

Select Board
Martin Memorial Hall
5259 Route 5, Ascutney VT
Monday, August 21, 2023
6:30 PM
REGULAR MEETING

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

Select Board Members Absent:

Brandon Gulnick, Town Manager

Others Present:

Olivia Savage	Darrin Spaulding	
Joseph Bublat (remote)	Ryan Gumbart (remote)	
Lee Pudvah	Beth Humton	
Crystal Pudvah	Tilar Amidon	
Shyler Pudvah		

1 Call to Order

Mr. Todd called the meeting to order at 6:31pm.

2 Pledge of Allegiance

Mr. Tillman led the pledge of allegiance.

3 Agenda Review

No changes.

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

Ms. Humton stated that she sent a letter regarding the Bottle Redemption Fund and that there is still a sign saying that monies go to a charitable organizations so she would like for the Select Board to reconsider their vote. The Town Manager stated that he had been made aware that the majority of the Park and Recreation Commission is also a part of the Garden Club, therefore, it would be a conflict of interest for funding to come from Parks and Recreation. The Select Board concluded that this topic should be a future agenda meeting.

Mr. Tillman read his letter of resignation. His last day serving the Town of Weathersfield is the next Planning Commission Meeting on Monday, August 28th, 2023. The Select Board stated that a Notice of Vacancy would be put out.

Please accept this letter as my resignation from the Weathersfield Selectboard and Planning Commission. My last day of service to the Town will be Monday, August 28th, 2023.

My wife and I have accepted jobs in the Ashville North Carolina area, she has already relocated to our new home there and I will be following in the next few weeks.

I want to thank the Selectboard and the Residents of Weathersfield for the opportunity to serve them and the Town. The knowledge and experience I have obtained while serving on the Selectboard and the Planning Commission has been invaluable and will help me with any future ventures with my political career.

This has been a bittersweet decision for me, I love this Town and the people. I wish everyone all the best. Weathersfield will always be my "home".

Paul Tillman

5 Review Minutes from Previous Meeting: 8/7/23

Additions/corrections/deletions:

a. None.

Motion: To approve the 8/7/23 minutes.

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

Vote: All in Favor

6 Public Hearing: Zoning Bylaws – Use Tables & Definitions

The purpose was to clean up definitions of the changes already made and to reorganizes things that are out of place, and thus, this was only housekeeping of the document. The Select Board had held off on a decision at the last meeting to see if there was any public feedback on the matter. The Land Use Administrator and the Town Manager stated that they had not received any feedback from the public. The Select Board discussed procedure and Mr. Todd read aloud the [Routine Adoption](#).

Motion: To adopt the amendments to Article 2 and Article 7 of the Zoning Bylaws.

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

Vote: All in Favor

7 FY23 Year-End Reserve Transfer

The Town Treasure wrote a letter to the Select Board stating that it was the time of year to balance out a series of transfers between the General Fund and various town Reserve Funds at the end of FY23. There was an attached spreadsheet summarizing the transfers that need to be done and that for this year, the net result is \$513.65 being transferred out of the Reserve Funds and into the General Fund. The ARN transfer and the Unspecified Reserve transfer are really the only "discretionary" transfers. The others are "must do" based

on how the Town currently account for reserve fund revenues by including them in the general fund budget.

ITEM	Account Number	FY23 Revenue	FY23 Expense	Balance	Already Transferred	Balance to Transfer	Reserve Fund	DEBIT Account	CREDIT Account	FUND BALANCE (before transfer)
EXPENSE TRANSFER:										
Vault Fees	103-01.10	\$ 3,591.55	\$ -	\$ 3,591.55	\$ 5,500.00	\$ (1,908.45)	Vault Usage	11-7-103-90.03	41-6-445-08.15	\$ 74,417.06
Computerization*	103-20.15	\$ 6,327.00	\$ 4,083.00	\$ 2,244.00		\$ 2,244.00	Municipal Records	11-7-103-90.00	41-6-440-08.15	\$ 17,810.38
Preservation	103-01.05	\$ 4,342.00	\$ -	\$ 4,342.00	\$ 5,120.00	\$ (778.00)	Land & Vital Records	11-7-103-90.02	15-6-103-08.15	\$ 29,444.02
Voting Equipment		\$ -	\$ -	\$ -		\$ -	Voting Equipment	11-7-103-90.04	41-6-435-08.15	\$ 3,053.93
Parks & Recreation****	302-38.10	\$ 1,500.00	\$ 304.88	\$ 1,195.12		\$ 1,195.12	Parks & Recreation	11-7-302-38.10	41-6-425-08.15	\$ 24,125.54
Property Reappraisal	104-90.00	\$ 15,808.00	\$ -	\$ 15,808.00	\$ 15,808.00	\$ -	Reappraisal	11-7-104-90.00	15-6-104-08.15	\$ 286,137.48
CASH TRANSFER ONLY:										
Aide to Res. In Need	106-09.18	\$ 1,670.00	\$ 3,285.32	\$ (1,615.32)		\$ (1,615.32)	Aide to Res. In Need	11-1-010-02.00	11-1-010-03.00	\$ 4,601.99
Conservation	106-09.17	\$ 35.71	\$ 1,785.32	\$ 35.71	\$ 35.71	\$ -	Conservation	11-1-010-02.00	11-1-010-03.00	\$ 1,810.62
Rabies***	106-09.16	\$ 349.00	\$ -	\$ 349.00		\$ 349.00	Rabies	11-1-010-02.00	11-1-010-03.00	\$ 4,862.82
Unspecified Reserve			\$ -	\$ -		\$ (513.65)		11-1-010-02.00	11-1-010-03.00	\$ 121,067.94
NET TOTAL										
* Transfer equals revenue less expenses in line 11-7-103-24.00										
** Transfer equals any donation revenue plus the balance in 11-7-106-90.04										
*** Transfer equals number of dog licenses issued during year x \$ 1.										
**** Transfer equals unspent balance in 11-7-302-38.10										

Motion: To transfer out of the Reserve Funds and into the General Fund, whether negative or positive, as of 8/21/23, as followed: Vault fee -\$1,908.45, Municipal Records \$2,244.00, Land & Vital Records \$-778.00, Parks & Recreation \$1,195.12, Ade to Residents in Need -\$1,615.32, and Rabies \$349.00, for a Net Total of -\$513.65.

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

Vote: All in Favor

8

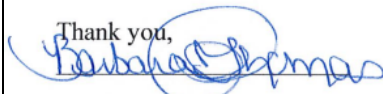
Board of Listers: Errors & Omissions to Grand List

August 8, 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.

Real Value Solar Parcel #080201SLR \$591,000.00 and #050340SLR \$662,600.00 these numbers have been added to the Grand List.

Thank you,

Barbara Thomas
Board of Listers

Motion: To accept the August 8th Errors & Omissions to the Grand List from the Board of Listers.

Made by: Mr. Fuller

Second: Ms. O'Brien

Vote: All in Favor

9 AVFD Hose Replacement

On Monday, August 14, 2023, Industrial Analysts conducted Ascutney Fire's annual hose testing. The test involves hooking the hose onto their pump system, and they boost the pressure up to 400lbs, which is required by NFPA to determine whether a hose fails. A hose fails the test when there is water coming out of any section of the hose or the hose pulls away from the coupling fitting itself.

It was found 21 pieces of fire hose at Ascutney Fire Department failed the test, and since this was all tested last year too, the damage to the hose occurred over the past 12 months. Bubbles were found in the hose, and water was squirting out in the middle of the hose, and some lengths were broken apart, and others peeled away from the fittings themselves.

Of the 21 pieces of hose that failed, 11 pieces are lines that go into buildings with firefighters. The 3" hose and 1" & 3/4 hose are all 50ft long, and the 4" hose are 100ft pieces of hose, which are the supply lines. 1 ladder failed the test, and this ladder is a non-issue because it's on the truck that is being replaced and selling. The buyer will be notified that the ladder failed the test.

Motion: To take \$15,175 from ARPA funds to pay for fire hoses for Ascutney Fire Department.

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

Vote: All in favor

10 Sale of Ascutney Fire Engine 1

Engine 1 was advertised to sell for \$25,999 in April 2023. In May, the price was reduced to \$19,999. The Town has not received any interest from the advertised seller. Two (2) weeks ago, a Deputy Chief from Fairlee Vermont stopped by the Ascutney Fire Station to pick up foam, and asked Chief Spaulding if he was aware of any Fire Trucks for sale in the area. Chief Spaulding showed him Engine 1, and they came down on Sunday, drove it, pumped with it, and offered \$8,000 for it. The Fire Department in Fairlee voted in favor of purchasing this truck for \$8,000.

The Select Board discussed the value of the truck to the other fire department, how the Town should not to hold on to items not being used, and that while the low number is disappointing, the value will only continue to go down as time goes by.

Motion: To sell the 1995 (chassis)/1996 (body) Engine 1 to West Fairlee Vermont Fire Department for \$8,000 as is and fund to be added to the Fire Truck wheel fund.

Made by: Mr. Tillman

Second: Mr. Fuller

Vote: All in favor

11 Town Manager Update

a. Projects

The Town Garage Roof Replacement project is completed. The Town Manager signed an amendment to the West Weathersfield Fire Department Roof Replacement Contract to extend the completion date to September 30, 2023. The weather has not been cooperating this summer, so an extended completion date was required. The materials for the project have been purchased, and the interior ceiling work coordinated.

Indus has been notified that they were awarded the crack sealing project. 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 is scheduled to begin during the first week of September. 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 and will began efforts to relocate the generator adjacent to the Shed in the back of the MMH parking lot. Brookfield service will soon provide an estimate. Once The Town Manager has a reasonable estimate, he will coordinate with an excavator to determine the cost of digging the trench for the electrical alongside the dirt portion of the parking lot.

b. Select Board Meeting on September 4, 2023

The Selectboard meeting on Monday, September 4th needs to be moved to Tuesday, September 5th. September 4th is Labor Day.

Motion: To move the Monday, September 4th Select Board meeting to Tuesday, September 5th.

Made by: Mr. Tillman

Second: Mr. Fuller

Vote: All in favor

c. Storm Damage/ FEMA Funding

The Town completed the RPA (Request for Public Assistance) through FEMA on 8/14. Following an assessment, the damage the Town has

proposed to FEMA is approximately 1.2 million. The next step is the Exploratory Call, which is scheduled for Monday, 8/21/23 at 1:30pm.

Mr. Fuller stated that help for farms has been a disaster and that the federal government doesn't have any more money. With the disasters happening in other states, he is unsure if Vermont will receive the help it needs.

d. Reappraisal Update

The Town Manager distributed a Notice of Award to NEMC to do the Town Reappraisal. NEMC plan to hold a kickoff meeting in November and anticipate beginning the process in May/June 2024.

e. Assessor Services Update

NEMRC currently provides Assessor services to Weathersfield. Since NEMC will be doing our reappraisal, NEMRC has decided that they no longer wish to provide Assessor Services to Weathersfield. According to NEMRC, "there is an ongoing overlap between assessment services and completing a reappraisal; these are not mutually exclusive activities. No company completing a reappraisal wants their competition watching how they complete a reappraisal. The company doing assessment services does not want to ever defend the work of a different company."

NEMRC has agreed to continue to provide Assessor Services until the 2024 Grand List is lodged, after that, they will be voiding the Town's agreement with them. The Town Manager asked NEMC if they can provide these services, and they stated they probably will not have the time, but they are willing to discuss it during the kickoff meeting. Many surrounding towns are in the same situation, and the Towns plan to have discussions collectively on whether they can hire an Assessor and add that position to the Shared Services agreement.

f. Highway #95 Conclusion

The findings and decision document has been completed and the order of discontinuance has been filed with the Town Clerk. The Order has also been sent to the requestor, all persons that attended the hearing, and abutters.

g. Village Wastewater Committee

The Village Wastewater Committee has been advertised on this agenda to appoint three (3) members. This committee will work with Otter Creek Engineering as they develop the Wastewater Feasibility Study. For anyone interesting in joining this committee, please contact the Town Manager at townmanager@weathersfield.org.

The Select Board would like more understanding of the scope of services and for that to be put on the next agenda. The Town Manager will give more detail at the next Select Board meeting.

12 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).

Approved Expenses	Expense	% of ARPA
Small Businesses	12,000	1%
COVID (Supp, Test, Clean)	4,344	1%
Fire Departments	20,159	2%
Police Department	45,724	6%
Late Filing fees	13,818	2%
Roofing Projects	252,629	31%
Water District	75,000	9%
Food Shelf	9,290	1%
Martin Memorial Hall	41,475	5%
Building Assessments	5,828	1%
Total	480,267	59%
Proposed Expenses	Expense	% of ARPA
Hoisington Field	75,000	9%
Tree Maintenance	15,000	2%
Posts - Veterans Park	30,000	4%
MMH Drainage	20,000	2%
Trails	17,500	2%
Mapping - Scenic Views	15,000	2%
Digitization Town Clerk	25,000	3%
MMH Paving	28,000	3%
FD Training Stipends	20,000	2%
Town Welcome Signs	43,200	5%
MMH Electricity Improvements	30,000	4%
Security System - MMH	7,500	1%
Virtual Meeting Improvements	10,000	1%
Town Garage Generator	45,000	6%
Digitization of Land Use Records	25,000	3%
1879 SH Generator	12,016	1%
Total	418,216	51%

The Select Board began prioritizing the ARPA list. Mr. Fuller pointed out that for the Hoisington Field Project, that there may be an engineering documents that already exist and added that he has concerns that some of the trees there may have been dedicated to children who have passed away.

Mr. Tillman stated that mapping scenic views should be at the bottom of the list for ARPA funds as there are probably grants available for it. Mr. Todd pointed out that digitation of Town Clerk can be funded through the reserve

account. The Select Board agreed that the Town signs are not a priority given some of the other items on the list.

The Select Board pointed out the issue with the fire hoses at Ascutney Fire Department that just happened and agreed that having money on hand for unexpected expenses and emergencies, between \$50,000 and \$100,000, would be a good goal. The Town Manager will compile a prioritization list of these items to present to the Select Board.

13 Appointments

The vacancies are as followed:

- a. Budget Committee (5 Vacancies)
- b. Conservation Commission (2 Vacancies)
 - i. Marina Garland
- c. Energy Coordinator (1 Vacancy)
- d. Green Up Coordinator (1 Vacancy)
- e. Lister (1 Vacancy)
- f. Parks and Recreation (1 Vacancy)
- g. Trustees of Public Funds (1 Vacancy)
 - i. David Ainley
- h. Veterans Memorial Committee (2 Vacancies)
- i. Village Wastewater Committee (3 Vacancies)
- h. Zoning Board of Adjustment (2 Vacancies)

Motion: To appoint Marina Garland to the Conservation Commission and David Ainley to the Trustees of Public Funds.

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

Vote: All in favor

Mr. Tillman stated that it would be good to know for the future which committees and/or Boards individuals have to be a resident of the Town to participate in.

14 Approve Warrant

To approve the warrants for 8/21/2023 as followed:

General Funds	Solid Waste Management Fund
Operating Expenses: \$36,393.56	Operating Expenses: \$768.18
Payroll: \$15,919.02	Payroll: \$1,752.95
Highway Fund	Library
Operating Expenses: \$597.11	Operating Expenses: \$0
Payroll: \$9,166.71	Payroll: \$2,391.97

Reserves: \$143.92
ARPA: \$68,784.10

Grand Totals:
Operating Expenses:\$106,686.87
Payroll: \$29,230.65

Made by: Mr. Tillman
Vote: All in favor

Second: Mr. Fuller

15 Any Other Business

The Select Board briefly discussed selling the old police cruiser. The Town Manager will get an opinion on if it worth selling or sending it to auction.

16 Adjourn

Motion: To adjourn the meeting.

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

Vote: All in favor

The meeting adjourned at 8:21pm.

Respectfully submitted,
Nichole Gagnon

WEATHERSFIELD SELECT BOARD

Michael Todd, Chairperson

Wendy Smith, Selector

Kelly O'Brien, Clerk

Paul Tillman, Vice-Chairperson

David Fuller, Selector

