

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

Select Board
Martin Memorial Hall
5259 Route 5 Ascutney VT
Thursday March 9th, 2017
7:00 PM
ORGANIZATIONAL MEETING

MINUTES
APPROVED 4/3/2017

Select Board Members Present: Daniel Boyer
C. Peter Cole
Lynn Esty
Amy Beth Main
Kelly Murphy

Select Board Members Absent:

Ed Morris, Town Manager

Others Present:

Edith Stillson Westley Hazeltine

1. Call to Order

Mr. Morris called the meeting to order at 7:05 PM.

2. Election of Chairperson

Mr. Boyer nominated Ms. Murphy to be chairperson. There were no other nominations. Ms. Murphy is the chairperson.

3. Election of Vice-Chairperson

Mr. Cole nominated Mrs. Esty to be Vice-Chairperson. There were no other nominations. Mrs. Esty is the Vice-Chairperson.

4. Election of Board Clerk

Mr. Cole nominated Ms. Main to be Board Clerk. There were no other nominations. Ms. Main is the Board Clerk.

5. Appointment of Recording Secretary

Motion: To appoint deForest Bearse as Recording Secretary.

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

Vote: Unanimous in favor

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Town Clerk*

TOWN OF WEATHERSFIELD, VERMONT

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6. Designate regular meeting dates, times, and location

Motion: To meet on the first and third Monday of each month at 7:00 PM at Martin Memorial Hall, except during designated months when the Board meets at various locations throughout the Town.

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

Vote: Unanimous in favor

7. Designate newspaper of record for Town

Motion: To continue using the Valley News as the newspaper of record for the Town.

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

Vote: Unanimous in favor

8. Appoint Select Board Representative to Fire Commission

Motion: To appoint Mr. Boyer as the Select Board's representative to the Fire Commission.

Made by: Mr. Cole

Mr. Boyer declined.

Motion: To appoint Mrs. Esty as the Select Board's representative to the Fire Commission.

Made by: Ms. Main **Second:** Ms. Murphy

Vote: Unanimous in favor

9. Appoint Select Board Representative to Highway Committee

Motion: To appoint Mr. Boyer as the Select Board's representative to the Highway Committee.

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

Vote: Unanimous in favor

10. Adopt *Policy of Conduct of Meetings and Hearings*

Motion: To adopt the *Policy of Conduct of Meetings and Hearings* dated March 9, 2017.

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

Discussion: Ms. Murphy asked that Section 1(B) be amended to add language that would clarify confusion around votes made with less than the full board present. She suggested language from the VLCT Select Board Handbook:

In order for the Board to take a binding vote or action, there must be a concurrence of a majority of the total number of Board members. For example, if four members of the five-member Board are present, the vote must be 3-1 to be binding. If three members are present, the vote must be unanimous.

Motion Withdrawn: Mr. Cole and Mrs. Esty withdrew their motion and second.

Motion: To adopt the *Policy of Conduct of Meetings and Hearings* with Section 1(B) amended as discussed.

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

Vote: Unanimous in favor

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11. Review *Ethics Policy*

Motion: To affirm the *Ethics Policy* as revised August 15, 2016.

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

Vote: Unanimous in favor

12. Review *Conflict of Interest Policy*

Motion: To affirm the *Conflict of Interest Policy* dated 9/6/2016

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

Vote: Unanimous in favor

13. Comments from Select Board and Citizens on topics not on agenda

Mr. Morris announced that the police truck had sold at auction for \$9625 (minus the \$75 fee). He said Gateway is happy to auction for the Town any vehicles we may have purchased from them in a similar manner. All agreed that this was a successful method of disposing of unwanted police vehicles. It was also agreed to explore other similar types of auctions for disposing of other Town vehicles when they need to be sold.

Mr. Morris said there is a frost heave under the new pavement on Amsden School Road. Mr. Hazeltine said the pavement has not yet cracked and feels confident it will subside without damage.

14. Review minutes from previous meeting

There were no minutes to review.

15. Resignation from Fire Commission

Bruce Van Houten submitted a letter of resignation from the Fire Commission.

Motion: To accept Mr. Van Houten's resignation.

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

Vote: Unanimous in favor

16. Appointments

Motion: To appoint Westley Hazeltine as Acting Town Manager

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

Vote: Unanimous in favor

Motion: To appoint Cathy Sullivan as Animal Control Officer.

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

Vote: Unanimous in favor

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Motion: To appoint William Daniels as Constable

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

Vote: Unanimous in favor

Emergency Management Coordinator

Two people had asked to be considered for this position – Dave Fuller (current EMC) and Michael Lewallen, Lt. in the WWVFD.

Motion: To appoint Dave Fuller as Emergency Management Coordinator

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

Vote: Mr. Cole and Mr. Boyer voted in favor; Ms. Murphy, Mrs. Esty and Ms. Main were opposed. Motion failed mainly on the grounds that Mr. Fuller had improperly utilized the position's title on two separate occasions.

Motion: To appoint Michael Lewallen as Emergency Management Coordinator

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

Vote: Unanimous in favor

Motion: To appoint Julia Lloyd Wright as Energy Coordinator

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

Vote: Unanimous in favor

Motion: To appoint Marilyn Houghton, Janet Bristol, and Edith Stillson as Martin Memorial Hall Trustees

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

Vote: Unanimous in favor

Motion: To appoint Julia Lloyd Wright to the Parks and Recreation Commission

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

Vote: Unanimous in favor

Motion: To appoint Michael Todd, Julia Schmitz and Nancy Heatley to the Planning Commission

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

Vote: Unanimous in favor

Motion: To appoint Ed Morris to the Southern Windsor/Windham Counties Solid Waste Management District

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

Vote: Unanimous in favor

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

Motion: To designate the home of Cathy Sullivan at 21 Hartford Street, Claremont, NH as the Town Pound

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

Vote: Unanimous in favor

Motion: To appoint Westley Hazeltine as Tree Warden

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

Vote: Unanimous in favor

Motion: To appoint Chip Cobb to the Veterans Memorial Committee

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

Vote: Unanimous in favor

Motion: To appoint Betty Brooks, Ethan McNaughton and Willis Wood to the Zoning Board of Adjustment

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

Vote: Unanimous in favor

17. Future Meeting Agenda Items

- a. **March 20th, 2017** (Ms. Murphy will not be present at this meeting)
 - a.i. **Town Plan**
 - a.ii. **Award Funds from Transfer Station Bottle/Can Redemption Program**
 - a.iii. **Green Mountain Power Presentation**
 - a.iv. **Town Challenge**
- b. **April 3rd, 2017**
 - b.i. **Act 148/Southern Windsor/Windham Counties Solid Waste Management District/Mary O'Brien, Coordinator**
 - b.ii. **Act 148 Universal Recycling – Mary O'Brien and Ham Gillett**
 - b.iii. **Transfer Station – Single-Sort RFP and Decision**
 - b.iv. **Swap Shop**
 - b.v. **Conflict of Interest Discussion**

18. Adjourn

Motion: To adjourn the meeting

Made by: Mr. Boyer **Second:** Ms. Main

Vote: Unanimous in favor

The meeting adjourned at 7:38 PM.

Respectfully submitted,
deForest Bearse

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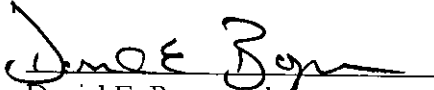
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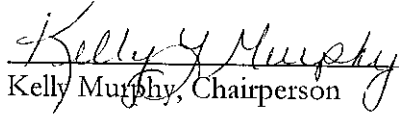
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SELECT BOARD

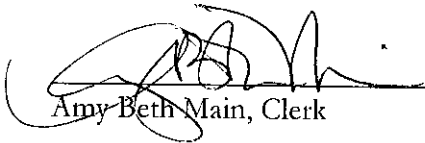
WEATHERSFIELD SELECTBOARD


Daniel E. Boyer, Selector


C. Peter Cole, Selector


Kelly Murphy, Chairperson


Lynn Esty, Vice-Chairperson


Amy Beth Main, Clerk

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**Select Board Agenda
Martin Memorial Hall
5259 Route 5, Ascutney, Vermont
Thursday, March 9th, 2017
7:00 P.M.**

REORGANIZATION MEETING

NOTE MEETING IS ON THURSDAY

1. Call to Order
2. Election of Chairperson
[2016 / 2017 – Dan Boyer]
3. Election of Vice-Chairperson
[2016 / 2017 – Lynn Esty]
4. Election of Board Clerk
[2016 / 2017 – Kelly Murphy]
5. Appointment of Recording Secretary
[2016 / 2017- deForest Bearse]
6. Designate regular meeting dates, times, and location
[2016 / 2017 - First and Third Monday of each month]
[2016 / 2017 - 7:00 P.M.]
[2016 / 2017 - Martin Memorial Hall]
7. Designate newspaper of record for Town
[2016 / 2017 - The Valley News]
8. Appoint Select Board Representative to Fire Commission
[2016 / 2017 – Dan Boyer]
9. Appoint Select Board Representative to Highway Committee
[2016 / 2017 – Lynn Esty]
10. Adopt *Policy for Conduct of Meetings and Hearings*
11. Review *Ethics Policy*

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12. Review *Conflict of Interest Policy*
13. Comments from Select Board and Citizens on topics not on agenda
14. Review Minutes from previous meeting(s)
14. Resignation from Fire Commission
15. Appointments
 - A. Acting Town Manager
 - B. Ancient Roads Committee
 - C. Animal Control Officer
 - **Cathy Sullivan**
 - D. Budget Committee (Five Openings)
 - E. Connecticut River Development Corporation
 - Representative
 - Alternate
 - F. Connecticut River Joint Commission
 - G. CRJC Mt Ascutney Subcommittee
 - H. Conservation Commission (Two four year terms open)
 - I. Constable
 - **William Daniels**
 - J. Emergency Management Coordinator
 - **Michael Lewallen**
 - K. Energy Coordinator
 - **Julia Lloyd Wright**
 - L. Fence Viewer (Three Openings)
 - M. Fire Commission
 - N. Martin Memorial Hall Trustees (Three Openings)
 - **Marilyn Houghton**
 - **Janet Bristol**
 - **Edith Stillson**
 - O. Parks and Recreation Commission (Five Openings)
 - **Julia Lloyd-Wright**
 - P. River Connection Regional Partnership Representative
 - Q. Planning Commission
 - **Michael Todd**
 - **Julia Schmitz**
 - **Nancy Heatley**
 - R. Southeastern Vermont Community Action, Inc. Representative
 - S. Southern Windsor County Regional Planning Commissioner
 - T. Southern Windsor County Transportation Advisory Committee
 - U. Southern Windsor/Windham Counties Solid Waste Management District
 - **Ed Morris**
 - V. Surveyor of Wood and Lumber

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- W. Town Pound
 - **Home of Cathy Sullivan at 21 Hartford Street, Claremont, NH**
- X. Tree Warden
 - **Westley Hazeltine**
- Y. Veterans' Memorial Committee
- Z. Weathersfield Fire Commission
- Z1. Weathersfield Zoning Board of Adjustment (5 Openings)
- Z2. Weigher of Coal
- Z3. Zoning Board of Adjustment
 - **Betty Brooks**
 - **Ethan McNaughton**
 - **Willis Wood**

16. Future Meeting Agenda Items

A. March 20th, 2017

- Town Plan
- Award funds from Transfer Station Bottle/Can Redemption Program
- Green Mountain Power Presentation

B. April 3rd, 2017

- Act 148 / Southern Windsor/Windham Counties Solid Waste Management District / Mary O'Brien, Coordinator
- Act 148 Universal Recycling, Mary O'Brien and Ham Gillett
- Transfer Station - Single Sort RFP and Decision
- Swap Shop

17. Adjourn

