

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

Select Board  
Martin Memorial Hall  
5259 Route 5  
6:30 PM, MARCH 16, 2015

MINUTES  
APPROVED 4/6/2015

**Present:** N. John Arrison  
David Fuller (arrived at 6:36)  
C. Peter Cole  
Daniel Boyer (arrived at 6:36)  
Lynn Esty

Town Manager, Jim Mullen

**Others Present:**

Edith Stillson	Mychael Spaulding	Bonnie DuPrey	Brenda Richardson
Olivetta May	Mike Barrup	Charles Horton	Julia Lloyd Wright
Ed May	Darrin Spaulding	Wanda Gropler	William Daniels
Tracey Dauphin	Kelly Murphy	Howard Richardson	Josh Dauphin

**1. Call to Order**

Mr. Arrison called the meeting to order at 6:30 PM.

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

Select Board

Ms. Esty announced that there would be no Fire Commission meeting this month.

Mr. Arrison announced that the *Town Challenge* would be held this coming Saturday at 7PM at the school. He urged everyone to attend to support the library.

Citizens

Josh Dauphin said he had been called by a select board member regarding comments posted on the *Facebook* page of a West Weathersfield Fire Department member. Mr. Dauphin said he carefully controls the content of the Department's page, but that he cannot control that of the department's members.

Mr. Dauphin invited the Select Board to come to the station to view the department's trucks and ask whatever questions they may have regarding the fire truck that the department had proposed at Town Meeting. It was suggested that the Fire Commission address questions regarding the type of truck that is needed.

Mr. Dauphin said he has been receiving calls for burn permits and reminded the Board that the position of deputy fire warden is still unfilled.

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3. **Review minutes from previous meeting(s) – March 5, 2015**

**Corrections:** Add Kelly Murphy to list of attendees; add requested correction to *Town Highway & Bridge Weight Restrictions for 2015* under Lavigne Road Bridge

**Motion:** To approve the minutes of March 5, 2015 as corrected

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

4. **Citizen Concern**

Ms. Richardson was not present. The Board tabled this item until she arrived.

5. **Weathersfield Hazardous Materials Response Ordinance**

**a. Second Reading: Amend Ordinance** - Discussion regarding possible addition to the ordinance or rate schedule.

[Mr. Fuller stated that there is an open seat on the Fire Commission.]

Ms. Murphy stated that the Fire Departments were unclear as to what the Board wanted them to change in the ordinance.

Mr. Arrison recommended that tonight's second reading not be moved to the third reading. He said the Board will discuss the ordinance further on April 6<sup>th</sup> and 20<sup>th</sup>.

**Motion:** To table the second reading.

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

**b. Approve update to Service Reimbursement Rates**

The rate schedule will not be discussed at this time.

6. **Award bids for Town Highway 10-Wheeler Chassis and body/plow**

Mr. Fuller said that there are still questions regarding the bids. He asked the Board to authorize the Highway Committee to award the bid when the questions have been answered.

**Motion:** To authorize the Highway Committee to award the bid for the truck, body and plow.

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

(#4) Mr. and Mrs. Richardson arrived at the meeting at this time, so the Board returned to this item on the agenda.

Mr. and Mrs. Richardson said they are not comfortable with the occupancy of 2263 RT 106, a property that is directly across the highway from their house. Mr. Richardson asserted that the use of this property is a business that requires a permit like any other business.

Mr. Arrison stated that if the use of this house requires a license, then local zoning would require a permit. He gave Mr. Richardson contact information to inquire into licensing requirements.

**7. Award Contract for Engineering Services for Thrasher Road Culvert #4**

Mr. Mullen recommended that the bid be awarded to Eckman Engineering.

**Motion:** To award a contract to Eckman Engineering to provide engineering services in response to the Town's 2/23/15 Request for Proposals ("RFP") for Topographic Survey, Design, and Construction Services for the Thrasher Road Culvert #4 Project, and Eckman Engineering's 4/7/14 response to the RFP.

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

**8. Well at Highway Garage**

Mr. Arrison said that according to Westley Hazeltine the well was drilled last week. At 325 feet, the well yielded 10 gpm. The results of the water-quality test have not been received yet.

**9. Award contract for purchase of police cruiser**

Chief Daniels was present to answer the Board's questions. He said the price of the new cruiser would be approximately \$26,400.00. There was discussion regarding the purchase of the extended warranty (\$1640).

**Motion:** To purchase a police cruiser as explained by Chief Daniels not to exceed \$27,000.

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

There was discussion regarding the fact that purchase of the extended warranty will put the package over the \$34,000 authorized by the Town Meeting warrant article (\$27,000 + \$7,000 [fit-up costs] + \$1640).

**Motion:** To approve purchase of a five-year extended warranty.

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

**10. Weathersfield Energy Group's participation in Vital Communities' Round Three of the *Solarize the Upper Valley* Program**

Weathersfield Energy Coordinator, Julia Lloyd Wright, explained that Weathersfield is partnering with Reading, Windsor and Cavendish to participate in the *Solarize the Upper Valley* program. Mr. Arrison sent a letter to the program stating that the Town was aware that the Weathersfield Energy Group planned to submit an application to the program. A letter of support could not be sent from the Board because of timing.

**11. Discuss possible Select Board Goals for 2015-2016**

The Board reviewed the list of goals. Goals that were added included:

- Sell Tenney Hill property
- Prepare for Saturday Town Meetings
- Review large gathering permit
- Monthly department reports

**12. Town Meeting Follow-up Discussion**

The failure of the library and fire truck articles and possible follow-up actions were discussed.

A request was made to start Town Meetings with the pledge of allegiance.

Mr. Mullen suggested forming a committee to study Saturday meetings, which are very different from our usual Monday night informational meetings.

**13. Final Reading: Amend Personnel Policies regarding length of probationary period for new hires**

**Motion:** To accept the final reading of the amended personnel policy regarding length of probationary period for new hires.

**Made by:** Mr. Cole

**Second:** Mr. Boyer

**Vote:** Unanimous in favor

**14. Project Updates:**

**a. Maple Street**

Mr. Mullen said we are in the critical right-of-way phase. We will need nine temporary easements, no permanent easements, and no land to buy. The Town must certify that it has control of the right-of-way for the project to satisfy federal requirements. The Town's attorney is assisting.

**b. Amdsen School Road Reconstruction**

Mr. Mullen recommended that the Board put out an RFP for preliminary engineering and preliminary cost estimate. The cost would come from the highway reserve fund.

**c. Green Valley Road Box Culvert**

A preliminary hydraulic study for a culvert on Green Valley Road has been received. This culvert will follow completion of the fourth culvert on Baltimore Road.

**15. Board of Liquor Control Commissioners**

Mr. Arrison convened the Board of Liquor Control Commissioners

**a. Scott Rogers, LLC/dba: Scott Rogers, LLC**

**i. Second Class Liquor License Renewal**

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**Motion:** To approve the application of Scott Rogers, LLC/dba Scott Rogers, LLC for a second class liquor license renewal

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

**b. J.W. Sandri, Inc./dba: Sandri #204**

**i. Second Class Liquor License Renewal**

**Motion:** To approve the application of J.W. Sandri, Inc./dba Sandri #204 for a second class liquor license renewal

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

**c. Abbott Brown, Inc./dba: Inn at Weathersfield**

**i. First Class Liquor License Renewal**

**ii. Third Class Liquor License Renewal**

**iii. Outside Consumption Permit Renewal**

**Motion:** To approve the application of Abbott Brown, Inc. / dba Inn at Weathersfield for a First Class Liquor License Renewal, a Third Class Liquor License Renewal, and an Outside Consumption Permit Renewal.

**Made by:** Mr. Fuller **Second:** Mr. Boyer **Vote:** Cole, Boyer, Arrison, Fuller – Aye; Esty – recused on the grounds that Ms. Esty’s daughter works for the Inn. Motion carries.

**d. Coco Mart, Inc. / dba Colonial Deli Mart**

**i. Second Class Liquor License Renewal**

**Motion:** To approve the application of Coco Mart, Inc./dba Colonial Deli Mart for a second class liquor license renewal

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

**16. Designate regular meeting times [6:30 PM or 7:00 PM]**

The Board decided to continue trying the 6:30 PM meeting time.

**17. Town Manager Search Process**

The Board agreed to invite VLCT to the April 6<sup>th</sup> meeting of the Board to discuss VLCT services in the Town Manager search process.

**18. Town Service Officer Appointment**

**a. Jim Mullen**

**Motion:** To appoint the Jim Mullen as Town Service Officer.

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

**19. Appointments**

**Motion :** To make the following appointments:

Acting Town Manager – Westley Hazeltine

Animal Control Officer – Cathy Sullivan

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Budget Committee – Richard Clattenburg  
Constable – William Daniels  
Emergency Management Coordinator – John Arrison  
Energy Coordinator – Julia Lloyd Wright  
Fence Viewer – Dan Boyer  
Parks & Recreation Commission – Julia Lloyd Wright  
Southern Windsor County Regional Planning Commission – Peter Daniels  
Surveyor of Wood and Lumber – Dan Boyer  
Town Pound – Home of Cathy Sullivan at 21 Hartford Street, Claremont, NH  
Tree Warden – Westley Hazeltine  
Weigher of Coal – John Arrison  
**Made by:** Mr. Cole    **Second:** Mr. Boyer    **Vote:** Unanimous in favor

**20. Approve Warrants**

**Motion:** To approve the warrants for March 16, 2015 as follow:

General Funds	Operating Expenses	\$51,739.23
	Payroll	\$16,473.92
Highway Fund	Operating Expenses	\$8,761.00
	Payroll	\$14,306.06
Solid Waste Management Fund		
	Operating Expenses	\$4,108.37
	Payroll	\$1,522.38
Library	Operating Expenses	\$27.55
Grants	Operating Expenses	\$0.00
Agency Monies	Operating Expenses	\$0.00
Reserves		\$0.00

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

**21. Future Meeting Agenda Items**

**22. Executive Session: Annual Evaluation of Town Manager**

**Motion:** To enter executive session to discuss the annual evaluation of the Town Manager

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

The Board came out of executive session at 8:50 PM.

**23. Adjourn**

**Motion:** To adjourn the meeting

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

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The meeting adjourned at 8:51 PM.

Respectfully submitted,  
*deForest Bearse*

**WEATHERSFIELD SELECTBOARD**

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N. John Arrison, Chairperson

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Daniel E. Boyer, Vice-Chairperson

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David T. Fuller, Selector

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C. Peter Cole, Selector

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Lynn Esty, Selector