

Weathersfield Select Board
Minutes
April 7, 2014

Present: Norman John Arrison
Daniel Boyer
Richard Clattenburg
Dave Fuller

Others Present: Jim Mullen, Town Manager
Lisa Slade, Recording Secretary
Chuck Wise
Lynn Esty
David Bonta
Ernie Shand
Lorraine (Cookie) Shand
Ed May
Olivette May
Kelly Murphy
Chip Cobb
Edith Stillson
Jonathan Norton
Jennifer Hutchins
Chris Schmelzenbach
Darrin Spaulding
Wes Hazeltine
Julia Lloyd Wright

Executive Session: At 6:52 p.m. Dan Boyer, John Arrison and Dave Fuller went into Executive Session with Charles Wise - candidate for Land Use Administrator. Richard Clattenburg joined them at 6:58 p.m. Executive Session ended at 7:03 p.m.

1. Call to Order: Mr. Arrison called the meeting of the Weathersfield Select Board to order at 7:03 p.m.
2. Comments from Select Board Members and Citizens on topics not on the agenda: Mr. Clattenburg said the dirt roads look good to him and he has seen the road crew out regularly.
3. Review Minutes from previous meeting(s): **Mr. Boyer made the motion to approve the minutes dated March 26, 2014. Mr. Clattenburg seconded the motion which passed unanimously.**
4. Appoint Land Use Administrator as nominated by the Planning Commission: Mr. Arrison said the Planning Commission went through the hiring process and nominated Charles "Chuck" Wise. **Mr. Boyer made the motion to appoint Charles "Chuck"**

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Shirley Ann Deane
Town Clerk

Wise the Land Use Administrator. Mr. Fuller seconded the motion which passed without dissent.

Mr. Arrison said Mr. Fuller needs to leave early so a few Agenda items will be moved around.

7. PACE Program: Peter Adamczyk joined the conversation via conference call. Mr. Arrison said the Town's responsibility and liability is a hot button with a lot of people. Mr. Adamczyk said about thirty towns have adopted PACE and he is encouraging the towns to talk with each other. He said funds are secured through banks, no obligation for the Town to issue a Bond. He said the money is available on a non recourse basis. Mr. Adamczyk said money is available to pay loss, if money available exceeds loss there is no recourse to the Town. However, that money is only available for a tax sale or foreclosure.

Mr. Adamczyk said in the event a person doesn't pay the PACE assessment at some point the Town has to take action even if a person is paying the town tax bill and the mortgage. He said the reserve account can not be assessed for this. Mr. Arrison the Town will incur expenses if this happens so who pays for these expenses. Mr. Adamczyk said you'll have to try and collect them but there is no guarantee.

Mr. Fuller said in the PACE program language is states applicant will bear any and all expenses. Mr. Adamczyk said wording in Legislation is saying non participants are not responsible therefore, the participants are responsible. Mr. Fuller said it scares him to think the program moves to the first lien holder position. Is the applicant to notify their mortgagee of this? Mr. Adamczyk said the applicant is to notify their mortgagee as part of the application process. And, PACE was senior to all mortgage claims in 2010 when the program was being rolled out but this was objected to so now PACE is junior to the Mortgage holder in Vermont.

Mr. Fuller asked who funds loan loss reserves. Mr. Adamczyk said it is first funded by applicants and then funded by Regge funds.

Mr. Arrison asked what the next step is for us. Mr. Adamczyk said to access financing the Town needs to sign the applicable documents that will create our Towns program and appoint Efficiency Vermont to as the Program Administrator (at no cost to the Town). Mr. Mullen said he will follow up for the documents the Board needs to sign.

9. Authorize Town Manager to post the position of Part-Time Police Department Administrator for 60 day period: Mr. Arrison said Chief Davies last day was today. **Mr. Boyer made the motion to authorize the Town Manager to post the position of a Part-Time Police Department Administrator for up to a 60 day period, Mr. Clattenburg seconded the motion.**

Mr. Fuller said an individual has been approached, can we amend the motion to go ahead with that person. Officer Norton said the person needs to be currently certified and needs to sign off on our policies in order to have complete access to our computer files. He said he has experience to do this and believes he can do it without hiring another person. He said the other Officers are on board and backing him on this until another Chief can be hired. Officer Hutchins said she agrees with Officer Norton and said it's important to move forward with the least amount of disruption.

Mr. Fuller said we were left with a short two week notice from Chief Davies and he thinks this is an important position to fill. He said we need to provide safety to our Town. Mr. Arrison said the information Officer Norton just shared was critical information.

Mr. Fuller amended the motion to have the Select Board Chair work closely with the Town Manager on this position, Mr. Boyer seconded the amended motion. Mr. May said over the last year the police department has been very visible on both sides of Town and people now expect this and want this.

Mrs. Murphy asked if the Select Board would be recognizing Chief Davies for the time he was our Chief. Mr. Mullen said they are in the process of doing so.

Mr. Arrison mentioned that we have a budget to work with and two police articles were defeated at the Town meeting and he's not sure what that means. **Motion passed unanimately.**

10. Approve Membership and Purpose of Police Chief Candidate Review Committee: Mr. Clattenburg said he thinks all Select Board members should be part of this Committee. Mr. Boyer made the motion to have the Committee consists of Select Board members and four citizens, Mr. Clattenburg seconded the motion. Officer Norton said he would like one of the current police officers to be included. Chief Spaulding said it would be nice if one Fire Chief was on the Committee since they work so close with the Police Department. It was said that anyone interested in serving on the Committee should sent written confirmation to the Town Manager before the 21st.

Mr. Fuller left the meeting.

5. Pavement Recommendations for Maple Street Reconstruction Project, Chris Schmelzenbach from Dubois King: Mr. Schmelzenbach summarized where the reconstruction of Maple Street is at this time. The borings have been done, they are looking to widen the road approximately two feet and reshape the vertical alignment a little. He recommends the Town consider two bid alternatives - one for removal and disposal, bring in gravel and lay 5" of pavement in three layers. The second to reclaim which is to basically grind the existing pavement, bring down 6" and then use material on site as sub base. Mr. Arrison asked what the time frame is. Mr. Mullen said this would be for the next construction season.

6. Review 2014 Objectives of Veterans Memorial Committee: Mr. Cobb shared the Veterans Memorial 2014 objectives with the Select Board and said he had submitted a letter to the Town Manager stating he would like to be appointed the Chair of the Veterans Memorial Committee.

8. Board of Liquor Control Commissioners: Mr. Arrison convened the Board of Liquor Commission. **Mr. Boyer made the motion to approve the outside consumption permit submitted by Stoddard Enterprises VT, LLC dba Summerfield's Restaurant. Mr. Clattenburg seconded the motion which passed without dissent.** Board of Liquor Commission was adjourned.

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11. Award contract for Engineering Services

A. 0.85 mile Baltimore Road Culvert Project: **Mr. Boyer made the motion to award the contract to Hammond Engineering to provide engineering services in response to the Town's 3/26/14 Request for Proposals ("RFP") for Topographic Survey, Design, and Construction Inspection Services for the Concrete Box Culvert Project located 0.85 miles west of Vermont Route 106, and Hammonds Engineering's 4/7/14 response to the RFP in the amount of \$7,500.00 Mr. Clattenburg seconded the motion which passed without dissent.**

B. Thrasher Road culvert #3 Project: **Mr. Boyer made the motion to award a contract to Hammond Engineering to provide engineering services in response to the Town's 3/26/14 Request for Proposals ("RFP") for Topographic Survey, Design, and Construction Inspection Services for the Thrasher Road Culvert #3 Project, and Hammond Engineering's 4/7/14 response to the RFP in the amount of \$2,700.00. Mr. Clattenburg seconded the motion which passed unanimously.**

12. Agreement with NRCS for Tarbell Hill Road Brook EWP Grant: Approve Signature Authorization: Mr. Mullen said FEMA money was received for the road now we have been deemed eligible for a grant for brook worth by NRCS. **Mr. Boyer made the motion to approve the Signature Authority for Emergency Watershed Protection (EWP) Projects for the Tarbell Hill Road Emergency Watershed Protection Project. Mr. Clattenburg seconded the motion which passed unanimously.**

13. Approve extending existing Agreement with Auditors: Mr. Mullen said we have used Mudgett, Jennett & Krogh-Wisner for ten years and their price has increased \$500 each year, next years proposal is \$15,000. Mr. Clattenburg asked why we wouldn't want to seek an alternate bid. Mr. Mullen said it is a lot of work to do this but it is something we could consider next year. **Mr. Boyer made the motion to enter into an Agreement with Mudgett, Jennett Krogh-Wisner, P.C. to perform an audit of the Towns FY2014 financial statements for a not-t-exceed figure of \$14,000 and to send RFP's for auditing services next year. Mr. Clattenburg seconded the motion which passed without dissent.**

14. Update on Airport Road Reconstruction Project: Mr. Hazeltine said not much to update other than cores were done today and the sub base is in good condition.

15. Update 2014 Dry Hydrant Grants: Mr. Mullen said this is just for informational purposes, they are due on May 2nd and each department will take their proposal to the next Fire Commission meeting.

16. Value of Tenney Hill Road Property and whether to consider it "surplus": Mr. Arrison would like to move this to the next meeting when more Board members are present.

17. Discuss Newspaper of Record comparisons/options: Mr. Mullen said after reviewing prices he recommends staying with the Valley News.

18. Review Select Board Summer Meeting Schedule: Mr. Arrison said this requires no action.

19. Review update list of 2014 Select Board Goals: list reviewed

20. Appointments:

n. Weigher of Coal: **Mr. Clattenburg made the motion to appoint John Arrison weigher of coal. Mr. Boyer seconded the motion which passed without dissent.**

l. Veterans' Memorial Committee: **Mr. Boyer made the motion to appoint Chip Cobb the Select Board representative for the Veteran's Memorial Committee. Mr. Clattenburg seconded the motion which passed without dissent.**

21. Approve Warrants: **Mr. Boyer made the motion to approve the Treasurer's Warrants as follows:**

General Funds Operating Expenses	\$48,586.41
General Funds Payroll	\$27,039.93
Highway Fund Operating Expenses	\$85,253.12
Highway Fund Payroll	\$19,339.40
Solid Waste Management Fund Expenses	\$ 4,482.90
Solid Waste Management Fund Payroll	\$ 2,285.35
Library	\$ 667.59
Agency Monies	\$ 62.69
Reserves	\$ 270.00

Mr. Clattenburg seconded the motion which passed without dissent.

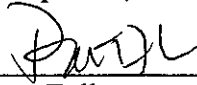
22. Future Meeting Agenda Items: Perkinsville School, Police Chief Candidate Committee, grants, Tenney Hill Road property.

23. Executive Session: None

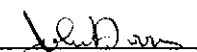
24. Adjourn: **Mr. Boyer made the motion to adjourn. Mr. Clattenburg seconded the motion which passed without dissent.** The Weathersfield Select Board meeting was adjourned at 8:38 p.m.

Submitted by,
Lisa Slade

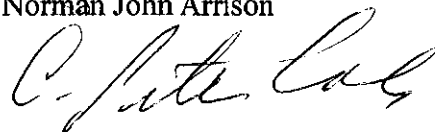
Approved by the Weathersfield Select Board on April 21, 2014



Dave Fuller



Norman John Arrison



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