

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

Select Board  
Meeting  
Martin Memorial Hall  
5259 Route 5  
7:00 PM, JUNE 1, 2015

MINUTES  
APPROVED 6/15/2015

**Select Board Members Present:** N. John Arrison  
Daniel Boyer  
Lynn Esty  
C. Peter Cole  
David Fuller

Jim Mullen, Town Manager

**Others Present:**

Edith Stillson                      Bonnie DuPrey  
Colby Hodgdon                      Mychael Spaulding  
Charles Horton

**1. Call to Order**

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

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

Mrs. Esty announced the upcoming *Chief's Classic Golf Tournament* fundraiser for the Ascutney Volunteer Fire Association.

**3. Review minutes from previous meetings - May 18, 2015**

**Additions/corrections/deletions:** None.

**Motion:** To accept the minutes as presented.

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

**4. Weathersfield Hazardous Materials Response Ordinance: Third Reading: Amend Ordinance**

Board members had copies of the Fire Commission's latest meeting minutes where the ordinance had been discussed. Discussion had revolved around allocation of fees from town-owned equipment. Based on their discussion, Mrs. Esty said that the Fire Commission recommended adoption of the ordinance as it had originally been presented with the proposed amendments to section 8c. The Commission recommended that the paragraph proposed by Mr. Arrison be placed in the rate schedule, rather than in the ordinance.

**Motion:** To approve the Town of Weathersfield Hazardous Materials Response Ordinance as written on 6/1/2015 with section 8c2 changed to read *on the last day of the month* in place of *on the 31<sup>st</sup> day*.

**Made by:** Mr. Boyer                      **Second:** Mrs. Esty

**Discussion on the motion:** Mr. Mullen said that section 8c2 refers to the day upon which interest can be accrued, not the 31<sup>st</sup> day of the month. Mr. Boyer and Mrs. Esty agreed to amend the motion by removing the proposed change. Discussion continued on the consequences of adopting the ordinance without making corresponding changes to the rate schedule. It was agreed that the changes to both documents should be made simultaneously. Mr. Boyer and Mrs. Esty agreed to withdraw the motion.

**Motion:** To continue the third reading to the June 15<sup>th</sup> meeting.

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

**5. Application for Municipal Fireworks Display Permit/Running Bear Campground/Ross Girard**

Mr. Arrison recused himself from the discussion because he has a working relationship with Northstar Fireworks. He turned the meeting over to Vice-Chairperson, Mr. Boyer.

The application states that Ross Girard, Running Bear Campground, is the display sponsor, and Northstar Fireworks is the company in charge of the display.

The Board reviewed and discussed the application. It was noted that the proposed location of the launch site had been moved substantially away from the mobile home park.

Mr. Mullen said that Ross Girard claimed to have no part in the show – he said his son was sponsoring it. Mr. Mullen also said that Northstar claimed to know nothing about the event. No one was present at the meeting to present the application.

**Motion:** To approve the application.

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

**Vote:** Arrison – abstain. Fuller, Esty, Cole, Boyer – Nay. **Motion is defeated.**

**6. Town Manager Search Process/Continue Discussion**

**a. Form a Search Committee?**

The Board discussed the membership, role, and tasks of a search committee.

**Motion:** To create a candidate review committee for the Town Manager's position consisting of 2 select board members, 4 citizens at large, 2 elected officials, and 2 employees.

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

**b. Timeline**

Mr. Arrison and Mr. Mullen will have a timeline ready for discussion at the June 15<sup>th</sup> meeting.

**7. Form Town Energy Committee? – Lynn Esty**

Mrs. Esty proposed forming an energy committee to assist Julia Lloyd Wright in her duties as the Town's Energy Coordinator.

**Motion:** To table the discussion (until Mrs. Wright can be present or has been consulted on the idea.)

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

**8. Possible changes to structure of Finance Department: Details to be presented 6/15 meeting**

Mr. Mullen stated that no suitably qualified candidates have applied for the Town Accountant position. He said at present, the duties are being covered by the accounts payable/payroll clerk and NEMRC. He suggested increasing the clerk's position from part-time to full-time and combining the accounting with payroll and accounts payable. NEMRC would provide assistance as needed. Mr. Mullen and Mr. Hier would create the list of tasks for the new position. It was agreed that the proposal should be reviewed and commented on by the auditors and the associated costs be documented before coming to a final decision. The Board will discuss it at a special meeting following the Board of Abatement meeting on June 16<sup>th</sup>.

**9. Transfer Station Redemption Charity Donation/Establish Guidelines for Distribution**

Mrs. Esty provided an application/guideline template for candidates seeking funds from the redemption charity fund. The board discussed the form and proposed a few changes.

**Motion:** To approve the guidelines for distribution of returnable cans & glass donations fund with the addition of a request for a brief description of the applying organization and a statement of how the proposed project will benefit the host community.

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

Mr. Mullen will notify Reading and West Windsor about this matter and ask them to post the information. A deadline will be set for the first round of awards.

**10. Review Bridge Inspection Summary Report/Ascutney Basin Road Bridge**

The Board reviewed and discussed the *2014 Bridge Inspection Summary Report*. No action was taken.

**11. Fire Commission Monthly Report – Lynn Esty**

Mrs. Esty reported that 3 dry hydrants are in need of repair; that there are questions regarding grants for dry hydrant work; that there was a question regarding truck repairs; that AVFD requests an asset list from the Town; that the Fire Commission would like to see bills being charged to the Commission before they are signed off of by the Town; that both departments are having fundraising events in June. In addition, the Commission recommends joint meetings with the Select Board twice a year.

Mr. Mullen will contact Mr. Hazeltine regarding the dry hydrant repairs. The Town Office will email Commission bills to Mrs. Esty.

**12. Project Updates**

**a. Airport Road**

Airport Road improvements are complete and came in under budget. The reimbursement request will be submitted when all of the bills have been received. Mr. Mullen said the Town will have to borrow \$178,000 on a short-term loan to cover the bills until the reimbursement funds are received.

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**b. Maple Street**

Mr. Mullen said that we are 99% of the way through step 6 and working on step 7 (of an 8-step process).

**c. Perkinsville Schoolhouse**

Mr. Mullen said the mold remediation is complete. Work on the outside drainage will begin shortly. Mr. Mullen will meet with the State Fire Marshall to discuss code issues and Sean Millard to discuss repairs to the stone foundation of the ell. The project is progressing well.

**13. Review of Year to Date Budget Reports**

The Board reviewed the year to date reports for the general fund, the highway fund and the solid waste fund. Mr. Mullen predicted that revenues will exceed expenses by 35% for the general fund; that the Highway Fund will end with \$5,000 in the black; and that we'll need \$10,000 from the fund balance to cover the solid waste fund. The transfer station fee will have to increase from \$33 to \$35. Token prices will be adjusted as needed.

**14. Appointments**

**Motion:** To appoint Dottie Richardson to the 1879 Perkinsville Schoolhouse Committee.

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

**15. Approve Warrants**

**Motion:** To approve the warrants for June 1, 2015 as follow, with payment to Bazin to be held until after June 16, 2015 (\$181,672.98):

General Funds	Operating Expenses	\$46,071.64	
	5/14/15 2 prior date ACH transaction posted		\$247.00
	6/1/15 3 prior date ACH transactions posted		\$165.00
	Payroll	\$11,188.47	
Highway Fund	Operating Expenses	\$14,967.79	
	Payroll	\$7,797.63	
Solid Waste Management Fund	Operating Expenses	\$4,282.68	
	Payroll	\$1,201.32	
Library	Operating Expenses	\$0.00	
Grants	Operating Expenses	\$181,672.98	
Agency Monies	Operating Expenses	\$427.00	
Reserves		\$0.00	

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

**16. Future Meeting Agenda Items**

The next meeting will be held at the Ascutney Volunteer Fire Association station.

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17. **Adjourn**

**Motion:** To adjourn the meeting

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

The meeting adjourned at 9:04 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