

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

Select Board
Meeting
Ascutney Volunteer Fire Association Station
Route 131
7:00 PM, JUNE 15, 2015

MINUTES
APPROVED 7/7/2015

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

Jim Mullen, Town Manager

Others Present:

Edith Stillson	Crystal Thibodeau	Josh Dauphin
Kelly Murphy	Darrin Spaulding	
Steve Hier	Julia Lloyd Wright	

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 that the 1879 Perkinsville Schoolhouse Committee is hosting a yard sale at the school on June 20 and 21.

3. Review minutes from previous meetings – June 1, 2015

Additions/corrections/deletions:

- Add Mychael Spaulding to the list of attendees
- Item #8 : change “eliminating the accountant’s position” to “combining accounting with payroll and accounts payable”

Motion: To accept the minutes as amended.

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

4. Form Town Energy Committee? – Lynn Esty/Julia Lloyd Wright

Energy Coordinator Wright stated that she supports the idea of forming an energy committee. She said neighboring towns have such committees with much municipal support and involvement.

Motion: To form a Weathersfield Energy Committee according to the guidelines that were provided in the last Select Board meeting packet.

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

Discussion on the motion: None

Vote: Unanimous in favor

Ms. Wright stated that the current Energy chapter in the Town Plan is outdated and needs to be rewritten.

She asked that the minutes indicate that she was not notified of the June 1st meeting (where the Energy Committee idea was first raised).

5. Proposed changes to structure of Finance Department – Steve Hier & Jim Mullen

Town Treasurer Steve Hier presented proposed changes to the town accountant's position. He and Mr. Mullen reworked the list of accountant's work responsibilities by moving some tasks to NEMRC, the Treasurer, and the Administrative Assistant (who is already performing the tasks), and performing some in conjunction with the Town Manager. The proposed changes were presented to the Town's audit manager for comment. The results are to take two positions totally 50 hours and creating a single 40-hour position with NEMRC providing support and back up. Mr. Hier stated that NEMRC strongly supports the idea. Mr. Mullen states that this reflects what has been in practice since the former accountant left the Town.

Points of concern included over-reliance on NEMRC, overburdening Ms. Thibodeau, reducing important checks and balances, and the actual cost of the proposal.

The discussion will continue at the next meeting.

6. Approve Bank Notes – Steve Hier

a. Airport Road Reconstruction

Mr. Hier stated that the note would be for two months from Peoples United Bank at an interest rate of 1.1%.

Motion: To apply for a grant anticipation note for \$174,684 for the Airport Road reconstruction project.

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

b. Police Cruiser

Mr. Hier stated that the note would be for three years from Peoples United Bank at an interest rate of 2%.

Motion: To apply for a capital equipment note for \$16,000 in accordance with the terms noted by the Treasurer.

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

7. Weathersfield Hazardous Waste Materials Response Ordinance: Third Reading – Amend Ordinance

Mr. Arrison and Mr. Mullen reworked the language of the paragraph that Mr. Arrison had proposed earlier and proposed placing it in the Hazardous Waste Ordinance (as paragraph 4) instead of in the rate schedule. The new paragraph dovetails with the Fire Agreement.

Mrs. Esty distributed copies of *Weathersfield Fire Services Reimbursement Ordinance* (adopted 12/16/2010) and *Weathersfield Fire Services Reimbursement Ordinance Service Reimbursement Rates*

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(adopted 12/16/2010), which reference the *Weathersfield Hazardous Waste Materials Response Ordinance*.

Mrs. Esty stated that the Fire Commission will discuss the latest proposed changes at their next meeting. Mrs. Murphy stated that the AVFA will not be able to attend that meeting, but that the proposed changes will be brought to their membership for review and discussion.

Motion: To continue the third reading to the first select board meeting in August.

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

8. Town Manager Search Process/Continue Discussion

a. Approve Purpose Statement for Candidate Screening Committee

Motion: To accept the draft screening committee changing “2 elected officials” to “2 elected/appointed officials”.

Made by: Mrs. Esty **Second:** Mr. Boyer **Vote:** Cole, Boyer, Arrison, Esty vote aye; Fuller abstains. (See item 8c below) Motion carries.

It was agreed that the purpose statement needs further development.

b. Timeline

A tentative timeline has been created by VLCT which was distributed to the Board. Mr. Mullen asked that the start date of the new manager be clarified. The timeline states the start date would be January 2016. Mr. Mullen had agreed to stay on until February 28th, the date of the next Town Meeting. The Board agreed that the start date should be February 28th.

c. Approve contract with VLCT for assistance with candidate search process

Motion: To approve the Service Contract Agreement with VLCT and to authorize the Chair to sign it.

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

Discussion on the motion: Mr. Fuller stated that he is considering applying for the Town Manager position and asked to be recused from all further discussions regarding the search.

Vote: Cole, Boyer, Arrison, Esty vote aye; Fuller abstains. Motion carries.

9. Project Updates – Mr. Mullen

a. Perkinsville Schoolhouse

Exterior drainage work is about one third done. The sill work in the ell is complete. The well is hooked up and water is available to the building. The masonry work is half complete. There are two dehumidifiers working in the basement. The goal is to reach 50% relative humidity.

b. Listing for sale of Town parcel on Tenney Hill Road

The property is listed at \$69,900. Mr. Mullen found a survey for the property in the land records, which provides valuable data. Mr. Fuller pointed out that the price is less than what was borrowed for the school project.

c. Application for wetland permit for access to Town Forest

The consultant has addressed the questions raised by the state wetlands ecologist and submitted the information to Ms. Chalmers.

10. Approve contract with Mudgett, Jennett, & Krogh-Wisner for audit of FY15 accounts

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Motion: That the Town enter into an Agreement with Mudgett, Jennett & Krogh-Wisner, P.C. to perform an audit of our FY2015 financial statements for a not-to-exceed figure of \$14,500.

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

11. Appointment to Weathersfield Proctor Library Board of Trustees

a. Anne Parent/fill out unexpired term of Jean Voorhees

Motion: To appoint Anne Parent to fill out the unexpired term of Jean Voorhees as Library Trustee

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

12. Appointments

a. Dottie Richardson/1879 Perkinsville Schoolhouse Committee

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

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

13. Approve Warrants

Motion: To approve the warrants for June 15, 2015 as follow:

General Funds	Operating Expenses	\$59,203.07
	Payroll	\$11,403.48
Highway Fund	Operating Expenses	\$8,566.21
	Payroll	\$7,717.46
Solid Waste Management Fund		
	Operating Expenses	\$5,098.97
	Payroll	\$1,121.77
Library	Operating Expenses	\$0.75
Grants	Operating Expenses	\$4,645.09
Agency Monies	Operating Expenses	\$18.00
Reserves		\$3,599.00

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

Motion: To approve the warrant for June 15, 2015 as follows:

6/11/15 Refund of Tax Overpayment \$1,034.54

Made by: Mr. Fuller **Second:** Mr. Boyer **Vote:** Cole, Boyer, Fuller, Esty vote aye, Arrison- abstains.

14. Future Meeting Agenda Items

The next meeting will be held on Tuesday, July 7th, 2015 at Martin Memorial Hall.

15. Adjourn

Motion: To adjourn the meeting

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Made by: Mr. Boyer

Second: Mr. Cole

Vote: Unanimous in favor

The meeting adjourned at 8:34 PM.

Respectfully submitted,
deForest Bearse

WEATHERSFIELD SELECTBOARD

N. John Arrison, Chairperson

Daniel E. Boyer, Vice-Chairperson

David T. Fuller, Selector

C. Peter Cole, Selector

Lynn Esty, Selector