

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

Select Board  
Meeting  
Weathersfield Highway Garage, Perkinsville  
483 Stoughton Pond Road  
7:00 PM, AUGUST 17, 2015

MINUTES  
APPROVED 9/8/2015

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

Westley Hazeltine, Acting Town Manager

**Others Present:**

Bonnie DuPrey	Marcel Knight	Cheryle Watson	Mychael Spaulding
Charles Horton	Steven Hier	Richard Watson	John Cassidy
Patty Sain (?)	Tracey Dauphin	Ben Waters	Ed Barrup
Mike Barrup	Michael Lewallen	D. Nelson	J. Compo
Patrick Howe	Kelly Murphy	Ernest Shand	Darrin Spaulding
Eugene Adams	Edith Stillson		

**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**

Josh Dauphin expressed gratitude for the service and dedication of all of Weathersfield's volunteer fire fighters.

**3. Review minutes from previous meetings – August 3, 2015**

**Additions/corrections/deletions:** Under item #11: change to read that there was a “request” to dissolve the Fire Commission – not a “desire”.

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

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

**4. Weathersfield Fire Services – Discuss questions/issues raised at July Fire Commission meeting**

Mr. Arrison stated that this discussion is a result of issues raised following Mrs. Esty's report of the July Fire Commission meeting at the last Select Board meeting.

(All quotes are from the August 3<sup>rd</sup> Select Board meeting minutes.)

Issue 1: “This year's dry hydrant grant has been approved but will not be available until the funds from last year's grant have been spent (for long-arm dredging).”

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Mr. Hazeltine said that he had spoken to Mr. Murphy who said he plans to be in Weathersfield in two weeks.

Issue 2: *"Gulf Road hydrant needs repairs."*

Mr. Spaulding said that a PVC fitting has come loose and they cannot get a good draft from the hydrant. Mr. Hazeltine will address the issue.

Issue 3: *"West Weathersfield upgraded their hydraulic cutters."*

Mr. Dauphin stated that the department's cutters were ten years old and not strong enough to cut through the metal of today's cars (upgraded from 65k psi to 200k psi).

Issue 4: *"West Weathersfield purchased an ARGO amphibious vehicle and an enclosed trailer. ...questions were raised about insurance and training."*

Mr. Arrison said that this purchase had caught everyone by surprise. Questions were raised as to whether purchasing of this vehicle was in the department's 5-year plan; who was going to insure it; and was the training going to be adequate.

Mr. Dauphin said the department does not have an actual list of equipment needs. The department purchases what it can within its annual budget. He said the vehicle is still on order. He said the department will create policies and procedures for use of the vehicle. The sales person will provide the training. Anyone who uses the vehicle must be signed off as having had the appropriate training. He said he had spoken to the Town Manager about insurance for the vehicle. Mr. Mullen said he would consult VLCT.

Mr. Arrison asked for clarification of the purpose and proposed use of the vehicle.

Mr. Dauphin stated it would be used for brush fires, and search and rescues. In the wintertime, the vehicle can travel on snowmobile trails. He said it would not be used for swift water rescue. It can, however, go in the water.

Issue 5: *"West Weathersfield is... requesting \$4000 from the reserve fund for turn-out gear."*

Mr. Arrison asked why the taxpayers are being asked to purchase turn-out gear when the department has the funds to buy an amphibious vehicle. He said it appears to be a question of priorities.

Mr. Dauphin said there is \$45,000 accumulated through fund-raising, much of it from the Bingo games they used to sponsor. Since this is money raised by the department, the department determines how it will be spent. The ARGO is being purchased with some of these funds. He said that there is very little margin in the town budget for equipment purchases. He also said that the department has taken in \$207,000 from various grants for equipment upgrades. He then said the department was withdrawing their request for the reserve funds.

Mr. Fuller said that he was concerned that an audit would be triggered by such a large sum of money. He said he hoped the department would reconsider the purchase (of the ARGO vehicle)

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because it “implicates the town without the town knowing it.” He said they don’t know how it will affect the town’s insurance.

Mrs. Esty said she did not want the department to withdraw their request, because the money is available in the reserve fund and can be used for that purpose. She asked that he reconsider.

There was an exchange between Mr. Arrison and Mrs. Dauphin regarding an email message and the proper use of a piece of equipment. It was agreed to discuss this further at the next meeting, as this was not on the agenda for this meeting.

Mr. Dauphin said that if there were an audit of the grant money, the audit would be of the department, not the town. He said the \$207,000 allowed the department to upgrade their equipment without having to ask for taxpayer money. He maintained that they would not request the \$4000 from the reserve fund.

Mr. Fuller asked both departments if they were “serious about their involvement with the town in response to fire department business.” He said it has been a struggle (to make things work). He asked that they take time to think about the question for a while.

Mrs. Murphy said the Board should require a form 990, a balance sheet, and a statement of profit and loss from any private non-profit to which the town gives taxpayer money.

Issue 6: “...there are concerns about inconsistencies in town maintenance of the fire trucks...”

Mr. Arrison said that when equipment is purchased by the departments with their own funds, the town is being expected to maintain it with no input from the town on what’s being purchased. When the last ladder truck was purchased, the policy was changed to “routine maintenance”. He said perhaps that language needs to be “tightened up”.

Issue 7: “...there was a request to dissolve the Fire Commission.”

Mr. Arrison said it would take a vote of the Town Meeting to dissolve the Commission. Mr. Spaulding said it has become difficult to get members to serve or attend meetings; that they still have to attend Select Board meetings. If both departments reported directly to the Select Board every month, they would have one less meeting to attend. It was agreed to continue discussing it.

**5. Large Gathering Permit: Josh Compo on 9/26/2015**

**Motion:** To grant the large gathering permit for Josh Compo for 9/26/2015.

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

**6. Approve Job Description for Land Use Administrator and authorize posting of position**

Mr. Arrison said that the current Land Use Administrator has taken a position in Rockingham.

**Motion:** To approve the revised job description for the position of Land Use Administrator and to authorize the Town Manager to post the position.

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

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**Discussion:** Mr. Fuller asked that the words “in conjunction with the Planning Commission” be added to the job description where it says, “Acts as Town Planner”.

**Vote:** Unanimous of the motion as amended.

**7. Thrasher Road Culvert #4 Replacement Project: Accept Better Back Roads Grant**

**Motion:** To accept the \$10,000 Better Back Roads Grant for the Thrasher Road Culvert #4 Replacement Project

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

**8. Approve \$35,000, three-year loan for purchase of light-duty pickup truck with plow**

Mr. Hier stated that the voters had authorized borrowing up to \$35,000 over three years for the purchase of a light-duty pick-up truck with plow. The note would be with People’s United Bank at an interest rate of 2.00%.

**Motion:** To authorize a three-year loan of \$35,000 with People’s United Bank at an interest rate of 2.00% for purchase of a light-duty pickup truck with plow.

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

The Board signed the paperwork.

**9. Highway Garage: Approve proposals for 2 heating systems**

Mr. Hazeltine was not involved in development of the specifications as this was a request for proposals. He said he has not had an opportunity to look over the proposals.

**Motion:** To table approval of the 2 heating systems until the September 8<sup>th</sup> meeting.

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

**10. Perkinsville Schoolhouse: Approve proposals for plumbing and heating systems**

Mr. Arrison said that Matt Keniston had some questions about the proposals.

**Motion:** To table approval of the proposals for plumbing and heating systems until the September 8<sup>th</sup> meeting

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

**11. Crushed gravel: Award bid**

**Motion:**

1. To purchase 2,900 +/- yards of crushed gravel from Eastman Sand & Gravel for \$13.80/yard, subject to Eastman supplying materials testing results proving that their gravel meets VTrans specifications #704.12. If it does not, then
2. To purchase 2,860 +/- yards of crushed gravel from Butch Wilson Excavating for \$14.00/yard, subject to Butch Wilson Excavating supplying its most current materials testing results proving that their gravel meets VTrans specification #704.12.

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

**12. Guard Rails: Award Bid**

**Motion:** To award the bid to Vermont recreational for Guard rail work at the 0.85 Mile Baltimore Road Culvert Project and on Reservoir Road as described in the Town’s 7/30/15 “Request for Bids for Guard Rail Installation Work” and the Unit Costs listed in Vermont Recreational’s 8/12/15 Bid Response Forms.

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

13. **Municipal Manager Candidate Screening Committee: letters of interest to fill one vacancy due noon, Thursday, 9/3/15**

This is a public announcement. No action was taken or required.

Mrs. Murphy questioned the process of allowing the Select Board to interview candidates not recommended by the search committee. The Board stated that they chose to retain the flexibility of their position and that ultimately they could not delegate appointment of the manager to anyone else.

14. **Appointments - None.**

15. **Approve Warrants**

Motion: To approve the warrants for August 17, 2015 as follow:

General Funds	Operating Expenses	\$39,227.14
	Payroll	\$11,631.47
Highway Fund	Operating Expenses	\$15,293.06
	Payroll	\$8,432.45
Solid Waste Management Fund		
	Operating Expenses	\$6,035.26
	Payroll	\$1,120.80
Library	Operating Expenses	\$22.03
Grants	Operating Expenses	\$65,723.29
Agency Monies	Operating Expenses	\$453.99
Reserves		\$0.00

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

16. **Future Meeting Agenda Items**

The next meeting will be on Tuesday, September 8<sup>th</sup> due to the Labor Day holiday.

17. **Adjourn**

Motion: To adjourn the meeting

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

The meeting adjourned at 8:20 PM.

Respectfully submitted,  
*deForest Bearse*

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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