

Weathersfield Select Board
Minutes
March 10, 2014

Present: C. Peter Cole
Norman John Arrison
Dan Boyer
Dave Fuller
Richard Clattenburg

Others Present: Jim Mullen, Town Manager
Lisa Slade, Recording Secretary
Edith Stillson
Jeff Slade
Wes Hazeltine
Lynn Esty

1. Call to Order: Mr. Mullen called the reorganizational meeting to order at 7:00 p.m. at Martin Memorial Hall.
2. Election of Chairperson: **Mr. Cole nominated Mr. Arrison, Mr. Clattenburg seconded the nomination.** Mr. Fuller said he doesn't support this nomination. **Nomination passed 4 - 1 with Mr. Fuller being the dissenting vote.**
3. Election of Vice-Chairperson: **Mr. Cole nominated Mr. Fuller, Mr. Fuller declined the nomination. Mr. Cole nominated Mr. Boyer, Mr. Clattenburg seconded the nomination. Nomination passed 5 - 0.**
4. Election of Board Clerk: **Mr. Cole nominated Mr. Clattenburg, Mr. Boyer seconded the nomination. The nomination passed 5 - 0.**
5. Appointment of Recording Secretary: **Mr. Cole made the motion to appoint Lisa Slade. Mr. Boyer seconded the motion which passed without dissent.**
6. Designate regular meeting dates, times and location: **Mr. Cole made the motion to hold the regular meetings the first and third Mondays of each month at 7:00 p.m. at Martin Memorial Hall. Mr. Boyer seconded the motion which passed unanimously.**
7. Designate newspaper of record for Town: **Mr. Cole made the motion to designate the Valley News the newspaper of record, Mr. Boyer seconded the motion.** There was discussion about changing this or adding to it at a later date, perhaps The Shopper which, is a free local paper delivered by USPS to most households in Town. **Motion passed unanimously.**

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Jim Arrison
1 Town Clerk

8. Appoint Select Board Representative to Fire Commission: **Mr. Cole made the motion to have Dan Boyer be the Select Board Representative to the Fire Commission. Mr. Cole seconded the motion which passed unanimously.**
9. Appoint Select Board Representative to Highway Committee: **Mr. Cole made the motion to have Dave Fuller be the Select Board Representative to the Highway Committee. Mr. Clattenburg seconded the motion which passed unanimously.**
10. Adopt Policy for Conduct of Meetings and Hearings: Mr. Arrison said no changes have been made since adopting last year. Mr. Clattenburg said he would like to discuss adopting an ending time of 9:00 p.m. Mr. Fuller said on the School Board it takes the majority of the Board 9:00 p.m. to continue the meeting. Mr. Arrison said he feels we should adopt this tonight and then work on an amendment.
Mr. Cole made the motion to adopt the policy for Conduct of Meetings and Hearings as presented. Mr. Boyer seconded the motion which passed unanimously.
11. Adopt Ethics Policy: Mr. Arrison said no changes since adopting last year. **Mr. Boyer made the motion to adopt the Ethics Policy. Mr. Cole seconded the motion which passed without dissent.**
12. Comments from Citizens and Select Board: Mrs. Esty said no reports of the Fire Commission have been shared at Select Board meetings since she stepped down as Chair. She is looking forward to reports from the Fire Commission as well as other departments.
Mrs. Slade asked what it would take to move the Town Meeting to a Saturday. She said she feels this would be a better day instead of having it on a week night when people need to worry about daycare and work schedules. The Board indicated they would look into it.
Mrs. Slade said she has heard rumor that the West Weathersfield Fire Department has purchased the house across from their station and she questioned if this was true is it legal. Others acknowledged they had heard the same rumor but did not acknowledge that the purchase has been made.
13. Review Minutes from Previous Meeting(s): **Mr. Boyer made the motion to approve the minutes dated February 24, 2014. Mr. Clattenburg second the motion which passed without dissent.**
14. Field a Select Board Team for Saturday, 3/22/14, Weathersfield Town Challenge: Mr. Arrison and Mr. Cole are available to be on the team. Mr. Clattenburg and Mr. Fuller are not. Mr. Boyer said he has something to do on this date but will see if he can be available by evening time so he can participate.
15. Ratify Approval of 3/3/14 Warrant (previously approved by Select Board Chair): **Mr. Clattenburg made the motion to approve the Warrants dated March 3, 2014. Mr. Cole seconded the motion which passed without dissent.**

16. Approve Town Highway & Bridge Weight Restrictions for 2014: Mr. Mullen said Mr. Fuller was right, 16,000 lbs is 8 ton not, 6. **Mr. Cole made the motion to approve the town highway and bridge weight restrictions for 2014. Mr. Boyer seconded the motion which passed without dissent.**

17. Sign Certification of Compliance for Town Road and Bridge Culvert Project: **Mr. Boyer made the motion to sign the Certification of Compliance for Town Road and Bridge Standards. Mr. Clattenburg seconded the motion which passed without dissent.**

18. Approve RFP for Engineering Services for 0.85 Mile Baltimore Road Culvert Project: **Mr. Cole made the motion to authorize the Town Manager to release a Request for Proposals to 4 pre-qualified firms to provide Topographic Survey, Design and Construction Inspection Engineering Services for replacement of the 0.85 mile Baltimore Road Culvert, Mr. Boyer seconded the motion.**

Mr. Arrison asked what funding we would be responsible for. Mr. Mullen said this is a 90% grant. The application is due by May 1st. He said our 10% is not in the budget but should not create a problem.

Mr. Fuller said he doesn't agree with only asking for four bids. Mr. Mullen said there is a time crunch here so he thinks it should only be sent to four of the Companies that have bid in the past and were found to be qualified bidders. Mr. Fuller asked what the estimated cost was. Mr. Mullen said \$8,000. Mr. Fuller said this is against our purchasing policy.

Motion passed 4 - 1 with Mr. Fuller being the dissenting vote.

19. Approve RFP for Engineering Services for Thrasher Road Culvert #3 Project: Mr. Clattenburg asked the estimated cost of this project. Mr. Mullen said maybe \$25,000 and the Grant is for \$10,000. He said engineering costs should be around \$3,000.

Mr. Boyer made the motion to authorize the Town Manager to release a Request for Proposals to 4 pre-qualified firms to provide Topographic Survey, Design and Construction Inspection Engineering Services for replacement of Thrasher Road Culvert #3, Mr. Cole seconded the motion.

Mr. Boyer asked if we had more time on this one to send to more bidders. Mr. Mullen said not really, only two weeks. Mr. Clattenburg said he is sensitive to Mr. Fullers remarks previously and does like the bids to be open to all bidders. Mr. Mullen reminded the Board that Engineering services are exempt in our purchasing policy.

Motion passed unanimously.

20. Airport Road Reconstruction grant application update: Mr. Mullen said he doesn't have a lot of information to share with the Board yet but he is working on collecting information on what options we'll have and the costs to do so.

21. Review Revised Capital Replacement Plan and Long Term Debt Schedule: Mr. Mullen said he has revised this due to the two defeated Articles.

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Ann Deane
Team alone

22. Review Year-to-Date Budget Reports for General, Highway, Solid Waste and Reserve Funds: Mr. Arrison asked Mr. Mullen to review these because he thinks we may have trouble staying in the black. There was some discussion on individual line items.

Mr. Mullen said he looked at the Police budget carefully and we may end up about \$14,000 over budget but we have paid the County Tax two times last year so these two may balance themselves out. Mr. Arrison asked Mr. Mullen to clarify the County Tax payment. Mr. Mullen said it was paid for last year and this year in the last fiscal year by mistake so we will not be paying it in this fiscal year.

Mr. Fuller said the police department needs to go on the agenda for discussion. He thinks since the police cruiser Articles were defeated the taxpayers have made a statement.

Highway - Mr. Mullen said we still have flood work to be reimbursed for by FEMA.

Mr. Mullen said the Solid Waste and Reserve Funds look ok at this time.

23. Add items to first draft of list of possible Select Board Goals for 2014-2015: This will go on the March 17th agenda.

24. Board of Liquor Control Commissioners

A. Liquor/Tobacco License Renewal

1. J.W. Sandri, Inc / dba Sandri #204: Mr. Arrison convened the Board of Liquor Commissioners. **Mr. Boyer made the motion to approve the Second Class Liquor License and Tobacco License for J.W. Sandri, Inc / dba Sandri #204. Mr. Cole seconded the motion which passed without dissent.**

Mr. Arrison adjourned the Board of Liquor Commissioners.

25. Future Meeting Agenda Items: Mr. Arrison said he wants the Select Board to think about what they want to discuss with the Fire Departments regarding concerns they have and to make a list. He referred to his letter he shared with the Board at the last meeting. He said the Fire Department can make a list for the Select Board as well if they want. Mrs. Esty said Haz Mat billing is a priority item.

Mr. Clattenburg said he doesn't think it's a good idea to have this discussion at the same time as a regular Select Board meeting. Mrs. Slade said the Select Board should be giving their list of "concerns" to the Fire Commission and the Fire Departments should do the same - the discussion should take place at a Fire Commission meeting.

March 17th - will meet with the Town Treasurer

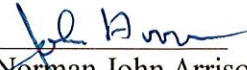
March 24th - will have a regular meeting. Mrs. Esty asked to add monthly reports to the agenda.

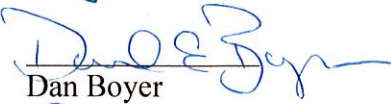
Mr. Hazeltine asked the Board who should meet and when to discuss getting the spec's together for the purchase of the new grader and truck. Mr. Fuller said Mr. Hazeltine should be doing this, the Board should not be holding up this process. It was decided the Highway Committee would discuss the spec's.

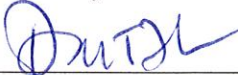
26. Adjourn: **Mr. Fuller made the motion to adjourn. Mr. Clattenburg seconded the motion which passed without dissent.** The Weathersfield Select Board meeting was adjourned at 8:20 p.m.

Submitted by,
Lisa Slade

Approved by the Weathersfield Select Board on March 26, 2014


Norman John Arrison


Dan Boyer


Dave Fuller

Richard Clattenburg

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Norman John Arrison
Town@home

