

Select Board
Martin Memorial Hall
5259 Route 5, Ascutney VT
Monday, August 7, 2023
6:30 PM
REGULAR MEETING

Select Board Members Present: Michael Todd, David Fuller, Paul Tillman, Kelly O'Brien, Wendy Smith

Select Board Members Absent:

Brandon Gulnick, Town Manager

Others Present:

Olivia Savage	Scott Duffy	
Joseph Bublat	Ryan Gumbart	
John Arrison	Barbara Thomas	
Beth Humton	John Keniston	
Kathleen Duffy		

1 Call to Order

Mr. Todd called the meeting to order at 6:30pm.

2 Pledge of Allegiance

Mr. Tillman led the pledge of allegiance.

3 Agenda Review

Mr. Todd stated that he may come back to agenda review incase item #15 needs to be moved up sooner.

4 Comments from SB, TM, and Citizens on Topics not on the Agenda

Mr. Duffy expressed concerns surrounding damages to his property during severe flooding and inquired if the Town could do something about it since a town bridge is part of the issue. The Town Manager stated that the problem is being looked into and that Mr. Duffy will be kept in the loop.

Mr. Fuller had spoken with Farm Service Agency and help for farms has been slow going but there may be a property tax relief from the Board of Civil Authority can assist in a per acre grant. Mr. Fuller wanted to let local farmers know that he is going to propose property tax relief via ARPA funds. The Select Board agreed that there should be future conversations about how to help small businesses in town that were impacted by the flood and frost.

5 Review Minutes from Previous Meeting: 7/11/23 & 7/12/23

Additions/corrections/deletions:

a. None.

Motion: To approve the 7/11/23 minutes.

Made by: Mr. Tillman **Second:** Ms. O'Brien

Vote: All in Favor

Motion: To approve the 7/12/23 minutes.

Made by: Mr. Tillman **Second:** Ms. O'Brien

Vote: All in Favor

6 Public Hearing: Zoning Bylaws – Use Tables & Definitions

Mr. Todd opened the hearing and Mr. Tillman read aloud the [Notice of Public Hearing](#). The Land Use Administrator read aloud the [Planning Commission Reporting Form](#).

Participants Mr. Gumbart, Mr. Gulnick, Mr. Arrison, Mr. Bublat, and Ms. Humton then swore an oath that any testimony given in the hearing is of the truth, under penalty of perjury, so help them God.

Mr. Gumbart stated that the last time the Select Board adopted changes to the Bylaws, that those changes did not include amendments to the Use Tables and that the Use Table is like the Table of Contents of the document. The amendment in question is just to catch up with the changes that have already been made. Ms. Humton and Mr. Bublat both stated that they agree with this.

The Select Board and participants discussed hearing procedures, the changes made, how it is a living document, the documents structure, and how there is no regulatory change.

Motion: To continue the Zoning Bylaws hearing for a final decision by the Select Board on 8/21/23 at 6:30pm.

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

Vote: All in Favor

Mr. Fuller stated that this motion will give two more weeks for those who may not have had a chance to review or comment on it.

Mr. Todd closed the hearing.

7 Highway #95 Deliberation

Mr. Todd read aloud the following Findings of Fact:

F1. During the Site Examination, the Select Board found that Highway #95 is unidentifiable from the surrounding field.

F2. During the Site Examination, the Select Board found no evidence of an existing road or lane.

F3. During the Site Examination, the Select Board learned that the site was different in-person than the maps show.

Mr. Todd read aloud the Conclusions of Law:

The aim of the Select Board in this matter was to receive the request to discontinue the road, appoint a date/time for a Site Examination and Public Hearing, hear comments from the public regarding Highway #95, review the testimony and evidence, and judge whether the public good, necessity, and convenience of the inhabitants of the municipality require the highway to be laid out, altered, reclassified, or discontinued as claimed in the request.

The Select Board needed to determine that the discontinuance is required for the “public good, necessity, and convenience of the inhabitants of the municipality” per section 710. The Select Board found that 1) Highway #95 is located on private property. 2) If the road is not discontinued, it would be at a substantial cost to residents without any benefit.

Motion: To discontinue Highway #95, to file the appropriate paperwork, and for the Chair to sign at conclusion.

Made by: Mr. Fuller **Second:** Ms. O’Brien

8 Bottle Redemption Fund Request

The Town has a “Bottle Redemption Fund” that revenue is entered into when the Town collects returnable bottles and cans at the Transfer Station with proceeds dispersed by the Select Board as grants to citizens/organizations who applied for the funds. According to the Treasurer, this process was shut down by the previous auditors because the Town had no authorization to keep those funds separate and roll them over from year to year.

Since FY20, the Town has accumulated \$6,034.81, following the deduction of the \$1,000 granted to Lisa & Jeff Slade for flags. The Gardening Club President, Amy Beth Main, has requested a mini grant of \$2,500 to continue their efforts in planting flowers, plants, trees, etc. for the beautification of Weathersfield.

The Select Board went into discussion about the request. Mr. Fuller pointed out how this is revenue coming in from the transfer station and going into the general fund and that the revenue probably should be going into the solid waste fund, pointing out the deficit in the solid waste budget.

The Select Board discussed the effect this fund could have on other towns contracting with Weathersfield, how the Town is expending labor at the

transfer station to do bottle redemption, and that perhaps setting bins up for residents to sort redemption out their own might be helpful.

The Select Board discussed that it would be nice to know what exactly the Garden Club is spending \$2,500 on and that a proposal might be good to have. The Select Board requests that the Garden Club meet with the Parks and Recreation Commission.

Motion: To move the Bottle Redemption Fund from the General Fund to the Solid Waste Fund.

Made by: Mr. Fuller

Second: Ms. O'Brien

Vote: All in Favor

9 Board of Listers: Errors & Omissions to Grand List

July 24, 2023

To: Selectboard

From: Board of Listers

Re: Errors and Omissions to Grand List

In accordance with 32 V.S.A. section 4261, we request approval from the Selectboard to make the following changes to the 2024 Grand List book.

Personal Property Parcel # 110108PP, 070203APP, 040228PP, 050258PP, 120052PP, 060014PPB, 060010PP, 040356PP, 070211PP, 0402242PP, 060014APP, 080101PPA, 050337PP, 060020PP, and 5A0219PP.

After the change in the exemption amount last year from \$10,000.00 to \$50,000.00 for personal property/equipment there was a hand full of parcels that were missed as far as changing the exemption amount and subsequently changing the taxable amount. Those parcels were missed because the listers office did not receive back the notice of value change from the owners and it was not caught during the process of finalizing this year's Grand List.

Correcting this error decreases the Total Municipal Grand List by \$3,109.81.

Thank you,



Board of Listers

Motion: To accept the July 24 Errors and Omissions to Grand List from the Board of Lister in the amount of \$3,109.81.

Made by: Mr. Tillman

Second: Ms. O'Brien

Vote: All in favor

10 Order to Reappraise

The Vermont Department of Taxes is notifying towns required to reappraise Education Grand List properties. Act 68 (H.480) of 2023, altered the statutory triggers that require municipalities to reappraise. Effective for Grand Lists lodged on April 1, 2022, Vermont law 32 V.S.A. §4041a(b), requires that a municipality maintain its Education Grand List with a coefficient of dispersion (COD) that is at or below 20%, as determined by the Director of Property Valuation and Review (PVR).

If the Education Grand List falls outside this parameter, the Director must order the municipality to reappraise. This statutory change does not alter existing reappraisal orders; municipalities that received a reappraisal order in prior years are still obligated to reappraise. Based on the results of the 2022 Equalization Study, the COD in Weathersfield was outside the acceptable parameters, and therefore, an order to reappraise is issued.

The Select Board discussed the two RFPs, one from NEMRC for the amount of \$174,000 and one from NEMC for \$172,000. NEMC can get it done between January and June of 2024, while NEMRC may take another two years. The Select Board discussed the pro and cons of starting the process sooner versus later and concluded that it has to be done regardless and that the conversation has been going on for a while.

Motion: To award the reappraisal to NEMC for the amount of \$172,000 and to authorize the Chair to sign the letter.

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

Vote: All in favor

11 Town Manager Update

a. Projects

- The Town Garage Roof Replacement project kicked off on Monday, July 31st. Following completion, the West Weathersfield Fire Department roof will follow.
- Indus has been notified that they were awarded the crack sealing project and they anticipate completion in September.
- BlakTop paving has been notified that they were awarded the paving projects on Sunset Blvd., Cherry Lane., Thrasher Road. The project will be completed no later than September 30, 2023.
- Renaud Bros has been notified that they were awarded the Upper Falls Covered Bridge project. This project will be completed no later than 10/31/2023.

- The Town is in the process of releasing an RFQ for engineering services for Martin Memorial Hall Drainage.

b. Storm Damage/ FEMA Funding

The Town attended the Applicants Briefing for DR4720. The briefing included information on the FEMA Public Assistance Program, Eligibility and Project Documentation, Contracting and Procurement, Time extensions on projects, improved alternate projects, and closeouts/ project completion certification Reports. The Disaster Number is FEMA-DR4720-VT. The declaration was declared on July 14, 2023. The type of disaster is Severe Storms and Flooding. The funding mechanism will be through the Public Assistance and Hazard Mitigation. Designated counties include Addison, Bennington, Caledonia, Chittenden, Lamoille, Orange, Orleans, Rutland, Washington, Windham, and Windsor.

The Town has \$10,000 - \$15,000 in total expenses for labor and materials, \$25,000-\$30,000 in mutual aid to Cavendish, and three (3) bridges that may be eligible, including the Ascutney Basin Bridge replacement, Little Ascutney Road Bridge (pending hydraulic study), and Upper Falls Covered Bridge (replacement of riprap). The Town is waiting on project estimates prior to completing the RPA but anticipate costs exceeding 1M.

c. Moover

The MicroMoo is a new, free, on-demand transportation service that is coming to the Town of Weathersfield. The Town Manager met with the Manager of MOOVER last week, and they will be providing transportation to residents in Weathersfield from Route 5, parts of 131, and the Ascutney Park & Ride. The MicroMoo is funded by state grants, and there is no cost to the town.

d. Planning & Zoning Partnership

Weathersfield partnered with the Towns of Windsor and Rockingham/Bellows Falls with Planning & Zoning. The three (3) towns will share Land Use & Planning staff, and share expenses similar to the formula used for the Transfer Station with Reading and West Windsor. The Town of Hartland may also join into the arrangement. Windsor is taking the lead on the employment aspect, similar to Weathersfield with the Transfer Station. Any towns wishing to join would do so through the Inter-municipal Agreement.

e. Water District Project

The Town applied for \$1.2M to replace the water main line for the Water District. The project has been engineered and permitted. Interested parties

attended the Priority List public hearing in Montpelier on the 31st and continue to advocate for the project.

f. Virtual Meetings

CCI & SAPA are in the process of improving the virtual meeting technology and setup.

g. Radar Sign – Perkinsville

The Town Manager is in contact with the Permit Coordinator. As of 8/3, the Town has been told the permit will be going through by 8/11.

12 Long-term Debt Schedule

The Town Manager presented the long-term debt schedule, which showed everything that the Town has interests or principle payments per fiscal year. The only item currently pending is the fire truck. The Select Board discussed the implications of current interest rates and potentially paying off some of these items with ARPA funds, such as the trash compactor. The Town Manager will bring back some projections for the Select Board.

Town of Weathersfield
Long Term Debt Schedule

Type	Purpose	Amount	Number	First Payment	Last Payment	Term	Int. Rate	First FY	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Capital Improvements	Fire Truck	\$229,000	1777459-21	5/17/18	5/17/22	5 years	2.50%	FY18	\$45,800	\$45,800	\$45,800	\$45,800								
Interest									\$4,580	\$3,402	\$2,290	\$1,145								
Capital Improvements	Snow Plow Truck	\$156,520	1777459-23	1/17/19	1/17/23	5 year	2.75%	FY19	\$31,304	\$31,304	\$31,304	\$31,304	\$31,304							
Interest									\$4,305	\$3,424	\$2,583	\$1,722	\$861							
CAT Financial - Grader	Grader lease								\$33,988	\$33,989										
Paving Loan	Wea Cntr Road	\$190,000	self funded w/Reserves	10/1/20	10/1/24	5 years	2.75%	FY21			\$38,000	\$38,000	\$38,000	\$38,000	\$38,000					
Interest											\$5,225	\$4,180	\$3,135	\$2,090	\$1,045					
Capital Improvements	Dump Truck	\$123,020		10/23/21	10/23/27	7 years	2.50%	FY22				\$17,575	\$17,575	\$17,575	\$17,575	\$17,575	\$17,575	\$17,570		
Interest												\$3,076	\$2,637	\$2,198	\$1,759	\$1,320	\$881	\$439		
Capital Improvements	Grader	\$115,000		12/9/21	12/9/27	7 years	2.50%	FY22				\$16,429	\$16,429	\$16,429	\$16,429	\$16,429	\$16,429	\$16,426		
Interest												\$2,875	\$2,465	\$2,054	\$1,643	\$1,232	\$822	\$411		
Capital Improvements	Highway Truck	\$70,000	self funded w/Reserves	10/1/23	10/1/27	5 years	2.75%	FY24						\$14,000	\$14,000	\$14,000	\$14,000			
Interest														\$1,925	\$1,540	\$1,155	\$770	\$385		
Capital Improvements	Trash Compactor	\$70,905	self funded w/Reserves	11/1/23	11/1/29	7 years	3.00%	FY24						\$10,130	\$10,130	\$10,130	\$10,130	\$10,130	\$10,130	
Interest														\$2,127	\$1,823	\$1,519	\$1,215	\$911	\$607	\$304
Capital Improvements	Fire Truck	\$270,000	pending	1/17/24	1/17/30	7 years	4.00%	FY24						\$38,570	\$38,570	\$38,570	\$38,570	\$38,570	\$38,570	\$38,580
Interest														\$10,800	\$9,257	\$7,714	\$6,171	\$4,628	\$3,085	\$1,542
Capital Principal									\$111,092	\$111,093	\$115,104	\$149,108	\$103,308	\$134,704	\$134,704	\$96,704	\$96,704	\$96,696	\$48,700	\$48,710
Capital Interest									\$8,885	\$6,826	\$10,098	\$12,998	\$9,098	\$21,194	\$17,067	\$12,940	\$9,859	\$6,774	\$3,692	\$1,846
TOTAL									\$119,977	\$117,919	\$125,202	\$162,106	\$112,406	\$155,898	\$151,771	\$109,644	\$106,563	\$103,470	\$52,392	\$50,556
VERIFY									\$119,977	\$117,919	\$125,202	\$162,106	\$112,406	\$155,898	\$151,771	\$109,644	\$106,563	\$103,470	\$52,392	\$50,556
last updated 12/15/22																				

13 ARPA Discussion

The Town Manager would like to request some funding to improve virtual meetings up to \$5,000.

Additionally, the Town needs to determine what the plan is for the remainder of the work for the Generator. The Town has a grant that it would like to close out, but there's still \$650 available for hooking up the generator to the propane. The Town originally budgeted \$28,121.5 from ARPA for the

generator project and has expended \$28,164, and the generator has been installed on a concrete pad. The Town currently has \$14,103.25 remaining in the ARPA fund for the propane hookup, and \$650 remaining in the grant from VEM (\$14,753.25 total).

The Town Manager presented the following solutions:

Option 1: includes installing a 1,000 UG LP Tank on the side of the building, excavating around the building to run the propane line, and installing the line into the generator. The gas line will consist of 1/2" poly coat and 1" polyethylene low pressure. The total cost for this to be done is \$4,875, and the work would be done through McKinstry Property Services and Excavation.

Option 2: includes installing a 1,000 UG LP tank in the back of the parking lot near the existing shed. The propane tank would be buried. The parking lot would need to be pulled up and the pipes sleeved in conduit. The line size would need to be larger. This would increase the price of the job to \$5,800.

The Select Board discussed the size of the tank and why the engineer didn't suggest a smaller tank option, if the tank could be buried, and if the Town would be owning the tank. The Select Board discussed at length which location to put the tank. The Town Manager stated that he needs more time to think about it and investigate more about the details of this project.

The Select Board had previously discussed prioritizing projects, long term debt, and the storm that recently swept through the State of Vermont. The Select Board had also requested that the Town provide more information about the Tree project, Town Clerk Digitization, and Hoisington Field. The Select Board moved the rest of the ARPA discussion to the next meeting.

14 VLCT Town Fair 9/26 - 9/27

Motion: To close the Town Hall on 9/26 & 9/27 so Town staff can attend the VLCT Town Fair.

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

Vote: All in favor

The Select Board stated that the Town Office being closed on those dates needs to be well advertised and that their experience with these trainings have been good.

15 Collaborative Stoke, LLC - Request to Cater Permit at Wedding

a. Saturday, August 12, 2023 from 4pm-9pm at 396 Lottery Lane

Motion: To approve the Cater Permit at the Wedding on Saturday, August 12, 2023 from 4pm-9pm at 396 Lottery Lane and to waive all fees.

Made by: Mr. Tillman **Second:** Ms. O'Brien

Vote: All in Favor

16 Appointments

There were no appointments but the vacancies are as followed:

- a. Budget Committee (5 Vacancies)
- b. Conservation Commission (2 Vacancies)
- c. Energy Coordinator (1 Vacancy)
- d. Green Up Coordinator (1 Vacancy)
- e. Lister (1 Vacancy)
- f. Parks and Recreation (1 Vacancy)
- g. Veterans Memorial Committee (2 Vacancies)
- h. Zoning Board of Adjustment (2 Vacancies)

17 Approve Warrant

To approve the warrants for 8/7/2023 as followed:

General Funds
Operating Expenses: \$66,511.74
Payroll: \$24,660.86

Library
Operating Expenses: \$0
Payroll: \$3,503.94

Highway Fund
Operating Expenses: \$40,979.88
Payroll: \$16,745.15

Grant: \$1,565.89

Parks & Recreation: \$3,750.00

Solid Waste Management Fund
Operating Expenses: \$2,510.82
Payroll: \$2,899.84

Grand Totals:
Operating Expenses: \$115,318.33
Payroll: \$47,809.79

Made by: Mr. Tillman

Second: Ms. O'Brien

Vote: All in favor

18 Any Other Business

Mr. Tillman stated that the Planning Commission received a letter from the Chief of Police stating that some of the stuff in town could have an adverse effect on the community and that he may need more people. Mr. Tillman requested that this topic be put on the next agenda.

19 Adjourn

Motion: To adjourn the meeting.

Made by: Mr. Tillman

Second: Ms. O'Brien

Vote: All in favor

The meeting adjourned at 9:36pm.

Respectfully submitted,
Nichole Gagnon

WEATHERSFIELD SELECT BOARD

Michael Todd, Chairperson

David Fuller, Selector

Wendy Smith, Selector

Kelly O'Brien, Clerk

Paul Tillman, Vice-Chairperson

