

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

Select Board  
Martin Memorial Hall  
5259 Route 5, Ascutney, Vermont  
Monday, February 1, 2016  
7:00 PM  
REGULAR MEETING

MINUTES  
APPROVED 2/16/2016

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

Jim Mullen, Town Manager

**Others Present:**

Ginger Wimberg	Heather Shand	Charles Horton	Michael Todd
Edith Stillson	Ernest Shand	Wanda Gropler	Scott Osgood
Loraine Shand	Wes Hazeltine	Bonnie DuPrey	Susan Oldfield
Polly Bergeron	Melanie Sheehan	Kelly Murphy	Mavis Shand

**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**

Select Board

Mr. Arrison showed everyone the dollar bill with which the Town purchased Martin Memorial Hall from Clarence Martin. It was contained in an album of materials about Mr. Martin that Mrs. Arrison had found at the Historical Society library. Mr. Arrison told about Mr. Martin's generosity to Weathersfield and surrounding towns, including hospital rooms at free or reduced rates in Windsor and Claremont and scholarship funds.

Citizens

There were no comments from citizens.

**3. Review minutes from previous meetings – January 18, 2016**

**Additions/corrections/deletions:**

a. Mr. Fuller asked that the minutes reflect the names of the three select board members who voted on the budget items at this meeting. (Mr. Fuller did not vote on any of them, as he did not join the meeting until after the voting was over.)

**Motion:** To accept the minutes of the January 18<sup>th</sup> meeting.

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

**Vote:** Unanimous in favor

**4. Public Hearing: Zoning Bylaw Amendment regarding Drug & Tobacco Paraphernalia Establishments**

Planning Commission Chair, Michael Todd, presented the Planning Commission's report on the proposed bylaw and answered questions from the Board and audience about it. Mr. Todd said this bylaw prohibits the sale of drug and tobacco paraphernalia within a half mile radius of any school, licensed childcare facility, recreational field, or library. He said that while a total ban on shops selling drug and tobacco paraphernalia may be desired by some, it is not legal for the Town to do so. Nor can the Town zone it such that it becomes a virtual ban (e.g. by using a 1-mile radius instead of a 1/2-mile radius). He said the bylaw currently would affect only Ascutney and Perkinsville.

Any facility currently selling these goods and located within the half-mile controlling radius becomes a nonconforming use upon adoption of this bylaw. Change in ownership of such a facility does not affect any change as zoning does not regulate ownership.

**Motion:** To close the public hearing.

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

**Vote:** Unanimous in favor

The Board will vote on the proposed bylaw at their next meeting.

**5. Award funds from Transfer Station Bottle/Can Redemption Program – Round 4**

The Friends of the Meetinghouse have requested \$500 from the fund to help with repairs to the Meetinghouse steeple.

**Motion:** To award \$500 from the 5 Cent Returnable Cans & Bottles Donations Fund to the Friends of the [Weathersfield] Meeting House for steeple repairs and to set April 4, 2016 as the next date to award grants.

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

**Vote:** Unanimous in favor

**6. Fire Commission monthly update – Lynn Esty**

Mrs. Esty gave her monthly report from the Fire Commission. Mrs. Bearse has resigned as recording secretary; Lisa Slade was appointed to take the minutes for the January and

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

February meetings. Mr. Ballantine has resigned as a member at large, thus leaving two vacancies on the Commission.

The Commission accepted Mr. Mullen's changes to the Policy for Fixing Dry Hydrants and asked that the Select Board adopt the Policy as a Town Policy. Mr. Fuller disagreed with some of the language.

It is unclear as to when the Commission will meet again.

The Fire Chiefs were disappointed that an article to dissolve the Fire Commission was not on the warrant as they said they did not have enough time to collect the necessary signatures to get it on the ballot by petition. The Board discussed the possibility of dissolving the Commission at Town Meeting under "Other Business".

The FY2017 projected tax rate is up 7.4% from FY2016. However, when taken together with the Education Tax Rate, the overall FY2017 projected tax rate is down by 1.4%. (The Education tax rate is subject to change depending on future legislative actions.)

**7. Year to date review of budgets (through 12/31/15)**

Town Accountant, Colin Butler, created a YTD Budget Report with a new format. The Board spent some time reviewing the new format and the report. No action was taken.

**8. Appoint Ed Morris as Town Manager effective at close of Town Meeting, 2/27/16**

**Motion:** To appoint Ed Morris as Weathersfield Town Manager (pursuant to Title 24, Chapter 37, of the *Vermont Statutes Annotated*) beginning at the conclusion of the 2016 Annual Town Meeting on Saturday, February 27, 2016. His duties and responsibilities shall be as described in the job description entitled, "Town of Weathersfield, Vermont Municipal Manager Job Description (approved 7/20/15)."

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

**Vote:** Unanimous in favor

**9. Recommend to Vermont Commissioner of Health the appointment of Ed Morris as Health Officer and Scott Osgood as Deputy Health Officer beginning on 2/28/16**

**Motion:** That the Weathersfield Select Board recommends to the Vermont Commissioner of Health that incoming Town Manager Ed Morris be appointed Weathersfield Health Officer and that Land Use Administrator Scott Osgood be appointed as Weathersfield Deputy Health Officer beginning on 2/28/16.

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

**Vote:** Unanimous in favor

**10. Board of Liquor Commissioners**

**a. Second Class Liquor License Renewal**

**i. J.W. Sandri Inc/DBA Sandri #204**

**Motion:** To grant a second class liquor license to sell malt and vinous beverages to J.W. Sandri, DBA Sandri #204 at 32 Route 131 in Ascutney.

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

**Discussion:** Mr. Mullen stated that Police Chief Daniels had no issues with Sandris.

**Vote:** Unanimous in favor

**ii. Circle K Vermont, Inc/ DBA Circle K #7408**

**Motion:** To grant a second class liquor license to sell malt and vinous beverages to Circle K Vermont Inc. doing business as Circle K #7408 Exit 8 in Ascutney.

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

**Vote:** Unanimous in favor

**11. Adopt Large Assembly Ordinance (Final Reading)**

**Motion:** To adopt the Large Assembly Ordinance

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

**Vote:** Unanimous in favor

**12. Update on Use of Purchasing Cards and Amazon Business Account**

Mr. Mullen said that Mr. Butler has arranged for a \$5000 line of credit with Amazon. He said that he, Mr. Butler and Mr. Hazeltine are authorized to use it. Each user has a login assigned by the Town and an individual password.

The Board was still concerned with possible fraudulent activities and asked that copies of all Amazon activities be included in each of the warrants.

**Motion:** That any purchase over \$500 in the Amazon credit line requires a second signature of approval.

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

**Vote:** Unanimous in favor

**13. Approve Letter of Credit in anticipation of Taxes**

Town Treasurer, Steve Hier, recommended that the Board establish a Tax Anticipation Note Line of Credit with Peoples United Bank in the amount of \$250,000.

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

**Motion:** To establish a Tax Anticipation Note Line of Credit with Peoples United Bank in the amount of \$250,000, to be drawn upon only if the Town needs funds in order to make it to the final tax collection in May.

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

**Vote:** Unanimous in favor

**14. Continue preparation for 2016 Annual Town Meeting**

Mrs. Esty said the Windsor County Partners will be selling soups and sandwiches at Town Meeting. There will not be any childcare available.

**15. Approve Warrants**

**Motion:** To approve the warrants for February 1, 2016 as follow:

General Funds	Operating Expenses	\$45,248.80
	Payroll	\$13,384.54
Highway Fund	Operating Expenses	\$32,953.79
	Payroll	\$10,551.73
Solid Waste Management Fund		
	Operating Expenses	\$2,924.74
	Payroll	\$1,088.81
Library	Operating Expenses	\$1,942.19
Grants	Operating Expenses	\$11,306.59
Agency Monies	Operating Expenses	\$16.00
Reserves		\$325.00
Grand Totals	Operating Expenses	\$94,717.11
	Payroll	\$25,025.08

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

**Discussion:** Mr. Arrison asked Mr. Mullen to check the figures for overtime, as they seemed incorrect. Mrs. Esty asked if John Wood has a written contract. Mr. Mullen said (essentially) yes. Mr. Fuller asked that there be an update on Mr. Wood's progress for Town Meeting. Mr. Arrison questioned the Town's policy of giving any money received at a tax sale that exceeds the taxes owed directly to the property owner at the time of the sale. Mr. Mullen said this practice was recommended by Steve Ankuda, the attorney who handles the Town's tax sales.

**Vote:** Unanimous in favor

16. Future Meeting Agenda Items

17. Adjourn

**Motion:** To adjourn the meeting

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

**Vote:** Unanimous in favor

The meeting adjourned at 8:20 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