

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

Select Board  
Martin Memorial Hall  
5259 Route 5, Ascutney, Vermont  
May 16, 2016  
7:00 PM  
REGULAR MEETING

MINUTES  
APPROVED 6/6/2016

**Select Board Members Present:** Daniel Boyer  
C. Peter Cole  
Lynn Esty  
David Fuller  
Kelly Murphy

Ed Morris, Town Manager

**Others Present:**

Bette Jo Esty	Susan Boyer	Brenda Richardson	Dave Moore
John Esty	Edith Stillson	Kathryn Adams	Josh Dauphin
Darrin Spaulding	Howard Richardson	Colin Butler	John Cassidy

**1. Call to Order**

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

**2. Comments from Select Board and Town Manager**

Mr. Boyer announced that Chief Daniels had received a letter of thanks from the Town of Windsor for the Chief's assistance during a drug investigation. The Town of Springfield was also grateful for assistance rendered by the fire departments during several brush fires.

Mr. Boyer also announced that the US flag on display in the front of the Town Office was donated to the Town by Congressman Peter Welch. The flag had been flown at the Capital in Washington for a day before coming to Weathersfield.

**3. Comments from citizens on topics not on the agenda**

Bette Jo Esty expressed thanks to Town Manager Ed Morris, Emergency Management Coordinator Dave Fuller and Fire Chief Darrin Spaulding for all of the assistance rendered to the school during the Yankee Village Motel fire. She said everyone came together as a team when it really counted.

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Darrin Spaulding also expressed thanks to everyone that helped. He said the fire reiterated the need for water in the village. The City of Claremont provided 100,000 gallons of (treated drinking) water during the fire. The Tenney Hill, Bow, and Heiser's hydrants are all out of service and the departments had to get water from Wheeler Camp Road when Claremont could no longer provide it. He added that both the fuel and food budgets will be over-budget due to the fire.

Howard Richardson, 24 Upper Falls Road, expressed concern that a sex offender was living in the (former) Althea Tucker house in Perkinsville with young children in close proximity. Mr. Boyer asked Mr. Morris to look into it.

The Veterans Memorial Committee will be hosting a ceremony at the monument in Veterans Memorial Park in Perkinsville on May 30<sup>th</sup> at noon.

**4. Review minutes from previous meetings –**

**April 18, 2016**

**Additions/corrections/deletions:**

a. Change “Mr. Colin” to “Mr. Butler” in item #14.

**Motion:** Accept the minutes of April 18, 2016 as corrected.

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

**Vote:** Unanimous in favor

**May 2, 2016**

**Additions/corrections/deletions:**

a. Change the date from “2916” to “2016”; change “Minutes” to “Notes”

As there was not a quorum present at this meeting, there were no official minutes.

**May 4, 2016**

**Additions/corrections/deletions:**

a. None

**Motion:** To accept the minutes of May 4, 2016 as written.

**Made by:** Mrs. Esty   **Second:** Ms. Murphy

**Vote:** Unanimous in favor

**5. Approve purchase of radar sign to be reimbursed with grant funds**

**Motion:** To approve the purchase of a solar-operated speed radar sign at the cost of \$5020.00 to be reimbursed by the Governor's Highway Safety Grant.

**Made by:** Ms. Murphy   **Second:** Mrs. Esty

**Vote:** Unanimous in favor

**6. Present letters to AVFD and WWVFD**

Mr. Boyer and Mrs. Esty presented letters of thanks to both the Ascutney Volunteer Fire Department and the West Weathersfield Volunteer Fire Department for their “rapid response and professionalism during the recent fire at the Yankee Village Motel” and for their selfless devotion to service. The letters were signed by the Select Board members.

Ms. Murphy expressed gratitude for the gesture and for the numerous other letters of thanks that Town Manager Morris sent to all of the responding companies and individuals during the fire.

**7. Approve fire apparatus purchase recommendation**

Two bids were received – E-One at \$394,582 and Dingee Machine at \$389,424. Mr. Morris recommended awarding the contract to Dingee Machine with the understanding that John Wood will have additional recommendations (report to be presented May 24<sup>th</sup> at 6:30 PM at the Weathersfield School).

**Motion:** To award the bid to Dingee Machine for \$389,424 according to specifications given in the bid.

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

**Discussion on the motion:** Mr. Fuller asked that the mechanics of the funding align with the wording in Article 12 (Town Meeting warrant): the Select Board is authorized to borrow no more than \$229,000 and no more than \$146,000 is to be taken from the Town’s Fire Apparatus Acquisition Reserve Fund. Any additional funds are to come from the WWCFD. Mrs. Esty agreed to add the words, “to be funded as stated in Article 12” to her motion.

**Vote on the amended motion:** Unanimous in favor

**8. University of Iowa Study of Upper Falls Bridge**

The University of Iowa is asking to do load testing on the Upper Falls covered bridge as part of an ongoing project. They would take a day to complete the testing in May or June. Westley Hazeltine said he would be willing to close the bridge during the testing and to provide a truck for the University’s use during the testing. The testing is non-invasive and a report of the results will be provided to the Town. There is no cost to the Town and the bridge’s weight limits will not be exceeded.

**Motion:** To allow the load testing of the Upper Falls Bridge by the Iowa State University research team, with approval to close the road and the use of Town Equipment at the Highway Superintendent’s discretion.

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

**Vote:** Unanimous in favor

**9. Award Grounds Maintenance to TS Properties**

TJ Property Management has declined the Town's award for grounds maintenance. The second choice bid was TS Property Maintenance. Tim Sargent is willing to accept the award if granted.

**Motion:** To award the grounds maintenance contract to TS Property Maintenance for the 2016-2017 seasons subject to the same conditions as stated in the original award.

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

**Vote:** Unanimous in favor

**10. Award funds from Transfer Station Bottle/Can Redemption Program – Round 6**

**a. Weathersfield Veterans Memorial Committee**

**b. Brenda Lee's Barber Shop**

**c. Weathersfield Proctor Library**

**Motion:** To award \$500 to the Veterans Memorial Committee and \$300 to the Weathersfield Proctor Library.

**Made by:** Mr. Fuller **Second:** Ms. Murphy

**Vote:** Unanimous in favor

The Board declined to award funds to Brenda Lee's Barber Shop on the grounds that funds can only be awarded to non-profit organizations. Ms. Richardson agreed to submit an application that meets the criteria.

**11. Review and take testimony for fence and class IV road issue on Cascade Falls Road**

Mr. Boyer recused himself from the discussion and sat in the audience. Mrs. Esty assumed the chair. She stated that she was friends and worked with Kate Adams and that she had a social relationship with the Boyers, but felt she could handle the proceedings without prejudice. Mr. Fuller said that he was okay with Mrs. Esty running the meeting, but did not feel she should vote.

Although this matter was on the agenda for this meeting, the Board did not receive a written complaint from Ms. Adams until this evening. After much discussion, it was agreed to table the matter and to schedule a site visit.

**Motion:** To table this matter to the June 20<sup>th</sup> meeting with information from both parties to be submitted to the Town Manager by no later than June 13<sup>th</sup>.

**Made by:** Ms. Murphy **Second:** Mr. Cole

**Vote:** Murphy, Fuller, Esty, Cole in favor; Boyer abstain.

**12. Review Town Fireworks Policy and State Statute**

It was agreed that the application should reference state statutes, that it should contain sign-offs from both police and fire and that neighbors should be notified. It was also agreed that there should be a town policy regarding fireworks displays. The board asked Mr. Morris to see if VLCT has such a policy. Ms. Murphy agreed to write a draft.

**13. Approve Mudgett, Jennett & Krogh-Wisner, P.C. to complete the audit of the 2015-2016 budget year**

**Motion:** To continue using Mudgett, Jennett, & Krogh-Wisner, P.C. as our Town auditors for the 2015-2016 audit.

**Made by:** Mrs. Esty

**Discussion on the motion:** Ms. Murphy asked why this was not going out to bid. Mr. Boyer and Mr. Butler explained that the recommendation is being made because of timing. The town was busy transitioning to a new town manager at the time it would normally have gone to bid. To put it out to bid now is to risk not finding a suitable firm and setting the whole process back a couple of months.

**Vote:** Mr. Cole in favor; all others oppose. Motion fails.

**Motion:** To contact VLCT to determine if any firms are available and if so, to put the contract out to bid. If not, to authorize the Town Manager and Mr. Boyer to award the contract to Mudgett, Jennet and Krogh-Wisner.

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

**Vote:** Murphy, Cole oppose; Esty, Boyer and Fuller in favor. Motion carries.

Ms. Murphy asked Mr. Morris to research VLCT for best practices regarding the maximum number of years to work with the same auditors and have the board create a policy to mirror the recommended practice.

**14. Discussion on Town-endorsed social media**

Due to the lateness of the hour, the board agreed to table this discussion.

**Motion:** To table this discussion to the June 6<sup>th</sup> meeting.

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

**Vote:** Unanimous in favor

**15. Does the Town want to accept the Grange Hall on Route 5 for donation?**

**Motion:** To have the Town Manager contact the State Grange and let them know the Town is not interested in the Grange property along Route 5.

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

**Vote:** Unanimous in favor

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**16. Discussion and approval of Select Board clerk job description**

A job description of the Select Board Clerk duties was presented to the board. Ms. Murphy asked to have the words, "Or when both parties must abstain from a specific discussion or vote" to item #2.

**Motion:** To accept the policy with the change.

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

**Vote:** Unanimous in favor

**17. Appointments**

**Motion:** To appoint Brenda Richardson to the budget committee.

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

**Vote:** Unanimous in favor

**Motion:** To re-appoint Ms. Murphy as Board Clerk

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

**Vote:** Fuller, Boyer and Cole in favor; Murphy and Esty abstain. Motion carries.

**18. Approve Warrants**

**Motion:** To approve the warrants for May 16, 2016 as follow:

General Funds	Operating Expenses	\$30,100.27
	Payroll	\$11,841.27
Highway Fund	Operating Expenses	\$55,183.36
	Payroll	\$8,061.59
Solid Waste Management Fund		
	Operating Expenses	\$5,695.38
	Payroll	\$1,007.22
Library	Operating Expenses	\$26.65
Grants	Operating Expenses	\$0.00
Agency Monies	Operating Expenses	\$0.00
Reserves		\$4,902.41

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

**Vote:** Unanimous in favor

19. Future Meeting Agenda Items

20. Adjourn

**Motion:** To adjourn the meeting

**Made by:** Mrs. Esty      **Second:** Ms. Murphy

**Vote:** Unanimous in favor

The meeting adjourned at 8:56 PM.

Respectfully submitted,

*deForest Bearse*

WEATHERSFIELD SELECTBOARD

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Daniel E. Boyer, Chairperson

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C. Peter Cole, Selector

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David T. Fuller, Selector

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Lynn Esty, Selector

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Kelly Murphy