

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

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

MINUTES APPROVED 9/5/2017

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:

Bonnie DuPrey	Phyllis Girard	Ray Stapleton	Wanda Gropler
Charles Horton	Edith Stillson	Mike Barrup	Michael Lewallen

1. Call to Order

Ms. Murphy called the meeting to order at 7:00PM.

2. Comments from Select Board and Town Manager

Mr. Morris announced:

- that Emergency Management Coordinator, Michael Lewallen, had completed the FEMA training as required by the board. He is continuing on with substantial additional training;
- there was a problem with the old compactor at the Transfer Station, but repairs are underway and it is hoped that all will be back in order by the weekend;
- the first village revitalization workshop will be held August 31st at the highway garage; advertising will begin soon.

Mrs. Esty announced that this is the last week to submit entries to the Weathersfield Directory. It is hoped that the Directory will be published in time for the Town Festival.

3. Comments from Citizens on topics not on the agenda

Wanda Gropler said that someone behind her house is shooting all day long. The noise is so loud that she cannot be outside. She said the noise is affecting the whole neighborhood.

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She had not called the police to complain. Charles Horton said he believes the shooting is coming from a property on Moore Drive. Bonnie DuPrey reiterated the same information.

Mr. Morris said he will work with Police Chief Daniels to try and resolve the situation.

4. Review minutes from previous meetings –

January 30, 2017

Additions/corrections/deletions: None

Motion: To approve the minutes of January 30, 2017

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

Vote: Unanimous in favor

June 19, 2017

Additions/corrections/deletions: None

Motion: To approve the minutes of June 19, 2017

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

Vote: Unanimous in favor

July 17, 2017

Additions/corrections/deletions: None

Motion: To approve the minutes of July 17, 2017

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

Vote: Unanimous in favor

Ms. Murphy recessed the Select Board meeting and convened the Board of Liquor Commissioners.

5. Board of Liquor Commissioners

a. First/Second Class Liquor License and Tobacco Application

a.i. Fireside Beverage LLC/dba 113 Running Bear Trail

Phyllis Girard presented the application. She said the applicant, Fireside Beverage LLC dba 113 Running Bear Trail, is a new LLC that was formed so as to allow purchase of insurance. She would like to sell beer and wine in the camp store. The store is open 10-7 Monday – Friday and 9-7 on the weekends. The store is open to the public, but its primary purpose is to serve the campers on site. She would also like to sell craft beers as no one else in the area does. The store is open limited hours during the winter as they do have winter campers.

Mr. Morris said that Chief Daniels had no objection to the license.

Motion: To approve the request for a Second-Class liquor license to Fireside Beverage LLC.

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

Vote: Unanimous in favor

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6. Award Highway Truck RFP

The Town received six bids for the truck. The bids were reviewed closely by Wes Hazeltine, John Esty, and Ray Moore who have recommended awarding the bid to J and B for the Western Star 4700SF at a cost of \$96,148.00.

Motion: Award the purchase of our new truck to J and B for their Western Star 4700 SF at a cost of \$96,148.00

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

The total budget for this truck is \$170,000. This purchase is for the cab and chassis. An RFP will be going out shortly for the body and plow. It is believed that this purchase is within the budget for the complete truck.

Vote: Unanimous in favor

7. Fire Agreement Discussion

Ms. Murphy said she had read the agreement carefully and had several points she wished to make:

- The term “Department” is defined to mean both departments and their memberships, but the agreement should recognize that each department is a separate private, nonprofit organization. She listed several examples where the single term could cause difficulty.
- The Fire Commission is not functioning as it should because it lacks the two community representatives. Without them, there is insufficient separation of oversight.
- Difficulties with contracted services should be addressed by the Town Manager, not the Fire Commission, because the Select Board is the party that signs the contracts and negotiations could affect future contract agreements. (Mr. Morris disagreed, stating that he preferred matters to be discussed by the Commission first followed by their recommendation to the Board. Mr. Cole agreed with Mr. Morris.) Ms. Murphy said that major problems should go directly to the Town Manager and Chair of the Commission. Minor issues could be worked through the review chain.
- Complaint policy – clarify town vs department as they are different

Section 5.4 – Maintenance: 25% of all truck billing from hazmat will be returned to the Town for maintenance of all equipment, not just equipment owned by the town. This change may result in a corresponding change in the hazmat ordinance if this is in the final agreement.

Mrs. Esty said she had been informed that AVFD is in the process of writing a counter proposal. It should be available for the Board at the next meeting.

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Mike Barrup said that the WWVFD is ready to sign the contract now. The question was raised, what if one department signs the agreement and the other does not. Mr. Morris said he would address that situation if and when it arises.

Ms. Main asked how long will we continue without a signed contract, in light of the fact that the previous contract has expired. Mr. Morris said as long as the negotiations are moving forward, we will continue.

8. Review changes for Policy Regarding Class IV Town Highways (Second Reading)

Mr. Boyer would like provisions in the policy to be made for small tasks like bush hogging and grass cutting. It was agreed that Westley ought to be able to give landowners blanket seasonal permission for such tasks where appropriate. The purpose of the policy is to prevent large scale changes (e.g. widening or major upgrades) to the town's roads without the town's knowledge or consent.

Ms. Murphy pointed out that there is no provision for enforcement in the policy. Mr. Morris said the perpetrator would be required to return the road to its original state at the perpetrator's expense.

It was agreed to move the policy to a third reading.

9. Review changes for Social Service Agency Appropriation Policy (First Reading)

Ms. Murphy drafted the policy as a means of obtaining important information from social service agencies that are seeking donations from the town. She said none of the information requested is outside what the organizations routinely have available. She said she chose an arbitrary amount of \$500 as a dividing line between requests that require town voter approval and those requiring only select board approval. As written, the information is required annually and requests are decided annually.

There was concern about adding 20+ articles to the ballot. Ms. Murphy said this process may reduce the number of requests.

Mr. Morris said there is an alternative process, where the town sets an annual amount for charitable contributions and a separate committee decides how the funds are allocated.

No changes were made. It was agreed to move the policy to the second reading.

10. Review changes for Policy for Conduct of Meetings and Hearings (First Reading)

There was discussion about items III(J)(K) and (L). It was agreed that some clarification is needed in (J) and typos are to be corrected in (K) and (L). The policy was moved to the second reading.

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11. Accept Policy Review Policy for Drug and Alcohol Testing

Ms. Murphy took issue with the the storage of test results and confidentiality of same. It was agreed that the term “Town” as used on page 5 needed clarification. There were questions about who the Medical Review Officer is for the Town. It was agreed that HIPPA language might be useful. The policy was moved to its second reading.

12. Accept Policy Review for Vehicle Maintenance Policy

It was agreed that fire equipment needs to be included in the policy. Everyone liked the apparatus repair form. The policy was moved to its second reading.

13. Budget Review

The report shows surpluses across the board, but Mr. Morris cautioned that these are pre-audit figures and they may change before the audit is complete. He recommended waiting until the audit is completed before attempting to determine the cause of any surpluses.

The solid waste district is dispensing its reserves to the member towns. Our share will cover the cost of the new compactor.

14. Change meeting date for August 21st

It was agreed to change the date of the meeting to Thursday, August 24th.

15. Zoning Board of Adjustment Resignation/Betty Brooks

Motion: To accept with regret the resignation of Betty Brooks from the Zoning Board.

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

Vote: Unanimous in favor

16. Appointments

- a. **Zoning Board of Adjustment – Request change of appointment status from alternate to regular member/ James Cahill**

Motion: To appoint James Cahill as a regular member of the Zoning Board of Adjustment

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

Vote: Unanimous in favor

17. Approve Warrants

Motion: To approve the warrants for August 7, 2017 as follow:

General Funds	Operating Expenses	\$30,508.61
	Payroll	\$19,524.02
Highway Fund	Operating Expenses	\$16,173.99

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	Payroll	\$13,498.86
Solid Waste Management Fund		
	Operating Expenses	\$12,063.08
	Payroll	\$2,128.26
Library	Operating Expenses	\$2,108.50
Grants	Operating Expenses	\$0.00
Agency Monies	Operating Expenses	\$0.00
Reserves		\$325.00
Grand Totals	Operating Expenses	\$61,179.18
	Payroll	\$35,151.14

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

18. Future Meeting Agenda Items

- a. **Weathersfield Demographics**
- b. **Policy Review**
- c. **Golden Cross Ambulance/Extend Service Contract**
- d. **Cascade Falls Road**
 - d.i. **Request Road Sign**
 - d.ii. **Concerns Regarding Usage**

19. Adjourn

Motion: To adjourn the meeting

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

Vote: Unanimous in favor

The meeting adjourned at 8:39 PM.

Respectfully submitted,
deForest Bearse

WEATHERSFIELD SELECTBOARD

Daniel E. Boyer, Selector

C. Peter Cole, Selector

TOWN OF WEATHERSFIELD, VERMONT
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Kelly Murphy, Chairperson

Lynn Esty, Vice-Chairperson

Amy Beth Main, Clerk