmat) scene, there is no guarantee they will be paid for the expenses that are incurred. All of the money that is generated by the Town-owned vehicles is money that goes back in services to the

town. In this way, they do not have to come to the Town looking for more funds to cover operating expenses.

Mr. Fuller challenged the idea that the Town is responsible for cleaning up accidents that occur on I-91. He stated that we only need to secure the site until the State hazmat crew arrives and they take charge.

**Vote:** Unanimous in favor of the motion.

**6. Amend wording on approval of Fireworks Display Permit for Running Bear Campground Area for July 4<sup>th</sup>**

Fire Chief Darrin Spaulding requested that the permit be amended slightly to reflect the fact that most bans on burning are issued on a county-by-county basis, not a statewide basis, as conditions vary around the state.

**Motion:** That the wording of Requirement #5 on the Municipal Fireworks Display Permit issued by the Select Board on May 2, 2014, for a July 4, 2014 display of fireworks for Running Bear Campground be amended as follows:

The Town will not issue a permit if there is a Windsor County or statewide ban on outside burning in effect. A permit that has already been issued will be suspended if a Windsor County or statewide ban is in effect; the Town's designated inspector may waive this rule provided extra resources are available to lessen any fir danger.

**Made by:** Mr. Cole      **Second:** Mr. Boyer      **Vote:** Unanimous in favor

**7. Review Timeline for 8/26/2014 Library Bond Vote – Ernie Shand**

The library trustees voted to petition for a vote on the same day as the next statewide primary. They are asking for \$1.1 million (less any grants or other funding received). They are in the process of gathering 250 signatures for the petition. They have worked with their architect to reduce the project cost by \$200,000. The interest rate for a 20-year bond is 3.544%. The estimated tax increase on a \$200,000 home would be \$52 per year. This is a reduction of \$10 from the amount given at March Town Meeting. The fund-raising committee will continue to host activities to help reduce the bond.

Some of the changes to the design included:

- Change in designation by the fire marshal from “assembly” to “business” class, which eliminates the need for sprinkler system
- Change roofing material from standing seam metal to faux slate
- 16” foundation will be reduced to 10”
- No longer cement block and brick; it will be 2' x 6 frame construction

An informational meeting must be held within the ten days prior to the vote.

Mrs. Shand stated that the fundraising committee has raised \$52,000 from events and donations. They also have \$131,000 in a reserve account.

The petition has to be in to the Town Clerk by July 7.

Town Manager suggested that the Select Board schedule a public hearing for August 18 at Martin Memorial Hall. It was decided to wait until the petition is presented to the Board before making any final arrangements.

**8. Receive public comments on approval of amended agreement with Weathersfield Food Shelf to cover rent**

Mr. Horton had two points:

- When did it become the Weathersfield Food Shelf in Perkinsville?
- Did the voters vote to do a food shelf over there?

Mr. Arrison said the money comes from an approved budget line item for Weathersfield residents in need. The food shelf in Ascutney is run by the Ascutney Union Church with no support from the Town. Mrs. Bearse said that the food shelf that used to be in the Perkinsville Community Church was called the Weathersfield Food Shelf – that it had never been the “Perkinsville Food Shelf”. Mr. Clattenburg said that the Select Board felt that they were serving residents in need by assisting the food shelf.

**9. Approve two Letter of Credits**

Town Treasurer Steve Hier explained in a memo to the Board that because cash surpluses had been depleted, the Town would need to borrow funds for cash flow purposes. The Town will need \$155,000 to pay for the Baltimore Road culvert (which would be reimbursed by the VTrans grant for the project) and \$360,000 operating expenses (which would be repaid through anticipated taxes).

**Motion:** To borrow \$155,000 as a grant anticipation note

**Made by:** Mr. Boyer      **Second:** Mr. Cole      **Vote:** Unanimous in favor

**Motion:** To establish a line of credit in the amount of \$360,000 through January 31, 2015 in anticipation of taxes

**Made by:** Mr. Boyer      **Second:** Mr. Cole      **Vote:** Unanimous in favor

**10. Impose Late Homestead Filing Penalty?**

**Motion:** To waive the Homestead Declaration Filing Penalty for the 2014/2015 tax year.

**Made by:** Mr. Clattenburg      **Second:** Mr. Boyer      **Vote:** Mr. Clattenburg, Mr. Arrison, Mr. Boyer and Mr. Cole in favor; Mr. Fuller abstained.

**11. 2015 statutory deadlines to make changes to Town Highway Map regarding “ancient roads”**

- **Need to classify Asa Grout Lane as a Class 3 or 4 Town Highway**
- **Need right-of-way to Tolles Cemetery**

Asa Grout Lane was accidentally left off the Town Highway map (in 2010). It should be on the map as a class 4 road. Then reclassify the road as a class 3 road in response to the request made by the residents on the road. The residents are aware of what must be done to bring the road up to class 3 standards.

The Board directed the Town Manager to warn a public hearing for the class 4 road.

An agreement to provide public access to the Tolles Cemetery has been drafted and reviewed by the Town's attorney and the attorney for Gurney and Limlaw. Mr. Boyer will continue to work toward finalizing the agreement.

**Motion:** To extend the meeting for an additional 15 minutes.

**Made by:** Mr. Fuller      **Second:** Mr. Cole      **Vote:** Unanimous

**12. Approve increase from \$2.00 to \$2.50 for sale price of Transfer Station punch tickets (sale price increase effective July 1, 2014)**

Recycling costs the Town money, but the Town cannot charge for taking the recycling. In addition, it costs more to dispose of recyclables than to recycle them.

The ideal fund balance is \$35,000 (15% of the budget). This cannot be drawn down to zero as there is no other money to draw on because this is an enterprise fund.

**Motion:** To raise the price of a punch from \$2.00 to \$2.50 on July 1, 2014

**Made by:** Mr. Cole      **Second:** Mr. Boyer      **Vote:** Mr. Cole, Mr. Boyer, and Mr. Arrison in favor; Mr. Fuller and Mr. Clattenburg opposed

**13. Set 2014-2015 Solid Waste Management Fee at \$33/parcel**

**Motion:** To set the FY15 Solid Waste Assessment for Weathersfield parcels at \$33/

**Made by:** Mr. Clattenburg      **Second:** Mr. Boyer      **Vote:** Unanimous in favor

**14. Authorize contracting for engineering services for Airport Road Reconstruction Project**

**Motion:** To award a contract to Pathways Consulting LLC to provide engineering services for the Airport Road Reconstruction Project for a Maximum Limiting Amount of \$3,400, as described in the Town's 6/5/14 RFP and Pathways Consulting 6/16/14 Response.

**Made by:** Mr. Fuller      **Second:** Mr. Boyer      **Vote:** Unanimous in favor

**15. Award contract for roadside mowing**

**Motion:** To award a bid to Jerry O'Meara d/b/a O'Maple Services of Vermont to perform roadside mowing in FY14 at a cost per hour of \$95.00/mower for a Maximum Limiting Amount of \$6,500.

**Made by:** Mr. Cole      **Second:** Mr. Fuller      **Vote:** Unanimous in favor

**16. Review Year-to-Date budget reports**

It would appear that the police department was underfunded, in light of the considerable costs incurred to upgrade it.

**17. Appointments**

**Motion:** To appoint Police Chief William Daniels as Constable

**Made by:** Mr. Fuller      **Second:** Mr. Cole      **Vote:** Unanimous in favor

**Motion:** To appoint Susan Boyer to the Parks and Recreation Committee

**Made by:** Mr. Cole      **Second:** Mr. Clattenburg      **Vote:** Unanimous in favor

**18. Approve Warrants**

**Motion:** To approve the Treasurer's Warrants dated June 16, 2014 as follows

General Funds	Operating Expenses	\$24,361.15
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	Payroll	\$18,541.93
Highway Fund	Operating Expenses	\$68,032.13
	Payroll	\$11,794.60
Solid Waste Management Fund		
	Operating Expenses	\$9,689.34
	Payroll	\$1,509.92
Library	Operating Expenses	\$375.99
Grants		\$0.00
Agency Monies		\$307.49
Reserves		\$225.00

**Made by:** Mr. Fuller    **Second:** Mr. Boyer    **Vote:** Unanimous in favor

**19. Future Meeting Agenda Items**

The next meeting will be at Martin Memorial Hall.

**20. Adjourn**

**Motion:** To adjourn the meeting

**Made by:** Mr. Boyer                      **Second:** Mr. Fuller                      **Vote:** Unanimous

The meeting adjourned at 9:27 PM.

Respectfully submitted,

*deForest Bearse*