

**TOWN OF WEATHERSFIELD, VERMONT**  
**SELECT BOARD**

Select Board  
Martin Memorial Hall  
5259 Route 5, Ascutney VT  
Monday, December 4, 2017  
7:00 PM  
REGULAR MEETING

MINUTES  
APPROVED 12/18/2017

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

**Select Board Members Absent:**

**Ed Morris, Town Manager**

**Others Present:**

Edith Stillson	BJ Esty	Nancy Heatley	Donnie Huntley
James Mericle	Westley Hazeltine	John Esty	Ray Stapleton

**1. Call to Order**

Ms. Murphy called the meeting to order at 7:02PM.

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

Ms. Murphy made a public thank you to the fire departments for handling a chimney fire at her house (occurred after the last Select Board meeting). She complimented the departments on their excellent service.

**a. Fiber Optic**

Mr. Morris said he had done an extensive search through Town records and could not find any evidence of the Town having made a decision not to pursue fiber optics. There was speculation as to how EC Fiber could have concluded that the Town didn't want it. Mr. Morris said he would attempt to reach out to them. (They are currently laying lines in Brownsville.)

Mr. Morris said the Town has been awarded a grant for the last Baltimore Road culvert (Clean Water Block Grant). The award was for \$224,000. The match will be \$44,800, which we can meet in part or totally in-kind. It will be on the next meeting agenda to discuss.

(Some comical comments were made in reference to the wording of item #5 on the agenda.)

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### **3. Comments from Citizens on topics not on the agenda**

There were no comments from citizens.

### **4. Review minutes from previous meetings – 11/08/2017**

**Additions/corrections/deletions:**

a. None

**Motion:** To approve the minutes of the 11/8/2017 meeting

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

**Vote:** Unanimous in favor

### **Review minutes from previous meetings – 11/20/2017**

**Additions/corrections/deletions:**

a. None

**Motion:** To approve the minutes of the 11/20/2017 meeting

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

**Vote:** Unanimous in favor

### **5. Present James Mericle with release from probation letter**

Ms. Murphy read a letter of recognition for James Mericle who had successfully completed his one-year probation with the Town. Ms. Murphy especially thanked Mr. Mericle for his kind service to the elderly at the transfer station. His extra care is much appreciated.

### **6. Carley Road Name Change Request**

No one was present to speak in favor or against the request.

**Motion:** To approve changing the name of Carley Road to Stone Hill Farm Road.

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

**Vote:** unanimous in favor

### **7. Appoint Selectboard Vice-Chairperson**

Mr. Cole volunteered to act as Vice-Chairperson.

**Motion:** To appoint Mr. Cole as Vice-Chairperson.

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

**Vote:** Unanimous in favor

### **8. Appoint Selectboard Representative to the Fire Commission**

No one volunteered to be the representative. It was agreed that Mr. Morris will work with the fire chiefs or bring to the Select Board anything that would have required the Fire Commission (mainly the budget and the territorial boundaries). Ms. Murphy suggested making it a regular agenda item for one Select Board meeting a month. The Board will try to restructure the fire commission after Town Meeting. It was agreed that discussion on the John Woods report should not discontinue due to this temporary situation.

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**Motion:** To suspend the Fire Commission until after Town Meeting

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

**Vote:** Unanimous in favor

### 9. Appoint Selectboard Representative to the Town Forest Steering Committee

**Motion:** To appoint Mr. Boyer as the Select Board representative to the Town Forest Steering Committee

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

**Vote:** Unanimous in favor

### 10. Approve VELCO Supplemental Dangerous Tree Easement

VELCO is offering to buy a dangerous tree easement along the Town-owned land at the transfer station for their power lines. Mr. Morris and Mr. Hazeltine recommend accepting the offer (presently there are no dangerous trees within the area).

**Motion:** To approve the sale of the supplemental dangerous tree easement along 1258 feet of the Town-owned parcel #03-02-10 for \$3774.

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

**Vote:** unanimous in favor

### 11. Approve GIS Expense

The Town has been chosen to participate in the first round of State GIS parcel mapping. The Town has been working with CAI to expand on the parcel mapping to make more information available online (e.g. lister and zoning information). Permits could be uploaded under the parcel information. We can also create overlay maps of all types (dry hydrants, culverts, utilities, etc.) The Town can choose what and how much information is available to the public.

The initial set up cost will be \$4900, which will allow us to separate the employee side from the public side and to allow us to upload our own documents.

Documents are secured and backed up on the CAI system, not the Town's. It is an internet-based ArcGIS.

The Town will have to do some of the scanning and uploading of historical documents as time allows (volunteer summer interns?).

Mr. Morris said he would like to use a portion of the annual \$15,000 lister allotment (for the reassessment reserve) for this (and the next) project that was unbudgeted. There is currently \$203,932 in the reserve. The reappraisal is expected to cost less than \$200,000.

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Mr. Morris expects most of the work to be completed by next summer.

**Motion:** To approve the use of \$4850 from the Reappraisal Reserve Account line item for the purpose of implementing the Town GIS project.

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

**Vote:** Unanimous in favor

### 12. Approve Lister Computer Expense

We need to replace the three lister computers this year under the terms of the CCI computer management plan. Estimated cost is \$2700 (\$900 each). Mr. Morris recommended using the reappraisal funds for this expense.

**Motion:** To approve the use of \$2700 from the Reappraisal Reserve Account line item for purchase of purchasing three new lister computers.

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

**Vote:** unanimous in favor

### 13. Policy Review

#### a. Weathersfield Outdoor Parks and Recreational Facility Tobacco-Free Policy (second reading)

**Motion:** To adopt the Weathersfield Outdoor Parks and Recreational Facility Tobacco-Free Policy

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

**Vote:** Unanimous in favor

#### b. Standards and Procedures for Engaging Technical Review (second reading)

**Motion:** To approve the Standards and Procedures for Engaging Technical Review Policy

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

Ms. Murphy noted that the Select Board is referenced by a variety of terms in the policy. She asked Mr. Morris to choose a single term and make it consistent throughout the policy. Mr. Boyer and Mr. Cole agreed to amend the motion and second to include the change.

**Vote:** unanimous in favor

### 14. Personnel Policy (second reading)

John Esty said that an employee committee had been formed as suggested by Ms. Murphy and had met three times to discuss the personnel policy. They had met with Mr. Morris who had inserted the comments into the policy for the Board to review.

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Ms. Murphy asked the Board to review the policy and be ready to vote on it at the January meeting. Mr. Morris said he would like the policy to become effective as of January 1<sup>st</sup> and asked that the Board adopt it at the second December meeting. Everyone agreed.

Ms. Murphy thanked Mr. Esty and the employees for their taking part in the process.

### 15. Budget Presentation

The Board had its first review of the FY19 budget. Employee compensation is based on Mr. Morris's new compensation scale as presented at the previous meeting. It is understood that catching employees up to where they should be will take time.

There was much discussion about insurance. Mr. Morris has had multiple conversations with Town employees to try and work it out. The discussion is not over.

Mr. Morris urged the Board not to fix compensation on the basis of the rest of the budget. He said employee compensation should come first and the rest of the budget worked around it. Board members respectfully disagreed, saying that the rest of the budget will determine how fast we get compensation levels where they need to be. Mr. Morris said this will get easier once everyone is on the scale system

The Board went through the budget as it was available (library, highway, and the transfer station budgets were not yet available). Members were asked to review the budget and send questions to Mr. Morris for the next discussion. The Board will revisit it on the 18<sup>th</sup>.

### 16. Appointments

There were no appointments sought or made.

### 17. Approve Warrants

**Motion:** To approve the warrants for December 4, 2017 as follow:

General Funds	Operating Expenses	\$7,939.24
	Payroll	\$12,625.31
Highway Fund	Operating Expenses	\$45,631.67
	Payroll	\$8,684.59
Solid Waste Management Fund		
	Operating Expenses	\$8,388.29
	Payroll	\$1,537.60
Library	Operating Expenses	\$0.00
	Payroll	\$1,514.47

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Grants	Operating Expenses	\$151,885.59
Agency Monies	Operating Expenses	\$0.00
Dry Hydrant Fund		\$1,908.49
Reserves		\$325.00
Grand Totals	Operating Expenses	\$216,078.28
	Payroll	\$24,361.97

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

**18. Executive Session as per 1 V.S.A §313(3)**

**Motion:** To enter executive session as per 1 V.S.A. §313(3).

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

**Vote:** unanimous in favor

The Board went into executive session at 8:55 PM and came out at 9:36 PM.

**Motion:** To approve three months of benefits for Westley Hazeltine.

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

**Vote:** Unanimous in favor

**Motion:** To approve opt-out policy with 50% of Town savings up to \$10,000 maximum.

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

**Vote:** Unanimous in favor

**19. Future Meeting Agenda Items**

**20. Adjourn**

**Motion:** To adjourn the meeting

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

**Vote:** Unanimous in favor

The meeting adjourned at

Respectfully submitted,  
*deForest Bearse*

**WEATHERSFIELD SELECTBOARD**

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Daniel E. Boyer, Selector

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C. Peter Cole, Vice-Chairperson

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Kelly Murphy, Chairperson

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Amy Beth Main, Clerk

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