



**TOWN OF WEATHERSFIELD
SELECTBOARD
REMOTE/ VIRTUAL MEETING AGENDA**

Monday, June 15, 2020 | 07:00PM

REMOTE PARTICIPATION (CONFERENCE CALL/ DIAL IN)

Phone Number: (872) 240-3212 | Access Code: 477-101-293

Pursuant to Governor Phil Scott's March 30, 2020 Order Suspending Certain Provisions of the Open Meeting Law, See H.681, and the Governor's March 21, 2020 order imposing strict limitation on the number of people that may gather in one place, this meeting of the Weathersfield Selectboard will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Weathersfield website, at

http://cms2.revize.com/revize/weathersfieldvt/covid-19_resident_information/guidance_for_remote_meetings.php

For this meeting, members of the public who wish to watch the meeting may do so in the following manner:

Comcast Channel "1087" and VTEL Channel "161" on Wednesday at 7:00PM

GoToMeeting: "Live/ Real-time" – June 15, 2020 | 7:00PM

SAPATV.org – Wednesday Afternoon

No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real-time, via technological means. In the event that we are unable to do so, despite our best efforts, we will post on the Weathersfield website an audio or video recording, transcript or other comprehensive record of proceedings as soon as possible after the meeting.

1. Call to Order
2. Comments from Selectboard/ Town Manager and Citizens on Topics not on the Agenda
3. Review Minutes from Previous Meeting (s) June 1, 2020
4. Consider a Vote to Sign Preferred Site Letter – Green Lantern Solar
5. Town Manager Report
6. Consider a Vote to Adopt the Vermont Local Government Resolution
7. Education Tax Rate Discussion
8. Holiday Schedule for the Town
9. First Reading:
 - a. Conflict of Interest & Ethical Conduct Policy (Draft)
 - b. Fraud Prevention Policy (Draft)
 - c. Investment & Banking Policy (Draft)
 - d. Capitalization of Assets Policy (Draft)
10. Consider a Vote to Advertise the RFP for a Tandem Axle Dump Truck
11. Vote the Renewal of Certificate of Approval for Location of a Salvage Yard - (Hogdson Junkyard)
12. Consider a Vote to approve the COVID-19 Phased Reopening Plan
13. Consider a Vote to Amend the Personnel Policy
14. Consider a Vote to approve the 07/05/20 application for Fireworks Display
15. Consider a Vote approve the 8/28/20 application for Fireworks Display
16. Appointments
 - a. Budget Committee
 - b. Connecticut River Joint Commission
 - c. CRJC Mt Ascutney Subcommittee
 - d. Deputy Health Officer
 - Chris Whidden
 - e. Fence Viewer
 - f. Parks and Recreation Commission
 - g. Selectmen Representative to Schoolboard
 - h. Southern Windsor County Transportation Advisory Committee
 - i. Southern Windsor/Windham Counties Solid Waste Management District
 - j. Tree Warden
 - k. Veteran's Memorial Committee
 - l. ZBA Alternate
 - deForest Bearse
 - Dave Gulbrandsen
17. Approve Warrants
18. Any other business
19. Adjourn

Select Board Meeting
Martin Memorial Hall
5259 Route 5, Ascutney VT
DRAFT of Select Board Meeting Minutes
Monday June 1, 2020 7:00PM

Select Board Members Present:

Paul Tillman
Michael Todd
David Fuller
Joey Jarvis
N. John Arrison
Brandon Gulnick, Town Manager

Online Attendees: Darlene Kelly, Steve Hier

Attendees: Greg Herschel, Josh Dauphin

- 1.) Call to Order by Chair, David Fuller at 7:04 pm
- 2.) Comments from Select Board/Town Manager and Citizens on Topics not on the Agenda.

Paul Tillman asked Town Manager, Brandon Gulnick if he had found any policies regarding attendance on the Select Board or any other boards.

David Fuller believes there is something on file regarding attendance. Brandon Gulnick will review further.

Paul Tillman asked who is called when the power goes out and the lights at the 4-way are blinking as there are currently no signs there. Josh Dauphin believes that the signs were removed when 131 was redone and not replaced.

David Fuller had a discussion with the Emergency Management group regarding road closures and will follow up. He is fairly certain that Rte 5 and Rte 131 are under State jurisdiction.

Michael Todd wanted to make the Select Board aware that there is a member of the Planning Commission that has been absent for the last 4 meetings.

Brandon Gulnick, Town Manager and Steve Hier wanted to note that there were 4 policies included in the packet for review for an upcoming meeting:

- Conflict of Interest & Ethical Conduct Policy
- Fraud Policy
- Capitalization Policy
- Investment and Banking Policy

David Fuller requested time to review and for these items to be warned on the next Select Board Meeting agenda. He asked the Town Manager if there were any current versions of these policies to compare them to.

John Arrsion wanted to know where the wordage came from.

The Town Manager said these were new policies and the wording came from the Leagues of Cities and Towns.

Greg Herschel was in attendance to discuss being charged a late penalty for his taxes coming in a day late. They were not aware of a drop box and there are no signs on the "Main Entrance" door indicating that there is a drop box at the other entrance.

WWVFD Fire Chief, Josh Dauphin spoke to the Select Board about replacing the AED machines for both WWVFD and AVFD. He received a letter from the manufacturer stating that these machines needed to be taken out of service. One was purchased in December 2001 and the 2nd was purchased in December 2002. As these are an unanticipated expense, he would like to request that the monies for these come out of the Non-Motorized Reserve Funds.

Michael Todd made a motion to all the Town Manager and the Fire Chiefs find replacements for the AED machines not to exceed \$4,000 to be funded from the Non-Motorized Reserve Account.

Paul Tillman – 2nd

No discussion

Vote - unanimous

3.) Review of minutes from previous meetings:

- a. Minutes from 5-4-20
Motion to approve made by Michael Todd
2nd – Joey Jarvis
No discussion
Vote – unanimous
- b. Minutes from 5-11-20
Motion to approve made by Michael Todd
2nd – Joey Jarvis
No discussion
Vote – Unanimous

4.) Discussion of April 22, 2020 email-

David Fuller discussed the email he sent to the Select Board on April 22, 2020, which read:

Everyone,

I find it necessary to write to remind members about their roles as individual members of a five person board. There are a variety of topics that---given the new Town Manager--need to be researched and put together in a presentation for ---all of us--as a whole board --at the same time--to consider.

The highway grader/ dump truck---the fire departments---land use/assessor ---and the Abbott property are four.

While each of you and myself may have an opinion and or information on any subject , you can and will be allowed to bring that forward in a warned meeting --of all of us ---all at the same time. I have asked TM Brandon to do exactly that and I've asked him to do this alone as Manager---so as not to have any other opinion , one way or another. With exception of the highway--yet to be determined as definition ---the other topics have not had the board's authority. It is very important to let TM Brandon--independently-- do his job.

The Town's Select board only has 2 jobs. 1--to hire a Town Manager (who then reports to us) and 2---provide the resources (money) necessary to operate the Town each year.

I've let a few times that I thought were not appropriate slide . No more. If I find it necessary to file a board member conduct / conflict issue before the full board--I will.

Please, let us all let Brandon present us all details on these subjects.

Dave

David Fuller wanted to make it clear that he did not have information that he didn't want to share.

No one on the Select Board was aware of any vote outside of any meetings.

John Arrison reiterated that he had heard it from a 3rd party.

5.) Town Manager Report –

Town Manager, Brandon Gulnick reviewed the following with the Select Board

Town Manager Report

To: Weathersfield Select board

Cc: Weathersfield Residents & Staff

From: Brandon Gulnick, Town Manager

Date: June 1, 2020

COVID-19 & TOWN OPERATIONS

The Town developed a COVID-19 Safety & Health Work Plan describing the implementation of mandatory health and safety requirements established by the Vermont Department of Health, VOSHA, and the Vermont Agency of Commerce and Community Development in accordance with Governor Scott's COVID-19 Executive Order and subsequent Addenda as well as guidelines from the Centers for Disease Control. See Attachment A Martin Memorial Hall will be open to the public beginning Monday, June 22, 2020. A Phase I Reopening and Training Plan is currently under development to be

complete by June 11, 2020. Key components of the plan include the relocation of the buildings main entrance & exits, which will be identified by free standing signs, a limit of 2 people from the general public upstairs at any given time (excluding researchers in the Town Clerk's Office), markings on the floor indicating 6 foot spacings, plexi glass barriers at all points on the Front Desk & Town Clerk's Office, and the requirement of masks. Additionally, a log of anyone who enters the building from this point forward will be maintained in the event contact tracing is required by the Health Department. The upstairs bathroom will be closed to the public in Phase I until hands free devices are installed. For the convenience of Weathersfield Residents, we ordered an outdoor protected bulletin board to provide Public Notices outside of Martin Memorial Hall. We anticipate the bulletins delivery on June 11, 2020.

SUMMER MEETING SCHEDULE

In the past, the Select board held meetings in various places throughout Weathersfield during the Summer months. COVID-19 restrictions will make it more complicated to do this during Summer 2020. I am requesting the Select board provide an opinion on this topic.

PERFORMANCE EVALUATIONS

Performance Evaluations have been scheduled with all Town Staff. The purpose of this preliminary evaluation is to obtain a firm understanding of where we are, where we need to be, and how we're going to get there. Historically, performance evaluations were done annually. Moving forward, performance evaluations will be conducted quarterly.

TRANSFER STATION

Jim Toher (Casella) visited the Transfer Station on 05/25/2020 to confirm what he thought was on-site. Jim also confirmed with the vendor who provided and installed the ZS compactor and box back in 2017. The Town owns the ZS box and compactor unit. Additionally, the Town owns the trash compactor, but no other boxes are owned by the Town of Weathersfield, including the glass box and trash overflow box. Thus, prior to June 30th, Casella will be removing the glass dumpster only. Alva Waste and I scheduled a meeting for Wednesday, June 3, 2020 to review the contract for Single Stream Recycling & a Trash Overflow box. A draft report for Reading and W. Windsor has been assembled and is currently under review. A meeting with the Select board Representative to Solid Waste and the Highway Superintendent will take place to finalize this report.

ASCUTNEY FIRE DISTRICT #2

The Prudential Committee approved the transition of Management for the Water Department and FY21 budget (Attachment B). The Ascutney Fire District #2 is holding its Annual Meeting on June 9, 2020. I encourage residents of AFD#2 to attend this meeting.

TOWN FOREST PROJECT I'm in the process of reviewing all of the information involved in this project. A lot of work has been done to date and I anticipate providing a full report to the public this Summer. Due to COVID-19 restrictions, I recommend we

hold this meeting outside so that all Weathersfield residents with an interest in this project can be heard.

ITEMS UNDER REVIEW

Town Forest/Abbott Report (May 18th/ June 1)
Road Grader RFP (May 18th)
Dump Truck RFP (May 18th)
Fire Department Report (TBA)
IT Managed Services (TBA)
Performance Evaluations (Scheduling throughout May/June)
Town Plan (Under Review)
Proactive Grant System (In progress)
Analysis of Existing Service (In progress)
Office Restructure (In progress)
Financial Analysis (In progress)
Capital Improvement Plan (TBA)
Information Management Analysis (TBA)

Attachment A

Weathersfield COVID-19 Workplan
Effective June 1, 2020

A. Purpose

This plan describes the implementation of mandatory health and safety requirements established by the Vermont Department of Health, VOSHA, and the Vermont Agency of Commerce and Community Development in accordance with Governor Scott's COVID-19 Executive Order and subsequent Addenda as well as guidelines from the Centers for Disease Control.

B. Responsibilities

Town of Weathersfield has assigned the following individual(s) to serve in the role of health officer. The health officer has the authority to stop or alter activities to ensure that all work practices conform with the mandatory safety and health requirements applicable to COVID-19. Brandon Gulnick, Town Health Officer For the purpose of ensuring compliance with the most recent safety and health requirements, the Town Health Officer is responsible for administering this plan, monitoring agencies for new requirements, updating this plan, communicating any changes to employees, and monitoring the overall effectiveness of the plan. This person is also responsible for providing employees with a copy of this plan upon request.

C. Determination of Exposure Risk by Job Duty

We have determined the COVID-19 exposure risk level of all municipal functions to ensure that we apply appropriate hazard controls – including training, equipment, and

personal protective equipment (PPE) – to protect employees’ safety and health. This assessment is based on OSHA Publication 3900. Classes of employees have been assigned to risk categories as follows:

Work Area and/or Job Duties	COVID-19 Risk Level
EMS/Rescue/Ambulance	High
Police Department	Medium
Highway Department	Low
Office Staff (Town Clerk, Finance, Treasurer, Human Resources/ Admin., Listers)	Low
Land Use Administrator (Limited Access to the Public)	Low
Firefighters (Not providing patient transport)	Medium
Firefighters (Providing patient transport)	High
Solid Waste Personnel	Medium
Town Manager	Medium
Water Operators	Low
Emergency Management Director	Medium

D. Hazard Control Measures

Weathersfield is implementing the following hazard control measures to minimize employees’ workplace exposure to COVID-19.

- Face-to-face meetings are limited and require that both parties follow Hazard Control Measures as described in the Safety & Health Workplan.
- Use of face masks is mandatory within the workplace when in the presence of others.
- Plexiglass barriers have been installed at cashier stations and other fixed locations where customer service contact occurs. Barriers must be used to the maximum extent possible.
- Every employee has received training that meets the VOSHA and ACCD requirements for COVID-19 content and acceptable work practices.
- It is mandatory for employees to maintain six feet (6’) of physical separation (social distancing) at all times, including when interacting with the public, with the exception of certain public safety and medical encounters that require close personal interaction.

- In office settings, workstations are separated by at least six feet (6') to maintain social distancing requirements. Two stations are unable to be separated six feet (6') and in those settings employees are required to wear a face mask when more than one (1) employee occupies the office.
- No more than two (2) employees are permitted to travel together in a single vehicle.
- Common employee areas are closed to the extent feasible. Where common areas are not closed, employees have been trained to maintain six feet (6') of physical separation, and in each room a reminder sign is posted to aid compliance.
- All restrooms, common areas that remain in use, doorknobs/handles, tools, equipment, and other frequently touched surfaces are disinfected before, in the middle of, and at the end of each shift. All contact surfaces of vehicles used by more than one person are disinfected at the end of each person's use. All disinfectants are EPA-approved or otherwise comply with CDC disinfection guidance.
- Each employee is responsible for his/her own workspace. Common areas will be cleaned on a rotating schedule by all employees.
- To monitor employee health at the beginning of each shift, all employees are asked whether they have certain symptoms, and their temperature is checked. Employee monitoring procedures are performed by HR (Susanne Terrill). Employees have been trained to not report to work if they are ill or exhibit signs or symptoms of COVID-19.
- Signs at all entrances indicate that all employees must wear masks, that all entrants are strongly encouraged to do so, and that individuals with COVID-19 symptoms shall not enter the premises.
- When feasible, garage doors and/or windows are opened to encourage the flow of fresh air.
- Travel between worksites is minimized to the extent feasible.
- Adequate handwashing facilities and products are provided for all employees. Where soap and water are not available, hand sanitizer is provided.
- A safe process for receiving supplies and deliveries is in place and strictly adhered to.

E. Personal Protective Equipment

In general, most employees will not have a need for true personal protective equipment as they will not be using N-95 respirators. Should an employee desire to

voluntarily use an N-95 mask, we will provide them with a copy of OSHA 1910.134 Appendix D.

F. Training

All employees have completed the COVID-19 training program developed by VOSHA. In addition, supervisory staff regularly reinforce safety and health requirements and monitor adherence to the elements stated in this plan. Given the nature of the COVID-19 pandemic, we will respond to new safety and health information, implement new procedures or practices if or when they are required, and update this plan to incorporate new requirements or changes in work practices.

Documentation that confirms employees have completed the COVID-19 training is located:

Online: [Weathersfieldvt.org/covid-19localresourcecenter](https://weathersfieldvt.org/covid-19localresourcecenter)

Email: Weathersfield@weathersfield.org

Attachment B: AFD#2 Budget

Current Yr Pd: 10 - Budget Status Report

Account	Budget	FY 20 Actual as of 04/29/20	Projected 2020 Year End	FY 2021 Budget
25-6 REVENUES				
25-6-101-01.00 Water Fee Revenue	71,000	62,544	71,000	89,222
25-6-101-02.00 Hookup Fee Revenue	3,000	3,750	3,750	1,500
25-6-101-03.00 Grant Revenues	-	-		-
25-6-101-04.00 Interest Revenues	25	22	15	25
25-6-101-05.00 Rental Revenues	-	-		-
25-6-101-92.00 Transfer in Reserves	-	-	10,795	
25-6-101-99.00 Miscellaneous Revenue				-
Revenue Subtotal	\$74,025.00	\$66,315.42	\$85,560.00	\$90,747.00

25-7 EXPENSES				
25-7-101-10.00 Salaries and Wages	11,000	8,083	10,544	15,955
25-7-101-11.00 FICA	842	618	807	1,221
25-7-101-13.00 VMERS Retirement	-	-	-	-
25-7-101-14.00 Insurance Benefits	-	-	-	-
25-7-101-16.00 Workers' Compensation	510	-	-	1,276
25-7-101-17.00 Unemployment Insurance	-	-	-	-
25-7-101-20.00 Supplies	800	996		800
25-7-101-21.00 Postage	1,100	621	745	1,000
25-7-101-22.00 Office Expenses	400	250	300	400
25-7-101-23.00 Legal Notices	150	-	-	1,000
25-7-101-27.00 Training	250			1,200
25-7-101-30.00 Electricity	6,500	6,671	8,000	7,500
25-7-101-31.00 Gas	1,300	400	480	1,200
25-7-101-40.00 Town Admin Support	4,000	4,000	4,000	9,085
25-7-101-41.00 Highway Admin Support	200	328	328	-
25-7-101-43.00 Legal Fees	200	2,454	2,454	1,500
25-7-101-44.00 Outside Services	500	989	11,784	1,750
25-7-101-45.00 Financial Review	2,000	-	-	2,000
25-7-101-46.00 VLCT Dues & Other dues	1,305	1,117	1,305	1,305
25-7-101-48.00 Insurance	1,700	1,612	1,700	1,700
25-7-101-49.00 Bank Fees and Interest	50	-	-	50
25-7-101-60.00 Repairs and Maintenance	5,000	2,582	3,500	5,000
25-7-101-65.00 Testing	500	712	854	1,200
25-7-101-74.00 Recording Fees	100	-	-	-
25-7-101-75.00 State Operating Fees	800	391	469	800
25-7-101-80.00 Loan Expenditures				
25-7-101-91.00 Depreciation Expense		-		1,500
25-7-101-92.00 Transfer out Reserves	2,513	-	-	-
25-7-101-93.00 Mileage/Travel	-	36	36	1,000
25-7-101-98.00 Debt Service	31,805	31,805	31,805	31,805
25-7-101-99.00 Miscellaneous	500	119	200	500
Capital Reserve				
Expense Subtotal	74,025	63,785	79,311	90,747
Total Rev to Exp	-	2,531	6,249	0

- 6.) Consider a Vote to establish a written agreement between the Town's Reserve Funds and General Fund up to \$500,000.00

Steve Hier, Town Treasurer presented a letter to the Select Board along with a financial summary report from Darlene Kelly for the current year through 5-27-20.

TO: Weathersfield Select board

FR: Steven Hier, Treasurer

DA: May 20, 2020

RE: Line of Credit In an effort to further clarify my request lets divide what we normally do for cash flow borrowing separate and apart from what impact COVID-19 might have on it this year.

The bulk of our revenue comes from property taxes which are paid quarterly. Our expenses are paid out mostly on a monthly or weekly basis. There are times of the year where our revenue does not come in quickly enough to provide cash to pay our bills. At those times we borrow from our bank and then repay the bank when our cash flow improves. We usually do a Line of Credit which allows us to borrow the money only when we need it and pay it back as soon as our revenue catches up.

A "NORMAL" YEAR

So, in a normal year we run the highest risk of being short of cash in the weeks leading up to the tax collection dates. So mid-June to mid-August, mid-October to mid-November, mid-February to mid-March, and mid-April to mid-May are the likely times we would need to borrow cash which we would repay just after the tax collection date. Say we borrowed \$ 75,000 each time and paid it back (plus interest) three weeks after each borrowing. The bank considers that a \$ 300,000 line of credit (\$ 75,000 borrowed four times during the year). We only pay interest on this money when we actually draw down on the line of credit. In this example we would have paid 12 weeks of interest on what we borrowed, \$ 75,000.

If our upcoming 2020-2021 budget year will be a "normal" year I believe that a line of credit of \$ 200,000 would be sufficient.

I have done a cash flow projection for next year. Even without the complications of COVID-19 there would be periods during the year where our expenditures will exceed our revenues and we will have a negative cash flow. If we could project FY21 to be a normal year I would suggest that we look to do a \$ 200,000 Line of Credit.

The Town does have just over \$ 1,018,000 in its Reserve Funds. Some of you will remember that we borrowed \$ 190,000 from these funds last summer to help finance the Center Road paving project. We are repaying that money, with interest, over a five-year period. This practice was approved by our auditors. We pay the Reserve Funds interest that would match what we would otherwise pay our bank. That helps to grow those funds.

It seems to me that using our Reserve Funds for our cash flow borrowing makes perfect sense. We would be using only a small portion of the \$ 800,000 remaining in Reserve Fund cash and only for 3-4 weeks each quarter at most. We would pay the Reserve Funds interest at a rate similar to what our bank would charge. That money would help to grow our Reserve Funds instead of being paid to the bank.

I recommend that the Board authorize the Town Manager and the Town Treasurer to establish a written agreement between our Reserve Funds and our General Fund such that the Town may borrow up to \$ 200,000 from the Reserve Funds at an interest rate comparable to what we would pay to our bank to cover temporary cash flow needs.

We would only draw on the Reserve Funds when we need money to cover cash flow. The interest paid would be distributed among the individual reserve funds.

POSSIBLE IMPACT OF COVID-19

It seems pretty likely that we will not be able to send tax bills out on our regular schedule and that the August tax collection date will need to be pushed back into September. That will increase the amount of money we need to borrow temporarily to meet our cash flow needs for that delay of about a month.

How likely is it that this coming budget year will be a normal year? It certainly seems possible, if not likely, that there could be an increase in delinquent taxes. Individuals who have been out of work and businesses that have been closed may not be able to pay their taxes in full on time. Those taxes may go delinquent or even could be abated in some cases. Less money comes in each quarter in tax revenue. However, we still have bills to be paid, and we still are required to turn over to the school district the full amount of school taxes.

This borrowing is different in scope. Now we are not talking about a couple of weeks until tax revenue comes in. We need to borrow the money until the delinquent taxes are paid or any deficit due to an increase in abated taxes is made up. Here is where we need to be more careful about accessing our Reserve Funds cash. How much of that money do we want to tie up and for how long?

We won't likely know the extent of any issue we have until we start collecting taxes. At that point we will have to assess the nature of our issue and determine the best way forward. That will take a bit of time. We may need additional cash in the meantime especially in order to make the school tax transfer. Here is where the Reserve Funds can be used – only in the short term unless we decide otherwise at the time – to buy (excuse the pun) us time to decide the best way forward.

So, it would seem prudent to increase the limit on borrowing from the Reserve Funds above the \$ 200,000 suggested above. I would suggest \$ 500,000 as a limit instead. This would give us room to pay out an additional warrant or to make our school tax transfer despite a rise in unpaid taxes. Again, this would be only a temporary, short term solution that would give us time to address any longer-term solution needed.

I would change my recommendation made above such that the Board authorize the Town Manager and the Town Treasurer to establish a written agreement between our Reserve Funds and our General Fund such that the Town may borrow up to \$ 500,000

from the Reserve Funds at an interest rate comparable to what we would pay to our bank to cover temporary cash flow needs.

We would only draw on the Reserve Funds when we need money to cover cash flow. The interest paid would be distributed among the individual reserve funds.

Michael Todd made a motion to “establish a written agreement between our Reserve Funds and our General Fund such that the Town may borrow up to \$500,000.00 at an interest rate comparable to what we would pay to our bank to cover temporary cash flow needs for Fiscal Year 2020-2021.

John Arrison 2nd

Joey Jarvis asked if the Select Board should lock in a rate?

Steve Heir noted that the rate is 2%.

Vote - unanimous

- 7.) Consider a vote to request an extension to August 15th for filing the abstract Grand List this year.

The Select Board received a letter from the Weathersfield Board of Listers requesting to file for the extension that the State of Vermont has offered, which would allow them to file the Grand List no later than August 15th.

Paul Tillman made a motion to extend time for the Listers to file an extension to August 15, 2020 if needed to create the grand list.

Joey Jarvis – 2nd

Vote – Unanimous

- 8.) Discussion – Fire Truck Insurance

AVFD purchased a 1998 Spartan 75-point ladder truck. The anticipated delivery date is within the next 2 weeks. Previous ladder truck has been paid off.

The new ladder truck was added to the Town’s insurance policy, which now has 2 ladder trucks on the insurance. This increases the Town’s insurance by \$441. AVFD has agreed to pay for this increase.

John Arrison made a motion to extend the meeting until 9:30 pm

Paul Tillman – 2nd

Vote – unanimous

Discussion was had that this was not part of the contract that was extended for 6 months due to COVID between the Town and AVFD. AVFD purchasing a new truck had been previously discussed at the January 13, 2020 Select Board meeting, at which time it was

tabled for further discussion. David Fuller suggested having Town Counsel review the contract and send a letter to AVFD.

Brandon Gulnick, Town Manager noted that the \$441 was less than what it would cost to reach out to legal counsel regarding the matter as they will tell them what they already know.

- Purchasing Policy that AVFD signed has been violated.
- Truck was added to the Town's insurance without knowledge of the Select Board or Town Manager.

John Arrison suggested tabling this topic until the Town Manager could draft a letter to AVFD with what the Select Board knows regarding the purchasing policy and insurance.

John Arrison made a motion to table

Michael Todd – 2nd

Vote – unanimous

9.) Consider a vote to advertise the RFP for a Tandem Axle Dump Truck

Ray Stapleton and the Town Manager presented the RFP for a Tandem Axle Dump Truck

Michael Todd made motion to extend the meeting 15 minutes

Joey Jarvis 3rd

Vote-unanimous

After the Select Board reviewed the RFP, suggestions were made to change the following:

Under "General" on page 2 "N" expected rear drive axle(s) load change from 40,000 to 44,000 lbs.

Under "Dump Bed" on page 9 "A" add or equivalent
Page 9 "B" change from Plow and Sander to Plow, Plow Wing and Sander

Under "Services and Support" on page 10 "C" change "must" to preferred.

Michael Todd made a motion to approve the RFP Dump Truck with the noted changes on pages 2, 9 and 10.

Paul Tillman – 2nd

Vote – unanimous

10.) Consider a vote to advertise the RFP for a Motor Grader

Brandon Gulnick, Town Manager recommended the Select Board table the RFP for the Motor Grader due to a letter he received from Jeffrey Slade, Territory Manager for Milton regarding the specifications that were listed, until he and Ray had time to review and change the specifications.

Paul Tillman made a motion to follow the recommendation of the Town Manager and table the RFP for the Motor Grader until June 15, 2020 Select Board Meeting.

Michael Todd – 2nd

Vote – unanimous

- 11.) Appointments – Tabled
- a. Budget Committee
 - b. Connecticut River Joint Commission
 - c. CRJC Mt. Ascutney Subcommittee
 - d. Fence Viewer
 - e. Parks and Recreation Commission
 - f. Selectman Representative to the School Board
 - g. Southern Windsor County Transportation Advisory Committee

 - h. Southern Windsor/Windham Counties Solid Waste Management District
 - i. Tree Warden
 - j. Veteran’s Memorial Committee

12.) Approve Warrants

John Arrison made a motion to approve the warrants for June 1, 2020 as follows:

General Funds	Operating Expenses \$32,276.50 Payroll \$15,079.21
Highway Fund	Operating Expenses \$24,927.53 Payroll \$8,592.91
Solid Waste Management Fund	Operating Expenses \$7,979.88 Payroll \$1,470.58
Library	Operating Expenses \$0.00 Payroll \$1,799.54
Grants	Operating Expenses \$293.46
Special Revenue	Operating Expenses \$0.00
Reserves	\$0.00
Long Term Debt	\$0.00
Grand Totals	Operating Expenses \$65,183.9 Payroll \$26,942.24

Michael Todd 2nd

David Fuller asked about the charges on page 2 of 4 for Commercial Card Services. They all have the same check number listed. He requested information for the \$366.70 under Emergency Management.

Vote - Unanimous

13.) Any other business - none

14.) Adjourn

Paul Tillman made motion to adjourn the meeting

Michael Todd 2nd

No discussion

Vote – unanimous

Meeting was adjourned at 9:42 pm

Respectfully,
Chauncie Tillman
Alt. Recording Secretary

TOWN OF WEATHERSFIELD PLANNING COMMISSION

5259 US Route 5, Ascutney, VT 05030
(802) 674-2626

May 20, 2020

Public Utility Commission
112 State Street
Montpelier, VT 05620-2701

Re: Designation of proposed solar site as “Preferred Site” under Rule 5.100

Dear PUC Members:

The Green Lantern Group (“the Developer”) has proposed to locate a net-metered solar array, designated as “Weathersfield GLC Solar, LLC,” (“the Project”) at 1465 VT-106 Perkinsville, VT 05151 (SPAN# 70522410631; parcel #11-02-01.000), currently owned by Brian Walters. Toward that end, the Developer asked the Weathersfield Planning Commission on November 25, 2019 for a letter of support for the proposed site in accordance with Net Metering Rule 5.103, “Preferred Site,” (7), clause 2.

The proposed site of the Project lies within our jurisdiction, and we have discussed the site with the Developer, reviewed visual renderings, and walked the site. It is our understanding that primary agricultural soils at the site will not be removed, damaged, or taken out of production as a result of the Project. Based on our review, we voted at our May 11, 2020 meeting to support the Project location as a designated “Preferred Site” under Net Metering Rule 5.103, “Preferred Site,” (7), clause 2; conditioned on the adherence to the representations made in the attached Preferred Site Checklist, hereinafter incorporated by reference as a part of this letter.

Please note that the Weathersfield Planning Commission takes no position certifying or approving the Project’s compliance with any other applicable provisions of Vermont law. Our sole aim in this letter is to state our support for designating the Project location as a “Preferred Site” under Net Metering Rule 5.103, “Preferred Site,” (7), clause 2. Thank you for your attention to this matter.

Sincerely,

Paul Tillman, Planning Commission Chair



David Fuller, Selectboard Chair

Brian Walter, Landowner

cc: Ralph Meima, Green Lantern Group

April 24, 2019

Town of Weathersfield Planning Commission
PO Box 550
Ascutney, VT 05030

To the attention of the Commission:

The following is an itemized response to the Planning Commission's preferred-siting criteria (3/17/2020 version) on behalf of the proposed 500kW net-metered Weathersfield GLC Solar project, located on Brian Walter's land on Route 106 south of Perkinsville village center. Green Lantern submitted a request for a letter in support of preferred site designation for this site to the Weathersfield Planning Commission on November 25, 2019. Our request was discussed in several subsequent meetings. The Commission's decision to develop preferred-siting criteria emerged from these discussions.

Criteria

Is the project located less than one mile from a three-phase power line?

Yes. Three-phase power lines run along Route 106, abutting the Walters property.

Is the project consistent with the land use goals in the Town Plan?

Yes. Please refer to the attached Memorandum of April 17th from Jeremy Owens of TJ Boyle.

Will the project not result in undue adverse impacts on the important scenic resources identified in the town plan?

Yes. Please refer to the attached Memorandum of April 17th from Jeremy Owens of TJ Boyle.

Does the proposal reasonably mitigate negative aesthetic impacts along major travel corridors and important scenic viewsheds, and neighboring properties?

Yes. Please refer to the attached Memorandum of April 17th from Jeremy Owens of TJ Boyle.

Does the proposal avoid undue adverse impacts on resources listed on the National or State Registers of Historic Places or on resources listed in the Town Plan's Natural, Scenic, and Historic Resources Chapter?

Yes. Please refer to the attached Memorandum of April 17th from Jeremy Owens of TJ Boyle.

Will the project not result in fragmentation of important forest blocks, wildlife habitat (including those identified in the E. Thompson Study referenced in the Town Plan) and wildlife travel corridor areas?

No, it will not. Please see attached draft natural resources assessment from Arrowwood Environmental, dated April 21, including the RTE Plant Survey Waiver issued by Fish & Wildlife on September 19.

Does the project avoid Vermont Significant Wetlands and buffer areas and special flood hazard areas?

Yes. Please see attached draft natural resources assessment from Arrowwood Environmental, dated April 21, and especially the Wetland Classification Report issued by ANR's Wetland Office on September 27.

Does not negatively impact the safety and operation of the Hartness State Airport?

Based on our research, this should not be an issue. Out of an abundance of caution, we have submitted a Notice of Proposed Construction or Alteration (FAA Form 7460-1) for review by the Federal Aviation Administration. We are awaiting their determination.

Additional considerations

What is the distance between any existing solar project sites and the proposed site?

The closest existing array we have been able to identify is located at the junction of Routes 106 and 10, in North Springfield. It is approximately 10,000 feet from the proposed array

Has the landowner considered securing a decommissioning fund?

This would be explored at the owner's discretion during lease negotiations.

Is the proposed amount of tree clearing the minimum necessary for this project?

Tree clearing would be limited to removal of an overgrown, scrubby hedgerow along the southern edge of the array (see attached sketch map).

Thank you for your consideration. Please let me know whether additional information is needed.

Best regards,



Ralph Meima, Director of Development

Cell: 802 380-1029

Email: ralphm@greenlanternsolar.com

ATTACHMENTS

Sketch map of proposed array, dated April 15, 2020

Aesthetic Memorandum from Jeremy Owens of TJ Boyle, April 17, 2020

Weathersfield GLC Solar – Preliminary Aesthetic Review – Memo, January 27, 2020

Weathersfield GLC Solar – Preliminary Aesthetic Review – Memo, February 10, 2020, concerning a rubble wall along the southern edge of the secondary field

Draft Natural Resources Assessment, Arrowwood Environmental, April 21, 2020

RTE Plant Survey Waiver, ANR, 9/19/2019

#2019-626 Wetland Classification Report, Rebecca Chalmers, ANR, September 27, 2019

DRAFT PRELIMINARY
Natural Resources Assessment for:
500 kW Photovoltaic Electric Generation Facility
Weathersfield GLC Solar LLC
Weathersfield. Vermont

Prepared by:
Arrowwood Environmental, LLC

April 21, 2020



ARROWWOOD ENVIRONMENTAL
950 BERT WHITE ROAD
HUNTINGTON, VT 05462
(802) 434-7276 FAX: (802) 329-2253

**Natural Resources Assessment for
500 kW Photovoltaic Electric Generation Facility
Weathersfield GLC Solar LLC Project**

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**Natural Resources Assessment for
500 kW Photovoltaic Electric Generation Facility
Weathersfield GLC Solar LLC Project**

I. Summary Findings

Arrowwood Environmental, LLC (AE) conducted a natural resources assessment for the proposed Weathersfield GLC Solar LLC ("Project") on the easterly side of VT Route 106, in Weathersfield, Vermont. Site visits were conducted in May, September, and October 2019. The Project site is characterized as an open meadow in agricultural use. The Project will result in minimal tree clearing along an existing hedgerow. AE assessed natural resources criteria incorporated by the Public Utility Commission into the review of solar projects, including headwaters, streams, floodways, outstanding resource waters, shorelines, wetlands, rare and irreplaceable natural areas, necessary wildlife habitat, and rare, threatened, and endangered species.

There are no streams and outstanding resource waters, floodways, shorelines, rare and irreplaceable natural areas, or necessary wildlife habitat in the Project area.

The Project is located within a headwaters. Construction of the Project will be performed in accordance with the Vermont Standards & Specifications for Erosion and Prevention and Sediment Control, 2019. The proposed Project will not result in a reduction of the quality of ground or surface waters in the area.

Field review confirmed the presence of Class 2 wetlands directly adjacent to the Project area. Ms. Rebecca Chalmers from the Vermont Wetlands Office conducted site visits on September 20 and October 29, 2019 to review and approve wetland delineations in the Project area. The Project has been designed to avoid Class 2 wetlands and associated 50' wetland buffer zones, including the Project interconnection which will span the buffer of a Class 2 wetland with no resource impacts. The Project complies with the Vermont Wetland Rules and does not require a wetland permit application.

The proposed Project is located within known occupied summer habitat for federally listed Northern Long Eared Bat. Project clearing will result in 0.6 acres of tree cutting within linear

hedgerows between agricultural fields. Project clearing will result in less than 0.5% of clearing within a 1 square mile radius. The site plan was provided to Mr. Noel Dodge from the Vermont of Fish and Wildlife Department on April 16, 2020 for comment. The Applicant will work with the Department to implement any necessary conservation measures for the Project clearing.

In summary, AE concludes that the Project has been sited and designed to avoid undue adverse impacts to natural resources including headwaters, shorelines, streams, floodways, outstanding resource waters, wetlands, rare and irreplaceable natural areas, necessary wildlife habitats, and rare, threatened, and endangered species.

II. Introduction and Project Description

Arrowwood Environmental, LLC (AE) was retained by Weathersfield GLC Solar LLC to perform a natural resources assessment for a proposed 500 kW (AC) photovoltaic electric generation facility. The Project array site is characterized by agricultural open meadow.

The site will be accessed from VT Route 106 by an existing gravel drive, with a short new segment at the east end.



Project array site (5/9/19)

This report outlines AE's findings related to natural resources criteria incorporated by the Public Utility Commission into the review of solar projects, including headwaters, floodways, streams and outstanding resource waters, shorelines, wetlands, rare and irreplaceable natural areas, necessary wildlife habitat, and rare, threatened, and endangered species.

The natural resources assessment involved both a remote review of available digital databases as well as field visits at the Project site on May 9, September 5, and October 30, 2019.

III. Site Characterization

Ecologically the site is within the Southern Green Mountains biophysical region of the state (Thompson, Sorenson, and Zaino 2019). The Project is located at approximately 700 feet above mean sea level according to U.S. Geologic Survey ("USGS") topographic data and is relatively flat. The mapped bedrock that is underlying the site is tonalite gneiss and amphibolite from the Baileys Mills Formation (Ratcliffe et al. 2011). The soils are predominately mapped as Cabot loam soils (NRCS Soil Survey). The site is characterized as an agricultural field. The surrounding landscape is generally characterized by agricultural land, with forest to the north.

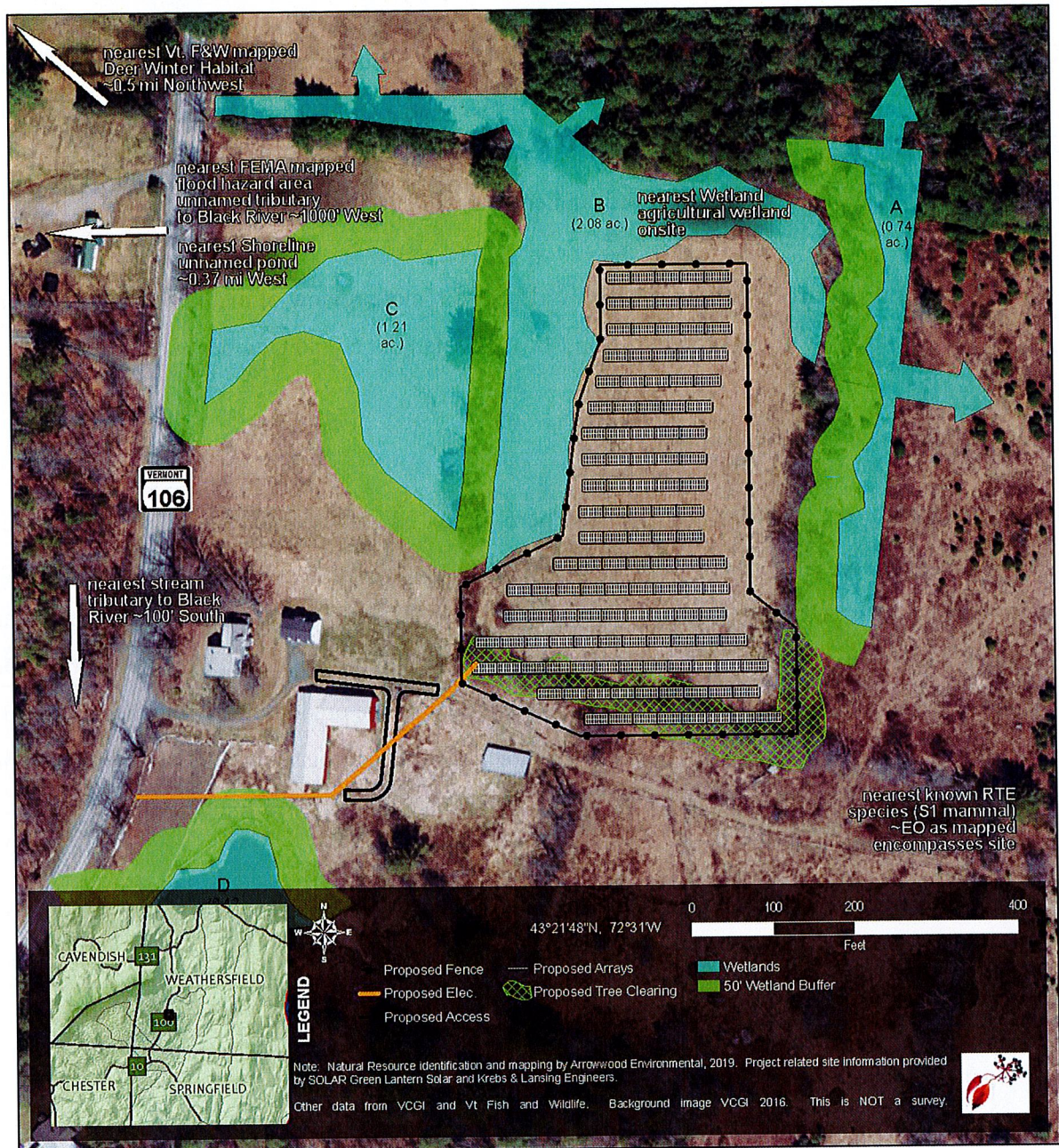


Figure 1. Project Site and Nearby Natural Resources.

IV. Criterion 1(A) Headwaters

The headwaters assessment involved both a remote review of the USGS topographic map and Vermont Hydrography Dataset (streams, rivers, and waterbodies) and field investigation in May 2019. The Project is located in a headwater as its watershed area is less than 20 square miles. The Project area is below 1,500 ft. in elevation and the site is not for public water supplies and does not provide significant recharge to aquifers (ANR Natural Resources Atlas). Construction of the

Project will be performed in accordance with the Vermont Standards & Specifications for Erosion and Prevention and Sediment Control, 2019. The proposed Project will not result in a reduction of the quality of ground or surface waters in the area. For these reasons, we conclude that the Project will have no adverse impact on headwater areas.

V. Criterion 1(D) Floodways

AE reviewed the FEMA DFIRM (Digital Flood Insurance Rate Map Database) for Windsor County, Vermont. The site of the proposed Project is not located within a 100-year flood hazard area (zone A). The proposed Project is not located within a floodway or a floodway fringe and will not restrict or divert the flow of floodwaters or significantly increase the peak discharge of a river or stream within or downstream from the area of development. The closest mapped floodway and mapped river corridor is for a tributary to the Black River, approximately 1000' to the west of the Project. The Project will have no impact on floodways or river corridors.

VI. Criteria 1(E) Streams and Section 248(b)(8) Outstanding Resource Waters

The stream assessment involved both a remote review of the USGS topographic map and Vermont Hydrography Dataset (streams, rivers, and waterbodies) and field investigation in May 2019.

There are no surface waters within the Project area. The closest stream is a tributary to the Black River approximately 100' to the south of the Project area. The Project will not result in any clearing of forest vegetation within the riparian buffer zone (measured 50' from the Class 2 wetland boundary). Accordingly, the Project will maintain the natural stream condition for the streams identified, and will not endanger the health, safety, or welfare of the public or adjoining landowners. For these reasons, we conclude that the Project will have no adverse impact on streams.

The Agency of Natural Resources has listed four waterways as Outstanding Resource Waters (ORW): Batten Kill River in towns of East Dorset and Arlington; Pike's Falls/Ball Mountain in the town of Jamaica; Poultney River in the towns of Poultney and Fair Haven; and Great Falls, Ompompanoosuc in the town of Thetford. There are no waters which intersect the Project or are

near the Project that have been designated as an ORW. Therefore, the Project will not result in any impact to ORWs.

VII. Criterion 1(F) Shorelines

AE reviewed USGS topographic maps, the Vermont Hydrography Dataset (streams, rivers, and waterbodies), and digital orthophotography. The site of the proposed Project is not located on a shoreline of a river, lake, pond or reservoir. The closest shoreline to the Project is that of the an unnamed pond ~0.37 miles to the west of the Project area. The Project will not result in any clearing of forest vegetation along the shores of the pond. The proposed Project will result in no adverse impact to shorelines.

VIII. Criterion 1(G) Wetlands

The wetland assessment involved both a remote review of available maps (including Vermont Significant Wetland Inventory Maps and the NRCS Soil Survey) and a field inventory component conducted on May 9 and September 5, 2019. The protocols put forth in the USACE's *Corp of Engineers Wetlands Delineation Manual* (2009 Regional Supplement for the Northcentral and Northeast Region) were employed for delineating wetlands as is the standard practice in Vermont.

Field review confirmed the presence of Class 2 wetlands directly adjacent to the Project area. Ms. Rebecca Chalmers from the Vermont Wetlands Office conducted a site visit on September 20 and October 29, 2019 to review and approve wetland delineations in the Project area. The Project has been designed to avoid Class II wetlands and associated 50' wetland buffer zones, including the Project interconnection which will span the buffer of a Class II wetland with no resource impacts.

The wetland area that wraps around the northern portion of the array area and extends down the west side of the Project is characterized as an agricultural field. This field will stay in agricultural production. For this reason, there is no regulated 50' buffer associated with this wetland within the Project area. Ms. Rebecca Chalmers confirms this jurisdictional determination within the #2019-629 Wetland Classification Report (dated 9/27/19 and included as an attachment).

The proposed Project has been designed to avoid impacts to Class 2 wetlands and associated 50' buffers. The proposed Project complies with the Vermont Wetland Rules and will not trigger a Vermont Wetlands Permit. For these reasons, we conclude that the proposed Project will have no adverse impact on wetland resources.

IX. Criterion 8 Rare and Irreplaceable Natural Areas

The Rare or Irreplaceable Natural Areas assessment involved both a remote review of available digital maps for the Project area and a field review. AE reviewed digital orthophotography, the NRCS Soil Survey, the 2011 Bedrock Geologic Map of Vermont and the Wildlife Natural Heritage Inventory (NHI) Rare, Threatened and Endangered Species digital database. The Project site is characterized as an open agricultural field. These areas do not constitute significant natural communities or a RINA. No Rare or Irreplaceable Natural Areas are present within the Project area. Since there are not Rare or Irreplaceable Natural Areas in the Project area, there will be no adverse impacts on any Rare or Irreplaceable Natural Areas.

X. Criterion 8(A) Necessary Wildlife Habitat and Rare, Threatened and Endangered Species

The wildlife habitat assessment involved both a remote review of available digital maps for the Project area and a field inventory component. A remote review of available digital databases was conducted to identify and map necessary wildlife habitat (including State of Vermont Deeryard data layer, Vermont Dept. of Fish, USGS Topographic map, "VT HYDRODEM" elevation data) within the Project area and within the vicinity of the Project area.

Site visits were conducted on September 5 and October 30, 2019 to assess wildlife, wildlife habitats, and rare, threatened, and endangered species.

A. Necessary Wildlife Habitats

1. White-tailed Deer Wintering Habitats

There are no mapped VT Fish and Wildlife Department white-tailed deer (*Odocoileus virginianus*) winter habitats in the Project area. The nearest State mapped deer winter areas are approximately

0.5 miles northwest of the Project site. Field investigation confirmed the absence of deer wintering habitat areas in the Project area.

2. Black Bear Habitat

The agricultural field comprising the Project site does not provide necessary habitat for the black bear (*Ursus americanus*) and no sign of black bear was found at the Project site.

3. Grassland Bird Habitat

The Project array area is situated within an approximately 5.5-acre open agricultural meadow does not provide significant grassland bird habitat.

B. Rare, Threatened and Endangered (RTE) Species

The RTE species review involved both a remote review of available digital maps for the Project area as well as a field survey. AE reviewed digital orthophotography, the NRCS Soil Survey, the 2011 Bedrock Geologic Map of Vermont and the Wildlife Natural Heritage Inventory (NHI) Rare, Threatened and Endangered Species digital database.

In reviewing the NHI digital database, there are no records or occurrences of RTE plant species at the site. The Project site is located at the northwestern extent of an area including known occurrences of Northern Long Eared Bat.

1. RTE Animal Species

The Northern Long Eared Bat (LEB) became a federally listed endangered species in May of 2015. The State of Vermont has determined that project clearing constituting greater than 1% of the total forested area within a 1 square mile radius of a project triggers review for habitat loss of this endangered species. The proposed Project is located within known occupied summer habitat for the species. Project clearing will result in 0.6 acres tree cutting within linear hedgerows between agricultural fields. Project clearing will result in less than 0.5% of clearing within a 1 square mile radius. The site plan was provided to Mr. Noel Dodge from the Vermont of Fish and Wildlife Department on April 16, 2020 for comment. The Applicant will work with the Department to implement any necessary conservation measures for the Project clearing.

The Project is not in an area that potentially provides summer roosting habitat for Indiana bat, there are no old or abandoned buildings potentially providing roosting habitat for little brown bat proposed for demolition, and there are no known bat hibernacula or maternity roosts within 1 mile of the Project site.

2. RTE Plant Species

There are no known records or occurrences of RTE plant species at the site. Per email communication with Mr. Bob Popp of the NHI on September 23, 2019 (email correspondence attached), an RTE plant survey is not required for the mowed hayfield portion of the site (email correspondence attached). AE will conduct an RTE plant survey of the proposed 0.6 acres clearing area during the 2020 field season.

XI. References

Argentine, Cindy Corlett. Vermont Act 250 Handbook. Putney Press. 2008.

Natural Resources Board. Vermont Wetland Rules. Effective 1/21/2020.

Natural Resources Conservation Service. Soil Survey Maps.

Ratliffe, N.M., Stanley, R.S., Gale, M.H., Thompson, P.J., and Walsh, G.J., 2011, Bedrock geologic map of the Vermont: U. S. Geological Survey Scientific Investigations Map 3184, scale 1:100,000.

Thompson, Elizabeth H., Eric R. Sorenson, and Robert J. Zaino. Wetland, Woodland, and Wildland: A Guide to the Natural Communities of Vermont. Second Edition. The Nature Conservancy of Vermont, Vermont Fish and Wildlife, and The Nature Conservancy 2019.

Vermont Center for Geographic Information (VCGI). EcologicHabitat_DEERWN GIS data layer. Provided by Vt. Dept. of Fish and Wildlife, release date April 1, 2011.

Vermont Fish and Wildlife Department. Regulatory Review Guidance for Protecting Northern Long-eared Bats and Their Habitats. February 2017.



MEMORANDUM

To: Ralph Meima

From: Jeremy B. Owens

Date: April 17, 2020

Re: Weathersfield GLC Solar – Town of Weathersfield Preferred Site Aesthetic Criteria

This memo responds to four of the Preferred Site Checklist (“Checklist”) items prepared by the Town of Weathersfield as they pertain to the Weathersfield GLC Solar Project (“Project”). The Town of Weathersfield Town Plan, adopted May 1, 2017 (“Town Plan”)¹ is referenced for the preparation of this review.

The 2nd through 5th Checklist items pertain to land use, scenic resources, aesthetic impacts and historic resources:

- ☐ Is the project consistent with the land use goals in the Town Plan?
- ☐ Will the project not result in undue adverse impacts on the important scenic resources identified in the Town Plan?
- ☐ Does the proposal reasonably mitigate negative aesthetic impacts along major travel corridors and important scenic viewsheds, and neighboring properties?
- ☐ Does the proposal avoid undue adverse impacts on resources listed on the National or State Registers of Historic Places or on resources listed in the Town Plan’s Natural, Scenic, and Historic Resources Chapter?

Below is a review of the Project as it relates to these four Checklist items.

Is the project consistent with the land use goals in the Town Plan?

The land use goals in the Town Plan (see Town Plan at page 21) are as follows:

2.5.1 The Town shall preserve its traditional historic New England development pattern of compact, high-density, mixed use villages separated by rural countryside.

2.5.2 The Town shall preserve its rural character.

2.5.3 The Town shall preserve the character of its villages and hamlets.

2.5.4 The rate of development shall be limited to that which will not overwhelm the town’s highway department, waste disposal facility, school, fire suppression services, or police department.

2.5.5 Promote increased opportunities for wellness, active living and healthy eating.

The Weathersfield Future Land Use Map depicts the Project site in the “Rural” category. This category is further described as “areas between the village centers that provide the Town its rural character, its

¹ https://www.weathersfieldvt.org/document_center/Land%20Use/WeathersfieldTownPlan.pdf

recreation areas, its working landscapes and forestlands,” and the desired uses for this category include “Primarily detached residential, agricultural, forest and home businesses” (Town Plan at page 17). Relevant to this topic is the fact that solar generation facilities have previously been found to be compatible with various types of uses throughout Vermont. For instance, the Public Utility Commission previously recognized that a 2.2 MW solar electric generation facility “...is compatible with nearby land uses, which includes residential, municipal, industrial, commercial, and agricultural uses.” Petition of Cross Pollination, Inc. PUC Docket No. 7645 at p. 5. Agricultural uses are typically considered characteristic of rural land uses.

Notably, there is no description or discussion in the Town Plan of whether solar generation facilities conform to any of the future land uses described in the Town Plan. The energy chapter includes recommendations for renewable energy development, which contains the following guidance:

7.8.2.1 Weathersfield strongly advocates the development and use of renewable energy resources so long as there is a balance between the costs of the renewable energy, the pollution its development or use may create, the aesthetics of its presence in the community, its impact upon the community’s natural resources, and its impact upon the environment of the community and surrounding region.

While the above guidance offers information on the types of concerns the Town may have, there is no description on what may constitute acceptable “balance” for a given renewable energy development, or how to address any perceived “imbalance.”

Based on the above considerations, the language in the Town Plan illustrates a concern for rural character, but does not offer specific guidance for the siting of solar generation facilities or how to alleviate aesthetic or land use concerns. Previous concerns about Project visibility by officials from the Town of Weathersfield have centered on views of the Project from nearby portions of Route 106 and adjacent private properties that may have visibility of the proposed array structures (private properties discussed below).

In response to concerns about this visibility, the Project will incorporate landscape mitigation plantings that will help screen the Project from the two residences to the west as well as travelers on Route 106, as well as preserve the rural character of the area. The Project is proposed in a secondary field that is not adjacent to Route 106 and that is already partially screened from view by existing intervening vegetation. Based on these mitigation efforts, the Project is designed to significantly reduce its already limited “aesthetic presence” in the community. As such, the Project is considered consistent with the land use goals in the Town Plan.

As a final note concerning impacts on rural character, discussions about the site in meetings of the Planning Commission have included the question of whether removal of the rubble wall along the southern edge of the secondary field qualifies as such an impact. The attached memo “Weathersfield GLS Solar – Preliminary Aesthetic Review – memo dated February 10, 2020” addresses this and finds that the existing rubble wall does not contribute to the rural character of the wider community

Will the project not result in undue adverse impacts on the important scenic resources identified in the Town Plan?

Locations identified in the Town Plan either as scenic resources or having scenic qualities include the Connecticut Scenic Byway (Route 5), Vermont Route 131, the Connecticut River, the Black River, the North Branch, Cascade Falls, Mill Brook, Roaring Branch, Bark Mill Brook, and Beaver Pond. Scenic views are also described, and include the following:

- Views of Mount Ascutney from Route 131 near the Joe Stoughton house, the Weathersfield Center Road north of the Town line, Gravelin Road, Route 5 in the Bow, and Thrasher Road
- View from the Weathersfield Center Road, looking west, near the Hunter residence
- View from Skyline Drive at the height of the land, looking east
- View of the Center Church and grove
- Views of the Black River and Black River Valley from Reservoir Road (including view of Hawks Mountain), Upper Falls Road Covered Bridge (upstream and downstream), Tropical Storm Irene pulloff on Route 106 (south of Downers), and Stoughton Pond Dam (including view of Stoughton Pond)
- Views of Little Ascutney Mountain from Route 106, Ascutney Basin Road, and the height of land on Route 131 looking west
- View of and from Cascade Falls, Weathersfield Trail, Mt. Ascutney State Park

See Town Plan – Natural, Scenic, And Historic Resources Chapter, pages 62-71.

The Project will not have an undue adverse impact to any of the above listed resources due to distance and intervening vegetation and terrain. The Historic and Scenic Resources Map adopted May 1, 2017 (attached to this memo with Project site depicted) does not depict scenic resources in the vicinity of the Project, nor does the online GIS mapping website provided by the Town.²

Does the proposal reasonably mitigate negative aesthetic impacts along major travel corridors and important scenic viewsheds, and neighboring properties?

The nearby portion of Route 106 will have some visibility of the proposed array structures. To minimize visibility of the Project, the array has been located in a secondary field that does not abut Route 106 and is separated from the road by an intervening vegetated hedgerow. Additionally, landscape mitigation has been proposed that strategically augments the existing hedgerow and helps to further reduce visibility from Route 106.

As discussed above, no “important scenic viewsheds” were identified that would have visibility of the Project.

A preliminary aesthetic review was prepared and provided to the Town of Weathersfield that summarizes potential aesthetic impact to surrounding areas (see Weathersfield GLS Solar – Preliminary Aesthetic Review – UPDATE memo, dated February 6, 2020). As described in this memo, there is the potential for Project visibility from two residences on the west side of Route 106 (west and northwest of the site), as well as potential visibility for travelers on the nearby segment of Route 106 that lies west and northwest of the Project. Residential homes to the south are not expected to have significant visibility of the Project, even during leaf-off conditions. Properties to the west and northwest will potentially have views of the Project, and this visibility would be similar to the view from Route 106. As such, the landscape mitigation proposed to screen views from Route 106 will also screen views from these private properties.

Does the proposal avoid undue adverse impacts on resources listed on the National or State Registers of Historic Places or on resources listed in the Town Plan’s Natural, Scenic, and Historic Resources Chapter?

As previously stated, the Historic and Scenic Resources Map adopted May 1, 2017 does not depict historic resources in the vicinity of the Project. A review of the Division for Historic Preservation’s Online Resource

² <https://www.axisgis.com/weathersfieldvt/>

Center³ resulted in the identification of several additional properties of potential historical significance located south of the Village of Perkinsville that may be eligible for the State and/or National Registers:

- Sears/Smith Farmhouse – This Victorian farmhouse built c. 1875 is located on the Project parcel.
- Atwood/Titcomb House – This Inland Cape Cod house was built c. 1810 and has since been extensively restored. It is located on Route 106, approximately 0.15 miles northwest of the Project site.
- Prentis/Thorburn House – The Federal-House style Inn at Weathersfield built c. 1795-1983 is located off Route 106, approximately 0.2 miles southwest of the Project site.
- Stoughton's Covered Bridge – The Stoughton Covered Bridge built c. 1880 and relocated in 1959. The bridge is now located on the east side off Route 106, approximately 0.2 miles north of the Project site.

The Sears/Smith Farmhouse is on the same parcel as the proposed Project, and is located approximately 275' west of the nearest array structure. The apparent addition of a gable on the east side of the attached wing of the house may affect the building's eligibility for listing on either of the Registers. The barns on the property (c. 1970) also may be eligible. While any effect that the Project may cause is likely to be "indirect," the eligibility of the structures onsite and whether additional screening is warranted will be determined in coordination with the Vermont Division for Historic Preservation after the petition for a CPG is filed with the Public Utility Commission.

The Atwood/Titcomb House may have limited visibility through an understory break in the vegetation at the northwest corner of the Project field. Landscaping has been proposed in this location, which will help screen the Project both from the house and a short stretch of Route 106 to the northwest.

The other two locations, the Prentis/Thorburn House (Inn at Weathersfield) and Stoughton's Covered Bridge, are not expected to have visibility of the Project due to intervening terrain and vegetation. Further north, the Village of Perkinsville has not been listed on the State Register, though there are approximately 45 historic state registered sites and structures within the Village. The Village of Perkinsville is also screened from view of the Project by intervening terrain and vegetation.

A review of other resources in the Natural, Scenic, and Historic Resources Chapter (see Town Plan at pages 72-78) did not reveal any specific resources that would be affected by the Project. Section 5.4.1 discusses the "Rural Countryside/Working Landscape" and includes the following description:

Weathersfield is fortunate in the natural beauty of its varied scenery. The traditional working landscape, the result of Vermont's agricultural heritage, can be seen in open pastures surrounded by woodlands, the undeveloped hillsides and ridgelines, and the picturesque roads lined by mature trees and old stone walls. These attributes give the town its distinctive rural character and reflect the values of a community closely associated with its land. Weathersfield's wildlife habitat, outdoor recreational resources, and much of its scenic beauty depend on the intermixing of forests with field and pasture land, and the generosity of landowners who protect and allow public access to this property.

This description is somewhat general and doesn't obviously include the Project site because it's not an open pasture, is not an undeveloped hillside or ridgeline, and is not immediately adjacent to a roadway. Nonetheless, the Project is sited in a secondary field rather than along Route 106, and includes landscape screening to augment an existing vegetated buffer and help mitigate any encroachment on a perceived "rural countryside" or "working landscape."

³ <https://orc.vermont.gov/Resource/Show-Resource-Table.aspx>

Based on the above considerations, the Project would not cause undue adverse impacts on resources listed on the National or State Registers of Historic Places or on resources listed in the Town Plan's Natural, Scenic, and Historic Resources Chapter.



MEMORANDUM

To: Ralph Meima
From: Jeremy B. Owens
Date: February 10, 2020
Re: Weathersfield GLS Solar – Existing Stone Wall

Based on potential concern regarding a stone rubble wall at the Weathersfield GLS Solar site, T.J. Boyle Associates has visited the site as well as reviewed the language in the 2017 Weathersfield Town Plan regarding stone walls and scenery.

Photos A and B (below) depict the existing stone wall at the south end of the Project site, which has the appearance of a stone rubble pile rather than a wall. The rubble generally consists of medium to large boulders, with large mature vegetation growing in and amongst the rubble area. The boulders do not appear to have been originally constructed as a wall, and instead appear as a linear pile of stones that were pushed or dropped into place over a long period of time to clear the soil for easier farming of the land.

The 2017 Weathersfield Town Plan defines “stone walls that line the edge of road rights-of-way” as being part of the rural character (Town Plan, p. 22). Other references to stone walls (p. 38, p. 75) also mention stone walls in the context of road rights-of-way. The Town Plan does not mention stone walls in other contexts, such as walls located on private property that are not adjacent to roadways. A review of online Town Maps did not reveal any existing or ancient roadways in the area immediately south of the Project site.

Based on the condition of the rubble wall, its location on the interior of the parcel away from public roadways, and general lack of visibility of the rubble wall from the surrounding area, the existing rubble wall does not contribute to the rural character of the wider community. Excerpts of the Town Plan that discuss stone walls are attached to this memo.



Photo A – View from the Project site looking southeast

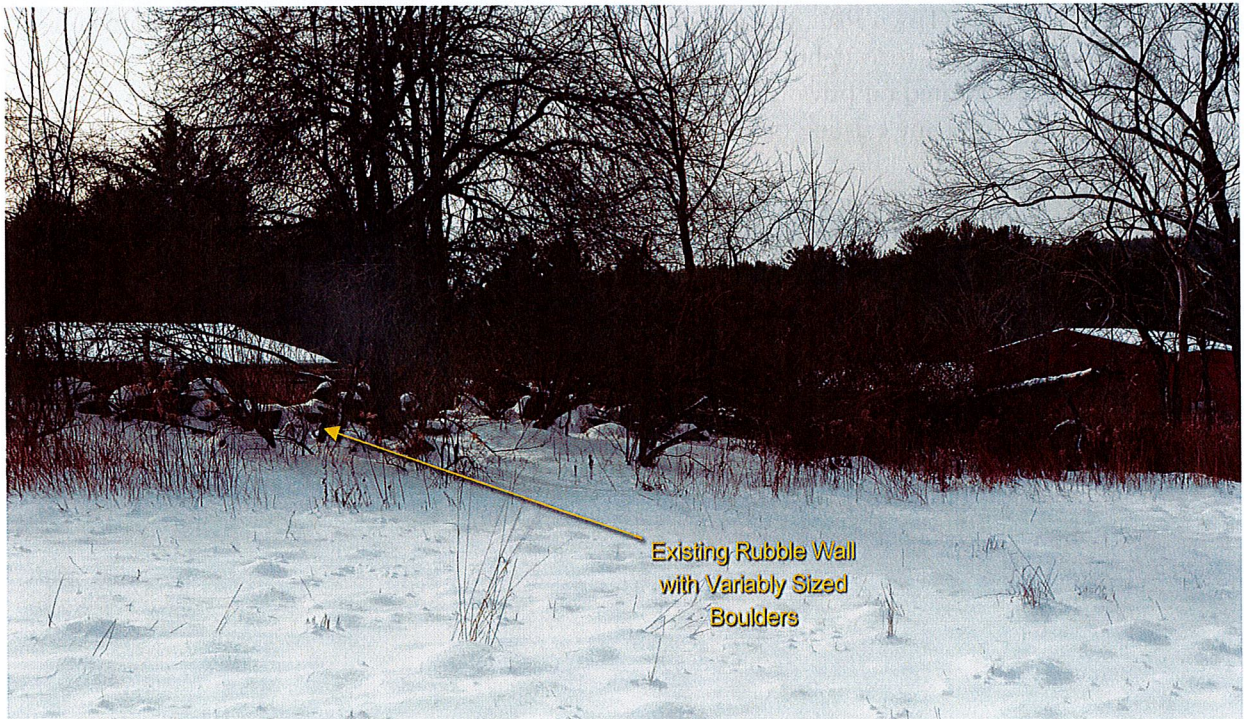


Photo B – View from the Project site looking southwest



Photo 3 – View from Route 106 west of the Project, looking southeast



Photo 4 – View from Route 106 west of the Project, looking northeast

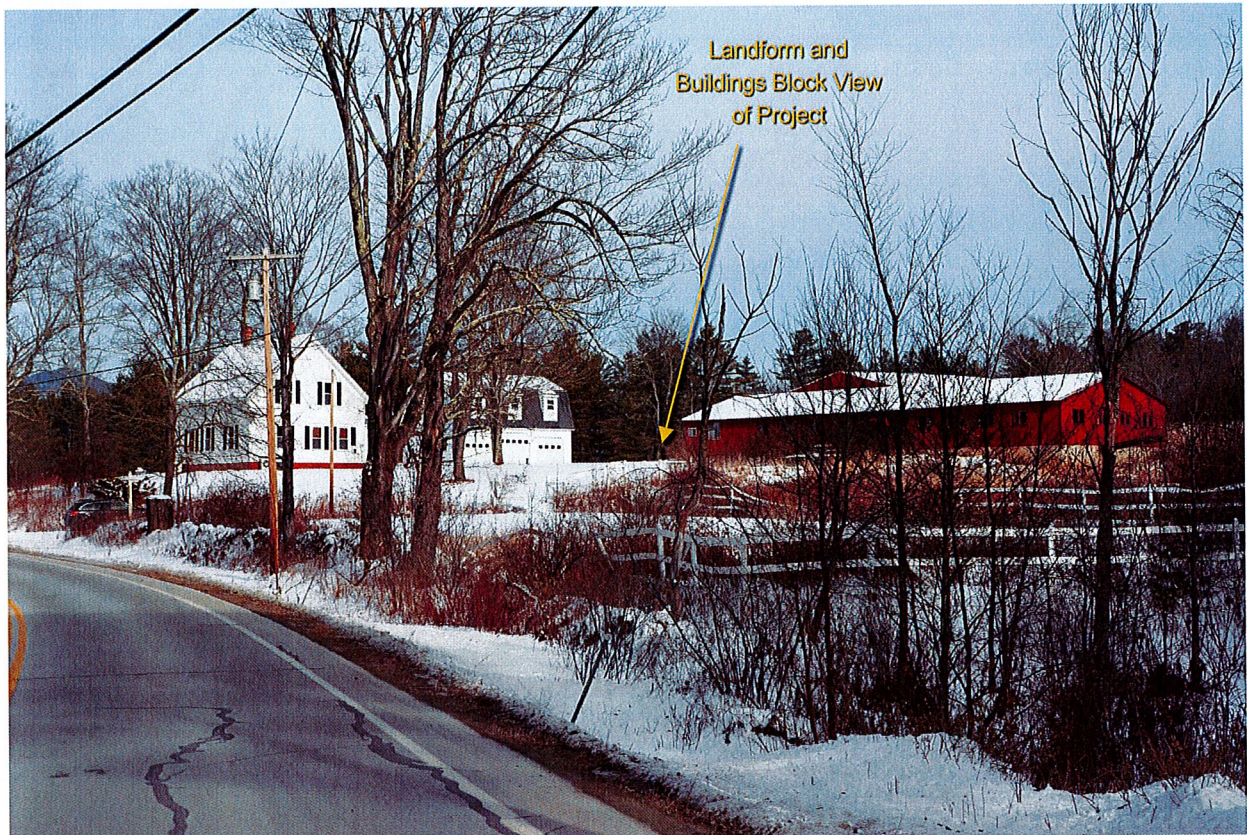


Photo 5 – View from Route 106 southwest of the Project, looking northeast

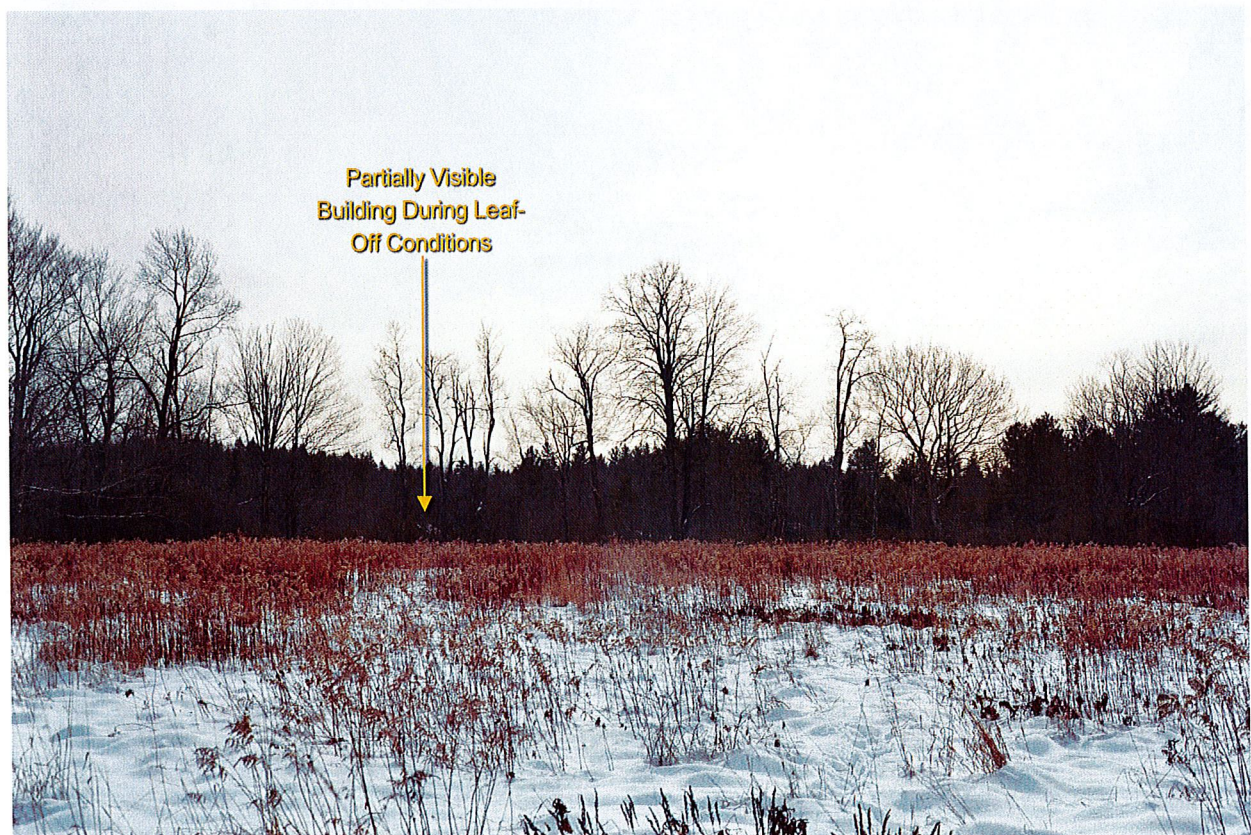


Photo 6 – View from Project site looking southeast



Photo 7 – View from Project site looking south



Photo 8 – View from Project site looking southwest



Photo 9 – View from Project site looking west by southwest

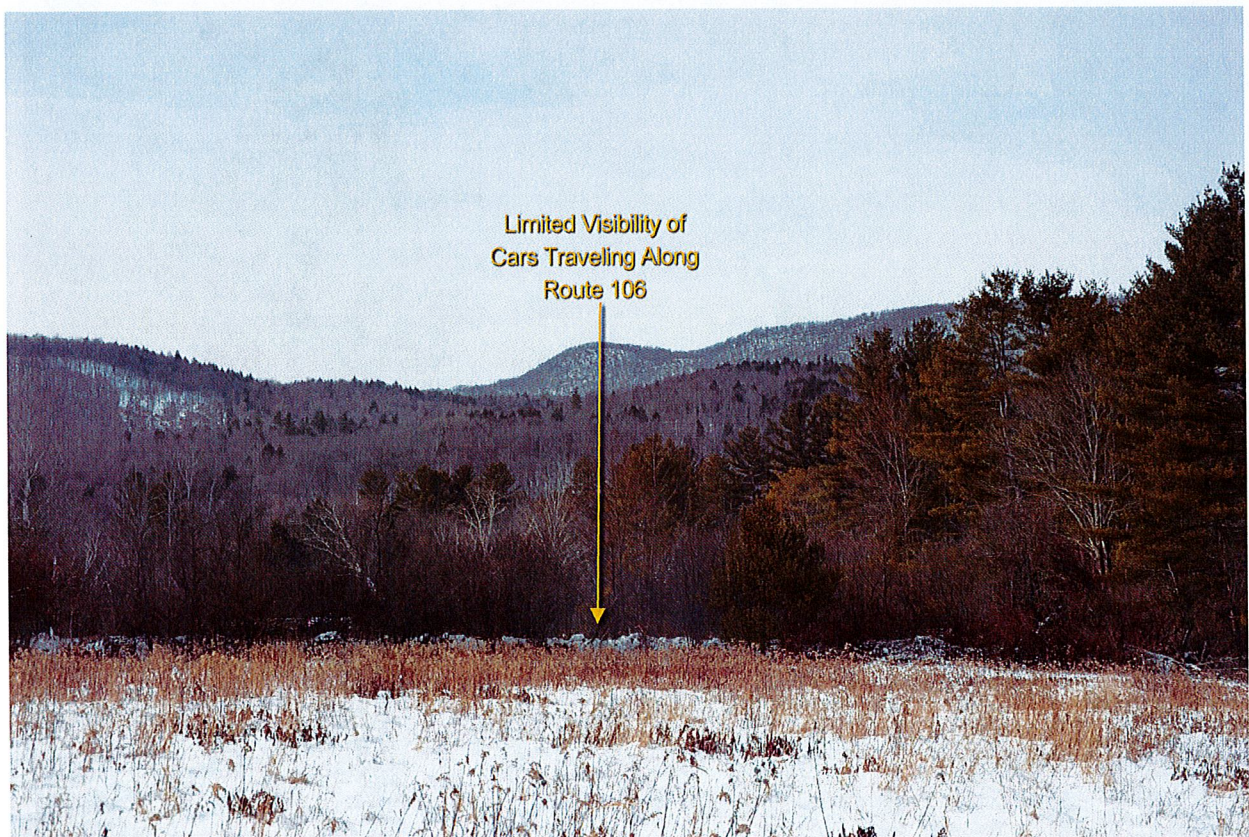


Photo 10 – View from Project site looking west

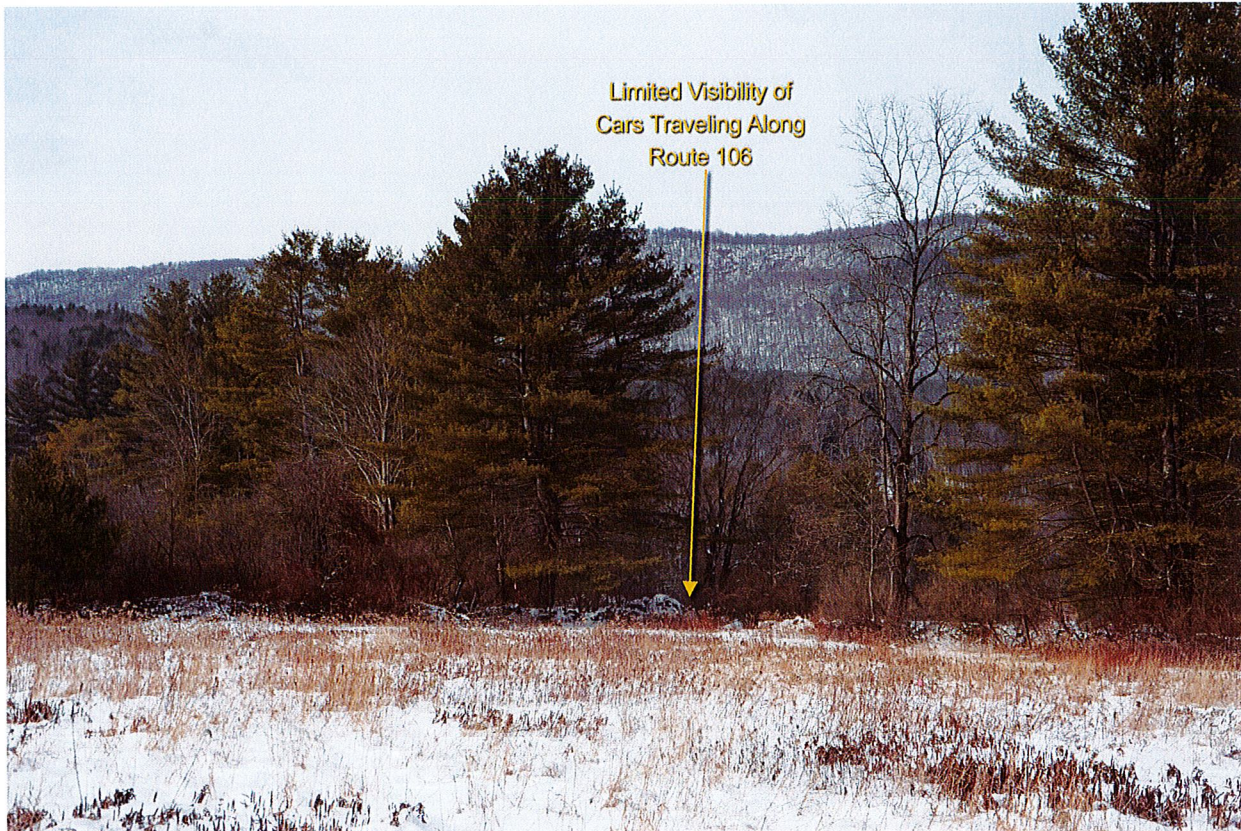


Photo 11 – View from Project site looking northeast

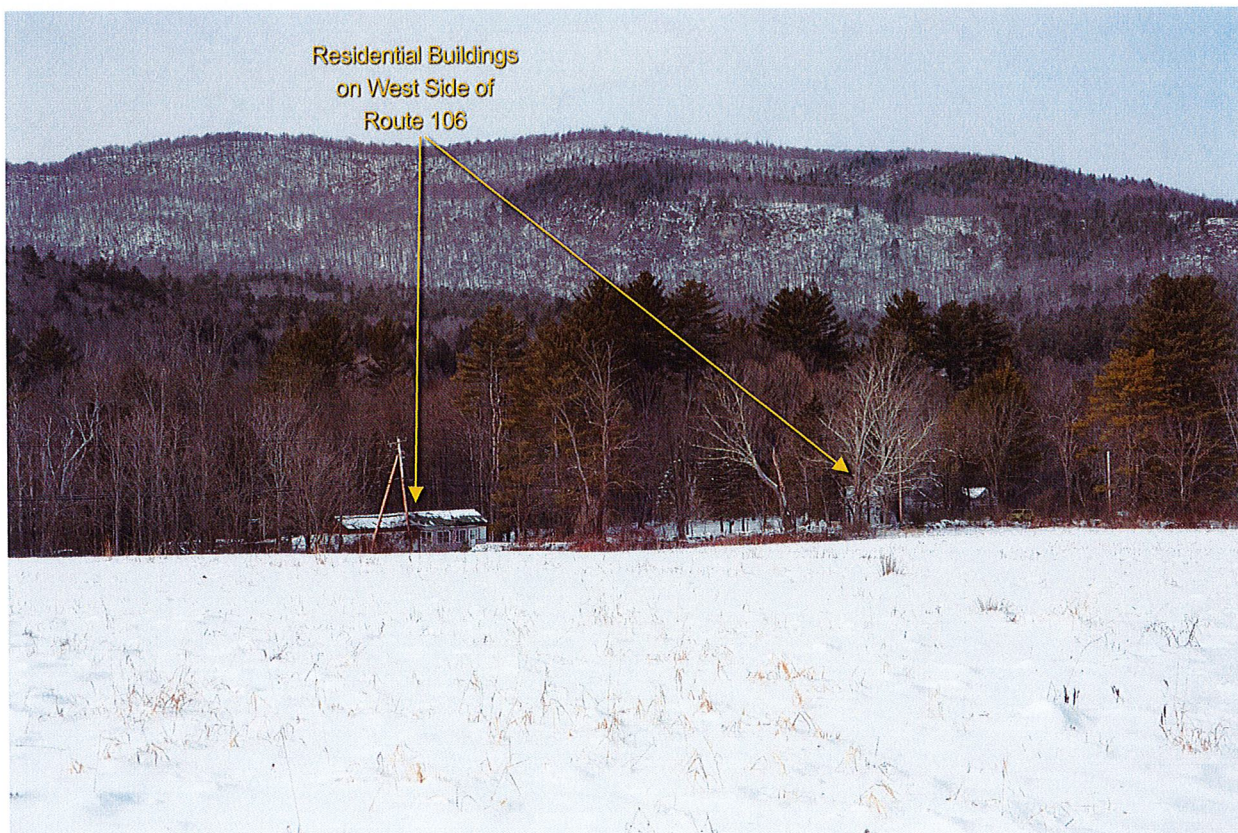


Photo 12 – View from southwest corner of the Project, looking northeast

Resolution: All cities, towns and villages in Vermont are essential, and Vermont local officials support fair and direct federal emergency aid to reopen and rebuild local American economies.

Whereas America's cities, towns and villages face unprecedented threats due to the ongoing COVID-19 pandemic emergency;

Whereas municipalities are essential to America's economic recovery and without funding support for local governments, municipalities may go from being a critical part of the economic solution, to becoming a major obstacle to long-term stabilization and recovery;

Whereas America's cities, towns and villages will experience budgetary shortfalls of up \$134 billion in fiscal year 2020 alone, and the negative effects of the pandemic emergency on communities will continue long after this year;

Whereas three million critical municipal worker jobs are at risk, threatening cuts to basic community services, including 9-1-1 response, sanitation, economy recovery and maintenance;

Whereas communities have taken extraordinary measures to protect health, safety, and the continuation of essential services throughout the emergency;

Whereas Vermont's municipal leaders are united in helping their communities make a strong comeback after experiencing furloughs among municipal staff, loss of direct municipal revenue and tremendous demand from residents and Main Street and other local businesses for assistance; and

Whereas America's rural communities and small towns, especially here in Vermont, are struggling just as much as big cities and risk being left far behind; now, therefore, be it

Resolved, that

1. Vermont local officials call on Congress to allocate fair and direct federal support to all of America's communities, regardless of population size;
2. this funding be flexible and address not only the additional expenses incurred by communities to respond to the pandemic emergency, but also the dramatic budgetary shortfalls resulting from pauses in commerce, tourism, and other economic engines;
3. local governments will ensure federal funds are immediately used to rebuild and reopen the economy;
4. funding will keep workers employed and critical services operating; and
5. Vermont local officials have been part of the emergency response and now call on Congress to build a united national partnership for a safe, healthy, prosperous life.

Submitted by the Town of Weathersfield

By its duly elected officials and adopted on: June 15, 2020

David Fuller, Chair

Good afternoon Municipal Officials,

We are starting to get quite a few inquiries regarding the statewide education tax rate setting. Please know that as soon as there is anything definitive, we will be sending out updates. For now, we are following the Legislature closely, as their actions will dictate the establishment of the tax rates. The Legislature still plans to establish the Yield, which creates the basis for education property tax rates statewide, and they are circulating that draft this week. There is also a default yield set in statute if the Legislature fails to publish a yield by July 1. Keep in mind that once the yields are set, the Tax Department and AOE will have additional calculations to make before publishing actual tax rates by town.

We anticipate tax rates to be published by August 1 (subject to change). Towns that typically print bills in early or mid-July should consider adjusting your timeframe considering this anticipated delay in tax rate setting, combined with the impacts of the July 15 Homestead Declaration deadline. Recent Legislative action allows towns to adjust their billing due dates without holding a town meeting.

Towns will still be expected to make their September education payment, and legislation expected to pass will allow towns to borrow in order to make that payment, with the State paying the interest. That's in H.951, which passed both the House and the Senate.

Here is the original bill about due dates, which has passed and is now Act 102:

<https://legislature.vermont.gov/Documents/2020/Docs/ACTS/ACT102/ACT102%20As%20Enacted.pdf>

We suggest staying tuned to updates from us, the Vermont League of Cities and Towns, and your legislators to see when there are more definitive answers. We hope this is helpful, and thank you for all you do.

Jill Remick | Director

Property Valuation and Review Division | Vermont Department of Taxes

(802) 828-6639 | 133 State Street | Montpelier, VT 05633-1401 | tax.vermont.gov

Brandon,

On January 6, 2020 the Weathersfield Selectboard voted unanimously "to deny the request to make Martin Luther King, Jr. Day a holiday." I ask that the Town reconsider this decision at the Selectboard's next meeting on June 15.

The Martin Luther King, Jr. holiday is a Federal Holiday that was established by law in 1983 to honor the birth of our nation's greatest leader for racial equality, civil rights, and nonviolent social change. Here's a bit from Wikipedia on why we celebrate:

"King was the chief spokesperson for nonviolent activism in the Civil Rights Movement, which successfully protested racial discrimination in federal and state law. The campaign for a federal holiday in King's honor began soon after his assassination in 1968. President Ronald Reagan signed the holiday into law in 1983, and it was first observed three years later. At first, some states resisted observing the holiday as such, giving it alternative names, or combining it with other holidays. It was officially observed in all 50 states for the first time in 2000."

The word "holiday" comes from "holy day;" meaning, a holiday is not a day like any other, but one that is set aside for a holy, sacred reason. The birthday of our country's greatest civil right leader is just as holy as Memorial Day, Veteran's Day, or President's Day. It is a sacred day for our whole country.

Weathersfield is not only part of the United States; it is my favorite part of the United States. I feel that it is vitally important that our community must share in the observance of Martin Luther King, Jr. Day.

Thank you for considering this request and asking the Selectboard to include it in the June 15 meeting.

Sean Whalen
Weathersfield, VT

TOWN OF WEATHERSFIELD, VERMONT
CONFLICT OF INTEREST & ETHICAL CONDUCT POLICY

Article 1. Authority. Under the authority granted in 24 V.S.A. § 2291(20), the Town of Weathersfield hereby adopts the following policy concerning conflicts of interest and ethical conduct.

Article 2. Purpose. The purpose of this policy is to ensure that the business of this municipality will be conducted in such a way that no public officer of the municipality will gain a personal or financial advantage from his or her work for the municipality and so that the public trust in its officers will be preserved. It is also the intent of this policy to ensure that all decisions made by public officers are based on the best interests of the municipality.

Article 3. Application. This policy applies to all individuals elected or statutorily-appointed to perform executive, administrative, legislative, or quasi-judicial functions of the Town of Weathersfield.

Article 4. Definitions. For the purposes of this policy, the following definitions shall apply:

A. **Conflict of interest** means any of the following:

1. A real or seeming incompatibility between a public officer's private interests and his or her public or fiduciary interests to the municipality he or she serves. A conflict of interest arises when there is a direct or indirect personal or financial interest of a public officer or a person or group closely tied with the officer including his or her spouse, household member, child, stepchild, parent, grandparent, grandchild, sibling, aunt or uncle, brother- or sister-in-law, business associate, or employer or employee in the outcome of an official act or action, or any other matter pending before the officer or before the public body in which the public officer holds office. A conflict of interest may take any of the four following forms:
 - a. A direct financial conflict of interest arises when a public officer acts on a matter that has a direct financial impact on that officer.
 - b. An indirect financial conflict of interest arises when a public officer acts on a matter that has a financial impact on a person or group closely tied to the officer.
 - c. A direct personal conflict of interest arises when a public officer acts on a matter that has a direct impact on the officer in a non-financial way but is of significant importance to the officer.

TOWN OF WEATHERSFIELD, VERMONT
CONFLICT OF INTEREST & ETHICAL CONDUCT POLICY

- d. An indirect personal conflict of interest arises when a public officer acts on a matter in which the officer's judgment may be affected because of a familial or personal relationship or membership in some organization and a desire to help that person or organization further its own interests.
- 2. A situation where a public officer has publicly displayed a prejudgment of the merits of a particular quasi-judicial proceeding. This shall not apply to a member's particular political views or general opinion on a given issue.
- 3. A situation where a public officer has not disclosed ex parte communication(s) related to a quasi-judicial proceeding that is before the body to which that officer belongs.

A "conflict of interest" does not arise in the case of an official act or action in which the public officer has a personal or financial interest in the outcome, such as in the establishment of a tax rate, that is no greater than that of other persons generally affected by the decision.

B. Emergency means an imminent threat or peril to the public health, safety, or welfare.

C. Ex Parte Communication means direct or indirect communication between a member of a public body and any party, party's representative, party's counsel or any person interested in the outcome of a quasi-judicial proceeding, that occurs outside the proceeding and concerns the substance or merits of the proceeding.

D. Official act or action means any legislative, administrative or quasi-judicial act performed by any public officer while acting on behalf of the municipality. This term does not apply to ministerial acts or actions wherein no discretionary judgment is exercised.

E. Public body means any board, council, commission, or committee of the municipality.

F. Public interest means an interest of the municipality, conferred generally upon all residents of the municipality.

TOWN OF WEATHERSFIELD, VERMONT
CONFLICT OF INTEREST & ETHICAL CONDUCT POLICY

G. **Public officer** means a person elected or statutorily-appointed to perform executive, administrative, legislative, or quasi-judicial functions for the municipality. This term does not include municipal employees.

H. **Quasi-judicial proceeding** means a case in which the legal rights of one or more persons who are granted party status are adjudicated, which is conducted in such a way that all parties have opportunities to present evidence and to cross-examine witnesses presented by other parties, and which results in a written decision, the result of which is appealable by a party to a higher authority.

Article 5. Prohibited Conduct.

A. A public officer shall not participate in any official act or action if he or she has a conflict of interest, whether real or perceived, in the matter under consideration.

B. A public officer shall not personally – or through any member of his or her household, business associate, employer or employee – represent, appear for, or negotiate in a private capacity on behalf of any person or organization that has an interest in an official act or action pending before the public body in which the public officer holds office.

C. A public officer shall not accept gifts or other offerings for personal gain by virtue of his or her public office that are not available to the public in general.

D. A public officer will not request or accept any reward, gift, or favor for taking an official act or action or advocating for or against an official act or action.

E. A public officer shall not use resources unavailable to the general public – including but not limited to municipal staff time, equipment, supplies, or facilities – for private gain or personal purposes.

F. A public officer who is a member of a public body shall not give the impression that he or she has the authority to make decisions or take actions on behalf of that body.

Article 6. Disclosure. A public officer who, while serving on a public body, may have a conflict of interest, whether real or perceived, in a matter under

TOWN OF WEATHERSFIELD, VERMONT
CONFLICT OF INTEREST & ETHICAL CONDUCT POLICY

consideration by that public body shall, prior to taking an official act or action or participating in any official act or action on the matter, publicly disclose at a public meeting or public hearing that he or she has an actual or perceived conflict of interest in the matter under consideration and disclose the nature of the actual or perceived conflict of interest. Alternatively, a public officer may request that another public officer recuse him or herself from a matter due to a conflict of interest, whether real or perceived.¹

Article 7. Consideration of Recusal. Once there has been a disclosure of an actual or perceived conflict of interest, other public officers shall be afforded an opportunity to ask questions or make comments about the situation. If a previously unknown conflict is discovered during a meeting or hearing conducted by a public body of the municipality, the public body shall take evidence pertaining to the conflict and, if appropriate, adjourn to an executive session to address the conflict.

Article 8. Recusal.

A. Recusal of Appointed and Elected Officers. After taking the actions listed in Articles 6 and 7, a public officer, whether appointed or elected, shall declare whether he or she will recuse him or herself and explain the basis for that decision. If the public officer has an actual or perceived conflict of interest but believes that he or she is able to act fairly, objectively, and in the public interest, in spite of the conflict, he or she shall state why he or she believes that he or she is able to act in the matter fairly, objectively, and in the public interest.² Otherwise, the public officer shall recuse him or herself from the matter under consideration. A public officer that recuses him or herself may, but not must, explain the basis for that decision.

B. Recusal of Appointed Officers. The failure of an appointed public officer to recuse himself or herself in spite of a conflict of interest, whether real or perceived, may be grounds for discipline or removal from office.³

Article 9. Recording. The minutes of the meeting or the written decision / minutes

¹ Such request shall not be considered an order for the officer to recuse him or herself.

² Each member of an elected public body is independently elected and answers only to the voters. Therefore, unless there is a local ordinance or charter provision that states otherwise, the remaining members of the body may not force recusal. They may only express their opinion about the subject and/or privately or publicly admonish a fellow member who fails to handle conflicts appropriately.

³ Certain appointed public officers such as a Zoning Administrator and members of the Zoning Board of Adjustment or Development Review Board may only be removed for cause and after being afforded with procedural due process protections including notice and a reasonable opportunity to be heard.

TOWN OF WEATHERSFIELD, VERMONT
CONFLICT OF INTEREST & ETHICAL CONDUCT POLICY

from the meeting / hearing shall document the actions taken in Articles 6 through 8.

Article 10. Post-Recusal Procedure.

- A. A public officer who has recused himself or herself from participating in an official act or action by a public body shall not sit with the public body, deliberate with the public body, or participate in the discussions about that official act or action in any manner in his or her capacity as a public officer, though such member may still participate as a member of the public or private party, if applicable.
- B. The public body may adjourn the proceedings to a time, date, and place certain if, after a recusal, it may not be possible to take action through the concurrence of a majority of the total membership of the public body. The public body may then resume the proceeding with sufficient members present.

Article 11. Enforcement.

- A. **Enforcement Against Elected Officers; Consequences for Failure to Follow the Conflict of Interest Procedures.** In cases in which an elected public officer has engaged in any of the prohibited conduct listed in Article 5, or has not followed the conflict of interest procedures in Articles 6 through 10, the Selectboard may, in its discretion, take any of the following disciplinary actions against such elected officer as it deems appropriate:
 - 1. The chair of the Selectboard may meet informally with the public officer to discuss the possible conflict of interest violation. This shall not take place in situations where the chair and the public officer together constitute a quorum of a public body.
 - 2. The Selectboard may meet to discuss the conduct of the public officer. Executive session may be used for such discussion in accordance with 1 V.S.A. § 313(a)(4). The public officer may request that this meeting occur in public. If appropriate, the Selectboard may admonish the offending public officer in private.
 - 3. The Selectboard may admonish the offending public officer at an open meeting and reflect this action in the minutes of the meeting. The public officer shall be given the opportunity to respond to the admonishment.
 - 4. Upon majority vote in an open meeting, the Selectboard may request (but

TOWN OF WEATHERSFIELD, VERMONT
CONFLICT OF INTEREST & ETHICAL CONDUCT POLICY

not order) that the offending public officer resign from his or her office.

B. Enforcement Against Appointed Officers. The Selectboard may choose to follow any of the steps articulated in Article 11A. In addition to or in lieu of any of those steps, the Selectboard] may choose to remove an appointed officer from office, subject to state law.

Article 12. Exception. The recusal provisions of Article 8 shall not apply if the Selectboard determines that an emergency exists or that actions of a quasi-judicial public body otherwise could not take place. In such a case, a public officer who has reason to believe he or she has a conflict of interest shall only be required to disclose such conflict as provided in Article 6.

The foregoing Policy is hereby adopted by the Selectboard of the Town of Weathersfield, Vermont, this ____ day of _____ and is effective as of this date until amended or repealed.

Selectboard Members:

(Chairperson)

(Vice Chair)

(Board Clerk)

(Selectperson)

(Selectperson)

TOWN OF WEATHERSFIELD, VERMONT

FRAUD PREVENTION POLICY

PURPOSE. The purpose of this policy is to provide a mechanism for employees and officers to bring to the attention of the Town Manager or Selectboard Chair any complaints regarding the integrity of the Town's internal financial controls or the accuracy or completeness of financial or other information used in or related to the Town's financial statements and reports. Town employees and officers shall not be discharged, demoted, suspended, threatened, harassed, or discriminated against in any manner for raising reasonable questions concerning the fair presentation of town financial statements in accordance with this policy.

REPORTS OF IRREGULARITY. Any employee who has a complaint regarding the integrity of the Town's internal financial controls or the accuracy or completeness of financial or other information used in or related to the Town's financial statements and reports, or who observes any questionable accounting practices, should report such complaint to the Town Manager or the Selectboard Chair.

The report should include a description of the matter or irregularity, the period of time during which the employee observed the matter or irregularity, and any steps that the employee has taken to investigate the matter or irregularity, including reporting it to a supervisor and the supervisor's reaction. The report may include, at the employee's option, the employee's contact information if additional information is needed. However, a report shall not be deemed deficient because the employee did not include contact information.

Examples of reportable actions include any indication of fraud, misappropriation of Town resources, substantial variation in the Town's financial reporting methodology from prior practice or from generally accepted accounting principles, and the falsification, concealment, or inappropriate destruction of Town financial records.

INVESTIGATION. Upon receiving such a report, the Selectboard shall investigate the issues identified in the report. The Selectboard may consult with the Town Manager, Town Treasurer, any other Town employee, officer, legal counsel, independent auditors, or any other person or entity as part of their investigation. At the conclusion of the investigation, the *Selectboard* shall prepare a written response to the report, which shall be a public document.

TOWN OF WEATHERSFIELD, VERMONT
FRAUD PREVENTION POLICY

In accordance with 24 V.S.A. § 1686(c), any town officer who willfully refuses or neglects to submit his or her books, accounts, vouchers, or tax bills to the auditors after five business days following his or her receipt by certified mail of a written request by a public accountant that is approved and signed by the Selectboard, or to furnish all necessary information in relation thereto, shall be ineligible for reelection for the year ensuing and be subject to the penalties otherwise prescribed by law.

The foregoing Policy is hereby adopted by the Selectboard of the Town of Weathersfield, Vermont, this ____ day of _____ and is effective as of this date until amended or repealed.

Selectboard Members:

(Chairperson)

(Vice Chair)

(Board Clerk)

(Selectperson)

(Selectperson)

TOWN OF WEATHERSFIELD, VERMONT

INVESTMENT & BANKING POLICY

PURPOSE. In accordance with 24 V.S.A. § 1571(b), moneys received by Town of Weathersfield may be invested and reinvested by the treasurer with the approval of the Selectboard. The purpose of this Investment Policy is to establish the investment objectives, standards of investing prudence, eligible investments and transactions, internal controls, reporting requirements, and safekeeping and custodial procedures necessary for the proper management and investment of the funds of the Town of Weathersfield

This Policy does not apply to public trust funds held by the Town of Weathersfield. These public trust funds are managed under a separate investment policy for trust assets, adopted by the Weathersfield trustees of public funds in accordance with 24 V.S.A. § 2432. It does not apply to bond fund investments made in accordance with applicable bond debenture requirements.

OBJECTIVES. The primary objectives in priority order of investment of the funds of the Town of Weathersfield shall be safety, liquidity, yield, and local investment:

Safety. Safety of principal shall be the foremost objective of Town funds. Investments will be undertaken so as to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk (the risk of loss due to the failure of the security) and interest rate risk (the risk that the market value of securities in the portfolio will fall due to changes in market interest rates). Credit risk will be minimized by diversifying the Town's investment portfolio so that the impact of potential losses from any one type of investment will be minimized. Interest rate risk will be minimized by investing operating funds primarily in shorter term securities, money market mutual funds, or similar investment pools and limiting the average maturity of the Town's investment portfolio.

Liquidity. The Town's investment portfolio will remain sufficiently liquid to meet all reasonably anticipated operating requirements. This will be accomplished by structuring the portfolio so that investments mature concurrent with cash needs to meet anticipated demands. The portfolio will consist primarily of securities with active secondary or resale markets. A portion of the portfolio may be placed in money market mutual funds to ensure liquidity for short-term funds.

Yield. The investment portfolio will be designed to attain a market rate of return

TOWN OF WEATHERSFIELD, VERMONT

INVESTMENT & BANKING POLICY

throughout budget and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments will be limited to relatively low-risk securities in anticipation of earning a fair return relative to the risk being assumed.

Local Investment. Where possible, funds may be invested for the betterment of the local economy. The Town may accept a proposal from an eligible institution that provides for a reduced rate of interest, provided that such institution documents the use of deposited funds for community development projects. Local investment is of tertiary importance compared to the safety, liquidity, and yield objectives described above.

POOLING. Except where prohibited by law, cash and reserve balances from all funds will be consolidated to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping, and administration. Investment income will be allocated to various funds based on their respective participation and in accordance with generally accepted accounting principles.

STANDARD OF CARE. The standard of care to be used by the treasurer and Selectboard shall be the prudent person standard and shall be applied in the context of managing an overall portfolio. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

CONFLICTS OF INTEREST. The Selectboard and the treasurer shall refrain from personal business activity that could conflict with the proper execution and management of the Town's investments or that could impair their ability to make impartial decisions. They shall disclose any material interests in financial institutions with which the Town conducts business, and further disclose any personal financial or investment positions that could be related to the performance of the Town's investments. Selectboard members and the treasurer shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the Town.

INTERNAL CONTROLS. The Selectboard and treasurer will establish a system of internal controls, which shall be documented in writing to prevent the loss of

TOWN OF WEATHERSFIELD, VERMONT

INVESTMENT & BANKING POLICY

invested funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the Town.

AUTHORIZED INVESTMENTS AND INSTITUTIONS. Public deposits shall only be made in qualified public depositories as established by Vermont law. All financial institutions and broker/dealers who desire to become qualified for investment transactions with the Town must supply the following as appropriate:

1. Audited financial statements demonstrating compliance with state and federal capital adequacy guidelines;
2. Proof of National Association of Securities Dealers (NASD) certification;
3. Proof of state registration;
4. Certification of having read and understood and agreeing to comply with the Town's investment policy; and
5. Evidence of adequate insurance coverage.

The treasurer and Selectboard will conduct an annual review of the financial condition and registration of all qualified financial institutions and broker/dealers.

The following investments will be permitted under this policy:

1. U.S. Treasury obligations which carry the full faith and credit guarantee of the United States Government and are considered to be the most secure instruments available;
2. U.S. government agency and instrumentality obligations that have a liquid market with a readily determinable market value;
3. Certificates of deposit and other evidences of deposit at financial institutions;
4. Bankers acceptances;
5. Commercial paper, rated in the highest tier (e.g., A-1, P-1, F-1, D-1 or higher) by a nationally recognized rating agency;
6. Investment grade obligations of state and local governments and public authorities;
7. Repurchase agreements whose underlying purchased securities consist of the aforementioned instruments;
8. Money market mutual funds regulated by the Securities and Exchange Commission and whose portfolios consist only of dollar-denominated

TOWN OF WEATHERSFIELD, VERMONT

INVESTMENT & BANKING POLICY

- securities; and
9. Local government investment pools, either state-administered or developed through joint powers statutes, and other intergovernmental agreement legislation.

COLLATERALIZATION. Collateralization using obligations fully guaranteed by the full faith and credit of a Vermont municipality, the State of Vermont, and/or the United States Government will be required on certificates of deposit and repurchase agreements. The current market value of the applicable collateral will at all times be no less than 102% of the sum of principal plus accrued interest of the certificates of deposit or the repurchase agreement secured by the collateral. Collateral will always be held by an independent party, in the Town's name, with whom the Town has a current custodial agreement. Evidence of ownership must be supplied to, and retained by, the Town.

SAFEKEEPING AND CUSTODY. All trades of marketable securities will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds. Securities will be held by an independent third-party custodian selected by the treasurer as evidenced by safekeeping receipts in the Town's name. The safekeeping institution shall annually provide a copy of its most recent report on internal controls (Statement of Auditing Standards No. 70, or SAS 70).

REPORTING. The treasurer will prepare a quarterly investment report that analyzes the status of the current investment portfolio and the individual transactions executed over the last quarter. The report will include a listing of individual securities held at the end of the reporting period, realized and unrealized gains or losses resulting from appreciation or depreciation by listing the cost and market value of securities over a one-year duration that are not intended to be held until maturity, average weighted yield to maturity of portfolio on investments as compared to applicable benchmarks, listing of investment by maturity date, and percentage of the total portfolio which each type of investment represents.

The foregoing Policy is hereby adopted by the Selectboard of the Town of Weathersfield, Vermont, this ____ day of _____ and is effective as of this date until amended or repealed.

Selectboard Members:

TOWN OF WEATHERSFIELD, VERMONT

INVESTMENT & BANKING POLICY

(Chairperson)

(Vice Chair)

(Board Clerk)

(Selectperson)

(Selectperson)

TOWN OF WEATHERSFIELD, VERMONT

CAPITALIZATION OF ASSETS POLICY

Purpose. In order to provide for the proper control and conservation of Town of Weathersfield property as well as proper accounting for financial reporting purposes, the Town Manager or his or her designee shall maintain a schedule of capitalized assets reported in conjunction with the Town of Weathersfield's annual audit.

Implementation. Capitalization of assets, inclusive of computers, computer equipment, software, vehicles and machinery, office equipment, land and structures, and infrastructure such as roads, bridges, rights-of-way, culverts, etc., occurs when all of the following are met:

1. The asset is tangible and complete. Construction in progress is capitalized but not depreciated until construction is completed;
2. The asset is used in the operation of the town's activities;
3. The asset has a value and useful life at the date of acquisition that meets or exceeds the following:
 - \$ 5,000 individual component value
 - One year of useful life
 - All buildings and land must be reported regardless of value and useful life at date of acquisition.

Assets acquired through donation will be recorded at their estimated fair market value on the date of donation and capitalized according to the criteria above.

Annual depreciation will be charged in equal amounts over the estimated useful lives of all capital assets. The assets' estimated useful life will be assigned by management in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) rulings.

The foregoing Policy is hereby adopted by the Selectboard of the Town of Weathersfield, Vermont, this ____ day of _____ and is effective as of this date until amended or repealed.

Selectboard Members:

TOWN OF WEATHERSFIELD, VERMONT

CAPITALIZATION OF ASSETS POLICY

(Chairperson)

(Vice Chair)

(Board Clerk)

(Selectperson)

(Selectperson)



VERMONT

STATE OF VERMONT
AGENCY OF NATURAL RESOURCES
DEPARTMENT OF ENVIRONMENTAL CONSERVATION
Salvage Yard Program
1 National Life Drive, Davis I, Montpelier, VT 05620-3803



CERTIFICATE OF APPROVAL FOR LOCATION OF A SALVAGE YARD

The application of HODGDON BROTHERS, INC. whose address is
P.O. BOX 136 ASCUTNEY VT 05030

dated _____ to locate a junkyard on the land and premises in the city/town of
WEATHERSFIELD owned by HODGDON BROTHERS, INC.

and described as follows PARCEL #050340
9 ACRES LOCATED AT 4678 ROUTE 5 ASCUTNEY VT.

has been duly heard and acted upon by the _____
(City Council, Selectboard, Trustees)

of said _____ pursuant to the provisions of 24 V.S.A., §§ 2251- 2257
the same is approved this _____ day of _____, 20 _____.

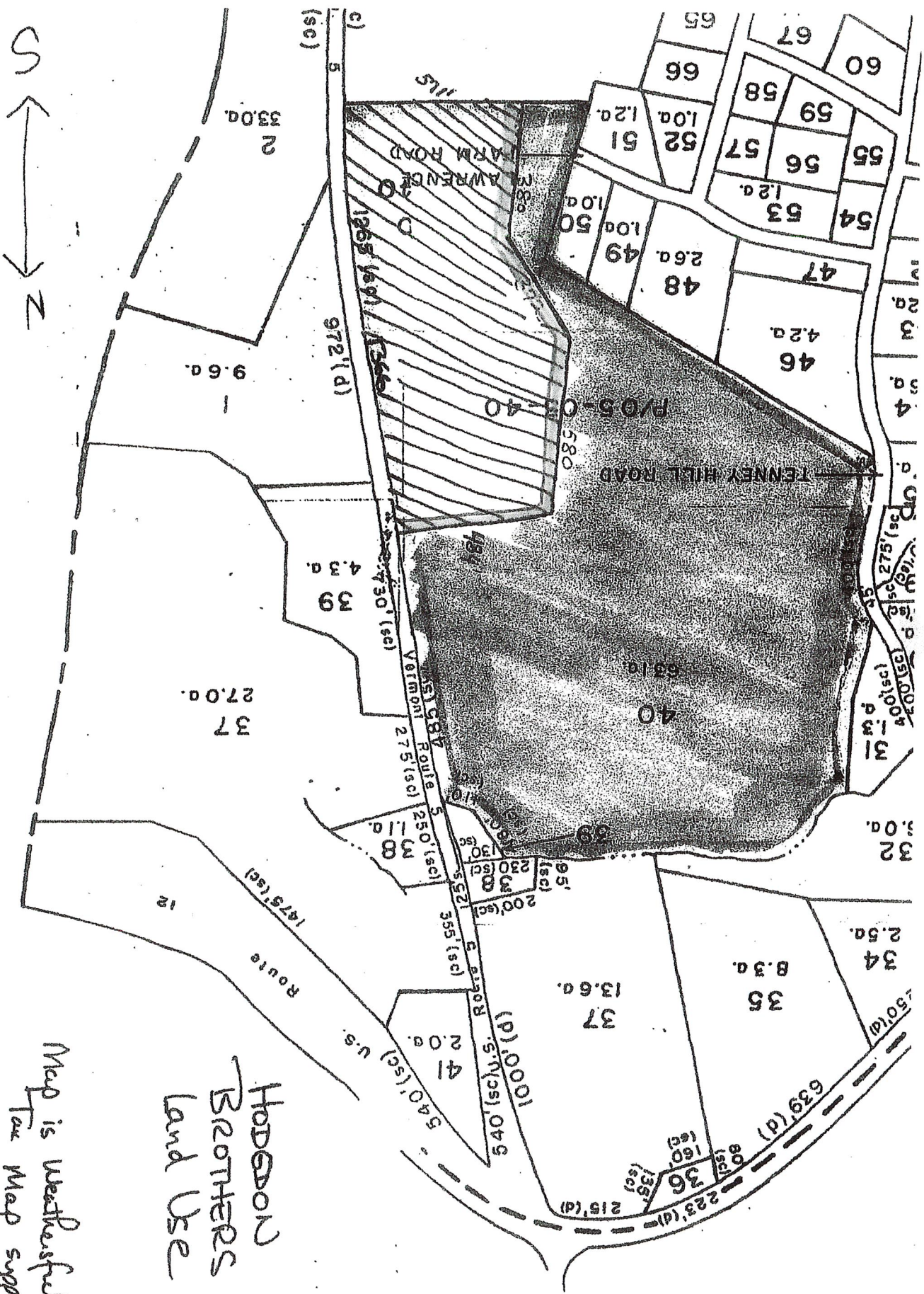
The certificate is valid for _____ years from date of issuance, subject to the provisions
(1 through 5)

of State Statute or Municipal Ordinance presently or hereafter appertaining thereto. This
certificate is for the exclusive use of the named applicant and is not assignable.

The application fee of \$25.00 and all other assessments authorized by 24 V.S.A. §2256 have
been paid.

(City Council, Selectboard, Board of Trustees)

of the City/Town/Village of _____



HODGSON
BROTHERS
Land Use

Map marked up by

Peperth
Lize

$$168' = 1 \text{ cm}$$

Storage & Sales Center

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Hodgdon Brothers, Inc.
P.O. Box 136
Ascutney, VT 05030

Weathersfield SelectBoard
P.O. Box 550
Ascutney VT 05030

April 24, 2020

Subject: Approval of location for salvage yard

Greetings - hope everyone is well.

We will be renewing our salvage yard license next month and this year as part of our application we must include an up-dated Certificate of Approval for Location of a Salvage Yard. Every 5 years we have to update this certificate with approval from the Selectboardbasically to show we have not extended the location in which we are licensed to operate the salvage yard. I have enclosed the form for your review and a copy of the land use map. A copy of this map will be submitted with our application. There have been no changes since the last review in 2015. We would like to be put on your meeting agenda or schedule what may be necessary to get this completed. If you are not holding public meetings or doing site visits at this time, could you please send me something stating that and we can schedule something at a later date.

I can be reached by email at danddservices@yahoo.com or you may leave message at the office 674-6202 or call my home at 674-5575.

Thanks in advance for your help -

Be safe!!

Diane Hodgdon

**Martin Memorial Hall
Phased Reopening Plan
June 2020**

This plan was developed to keep Weathersfield residents and staff safe from COVID-19 and other potentially infectious diseases. The goal is to prevent the spread of the virus in Weathersfield while continuing to provide services to our residents. Our reopening plan for Martin Memorial Hall was based on information from the Vermont Department of Health, VOSHA, and the Vermont Agency of Commerce and Community Development in accordance with Governor Scott's COVID-19 Executive Order and subsequent Addenda as well as guidelines from the Centers Disease Control. This plan will be updated from time to time as guidelines are changed and developed.

COVID-19 Health Officer Schedule			
Day of Week	Susanne Terrill	Darlene Kelly	Brandon Gulnick
Monday	7:30-4:30	Standby 4:30-5:30	Standby
Tuesday	7:30-4:30	Standby 4:30-5:30	Standby
Wednesday	7:30-4:30	Standby 4:30-5:30	Standby
Thursday	7:30-4:30	Standby 4:30-5:30	Standby
Friday			Standby
Saturday			Standby
Sunday			Standby

This draft plan contains information on the following:

1. Phase I – June 22, 2020 – July 1, 2020
2. Phase II – July 1 – To be Announced
3. Attachment A – Diagram of 2nd floor for Reference
4. Attachment B- Diagram of 1st floor for Reference
5. Attachment C - Cleaning Checklist for Cleaning Company
6. Attachment D – COVID-19 Workplan
7. Attachment E - Sign Examples
8. Attachment F – Community Use of 1st Floor

On Friday, March 13, 2020, Governor Phil Scott issued an executive order to declare a state of emergency in Vermont in response to COVID-19, commonly known as the new coronavirus. The original state of emergency was set to expire on April 15, as were the subsequent mitigation measures. The state of emergency was extended to May 15, and again until June 15. During this time Weathersfield made several changes to municipal operations in response to the Governor's orders, Centers for Disease Control, and Vermont Department of Health guidance. This Phased Reopening Plan will be updated from time to time as information becomes available.

Phase I – June 22, 2020 – July 1, 2020
Maximum Occupancy (2) - Excluding Researchers & Staff
Martin Memorial Hall

Office Hours

	Front Office	Finance	Treasurer	Town Clerk	Listers	Land Use	Town Manager
<u>Monday</u>	7:30a-5:30p	7:30-5:30	Off	9a-4p	10a-5:30p	1p-6p	8a-6p
<u>Tuesday</u>	7:30a-5:30p	7:30-5:30	9a-2p	9a-4p	10a-5p	By Apt	8a-6p
<u>Wednesday</u>	7:30a-5:30p	7:30-5:30	Off	9a-4p	10a-5:30p	1p-6p	8a-6p
<u>Thursday</u>	7:30a-5:30p	7:30-5:30	9a-2p	9a-5:30p	9a-5:30p	By Apt	8a-6p
<u>Friday</u>						By Apt	By Apt

Note: Town Manager, Finance Director, and Land Use Schedules are subject to Change based on Evening Meeting Schedule.

Signage

<u>Outside Entrance</u>	Free standing sign outside "Entrance Only"
<u>Outside Exit</u>	Free standing sign outside "Exit Only"
<u>Outside Entrance Door</u> <u>Right side of Door</u>	Instructions for people to ring doorbell to alert Health Officer.
<u>Exit Door</u>	See example signs (Attachment E)
<u>Bathroom (Upstairs)</u>	Closed to the Public
<u>Bathroom (Downstairs)</u>	Open to the Public
<u>Ramp</u>	See example signs (Attachment E)
<u>Inside Door 1</u>	See example signs (Attachment E)
<u>Inside Door 2</u>	See example signs (Attachment E)
<u>Inside Door 3</u>	See example signs (Attachment E)
<u>Inside Door 4</u>	See example signs (Attachment E)
<u>Inside Door 5</u>	See example signs (Attachment E)
<u>Office Doors</u>	See example signs (Attachment E)
<u>Freestanding Sign 1</u>	See example signs (Attachment E)
<u>Freestanding Sign 2</u>	See example signs (Attachment E)
<u>Freestanding Sign 3</u>	See example signs (Attachment E)
<u>Freestanding Sign 4</u>	See example signs (Attachment E)

Floor Markings

<u>Entrance</u>	6 Foot Space Marking
<u>Ramp</u>	6 Foot Space Marking
<u>Inside Door 1</u>	6 Foot Space Marking
<u>Inside Hallway S1</u>	6 Foot Space Marking
<u>Inside Hallway S2</u>	6 Foot Space Marking
<u>Front Office</u>	6 Foot Space Marking
<u>Conference Room</u>	6 Foot Space Marking
<u>Inside Hallway S3</u>	6 Foot Space Marking
<u>Inside Hallway S4</u>	6 Foot Space Marking
<u>Inside Hallway S5</u>	6 Foot Space Marking

Entrance Procedure (Town Offices)

**Person A rings the doorbell for service

- 1) Designated Health Officer answers the call over the Intercom. Staff tells Person A that he/she is going to the door.
- 2) COVID-19 Health Officer will greet the individual(s), provide a mask if no mask is displayed, complete the Person A, Board, Commission, and Committee Members COVID-19 Health-Screening, and determine whether entrance is permitted.
- 3) If entrance is permitted:
 - a. Person A signs in using the visitor sign-in sheet, uses hand sanitizer and follows behind Staff keeping 6 ft distances
- 4) **If entrance is not permitted:**
 - a. Staff explains that Person A cannot enter Martin Memorial Hall Town Offices. Staff provides Person A with a remedy to his/her request prior to departure.

Conducting Town Business

**Person A is in the Building

- 1) Plexiglass barrier should be used to the extent possible. Staff on one side & Person A on the other.
- 2) 6-foot distances to the extent possible.
- 3) Gloves available if necessary.
- 4) Hand sanitizer after business is complete.
- 5) Any pens used should be placed in "Old Pens" holder

Exit Procedure (Town Offices)

**Person A is ready for Departure

- 1) Health Officer escorts Person A to the exit door.
- 2) Person A and Health Officer remain 6 feet apart during escort.
- 3) Health Officer returns to the area and cleans prior to the next person coming in.

Cleaning Procedure

**Work Area

1. Workspace should be cleaned at the beginning, mid, and end of shift

**Conference Room

1. Users of the Conference Room for lunch should clean their spaces prior to and after departure.
2. Users of the Conference Room for meetings should clean their space prior to and after departure.

**Bathroom

1. Users of the Bathroom should clean the door handle prior to entrance on both sides and upon departure on both sides.
2. Any touched surfaces in the bathroom should be wiped down prior to departure.

**Weekly Office Cleaning

1. See Attachment C

Phase II – July 6, 2020 – To Be Announced
Maximum Occupancy (10) - Excluding Researchers & Staff
Martin Memorial Hall

Office Hours

	Front Office	Finance	Treasurer	Town Clerk	Listers	Land Use	Town Manager
<u>Monday</u>	7:30a-5:30p	7:30-5:30	Off	9a-4p	10a-5:30p	1p-6p	8a-6p
<u>Tuesday</u>	7:30a-5:30p	7:30-5:30	9a-2p	9a-4p	10a-5p	By Apt	8a-6p
<u>Wednesday</u>	7:30a-5:30p	7:30-5:30	Off	9a-4p	10a-5:30p	1p-6p	8a-6p
<u>Thursday</u>	7:30a-5:30p	7:30-5:30	9a-2p	9a-5:30p	9a-5:30p	By Apt	8a-6p
<u>Friday</u>						By Apt	By Apt

Note: Town Manager & Finance Schedule subject to Change based on Evening Meeting Schedule.

Signage

<u>Outside Entrance</u>	Free standing sign outside “Entrance Only”
<u>Outside Exit</u>	Free standing sign outside “Exit Only”
<u>Outside Entrance Door</u> <u>Right side of Door</u>	Instructions for people to ring doorbell to alert Health Officer.
<u>Exit Door</u>	See example signs (Attachment E)
<u>Bathroom (Upstairs)</u>	Closed to the public
<u>Bathroom (Downstairs)</u>	Open to the public
<u>Ramp</u>	See example signs (Attachment E)
<u>Inside Door 1</u>	See example signs (Attachment E)
<u>Inside Door 2</u>	See example signs (Attachment E)
<u>Inside Door 3</u>	See example signs (Attachment E)
<u>Inside Door 4</u>	See example signs (Attachment E)
<u>Inside Door 5</u>	See example signs (Attachment E)
<u>Office Doors</u>	See example signs (Attachment E)
<u>Freestanding Sign 1</u>	See example signs (Attachment E)
<u>Freestanding Sign 2</u>	See example signs (Attachment E)
<u>Freestanding Sign 3</u>	See example signs (Attachment E)
<u>Freestanding Sign 4</u>	See example signs (Attachment E)

Floor Markings

<u>Entrance</u>	6 Foot Space Marking
<u>Ramp</u>	6 Foot Space Marking
<u>Inside Door 1</u>	6 Foot Space Marking
<u>Inside Hallway S1</u>	6 Foot Space Marking
<u>Inside Hallway S2</u>	6 Foot Space Marking
<u>Front Office</u>	6 Foot Space Marking
<u>Conference Room</u>	6 Foot Space Marking
<u>Inside Hallway S3</u>	6 Foot Space Marking
<u>Inside Hallway S4</u>	6 Foot Space Marking
<u>Inside Hallway S5</u>	6 Foot Space Marking

Entrance Procedure (Town Offices)

****Person A rings the doorbell for service**

- 1) Designated Health Officer answers the call over the Intercom. Staff tells Person A that he/she is going to the door.
- 2) COVID-19 Health Officer will greet the individual(s), provide a mask if no mask is displayed, complete the Person A, Board, Commission, and Committee Members COVID-19 Health-Screening, and determine whether entrance is permitted.
- 3) If entrance is permitted:
 - a. Person A signs in using the visitor sign-in sheet, uses hand sanitizer and follows behind Staff keeping 6 ft distances
- 4) **If entrance is not permitted:**
 - a. Staff explains that Person A cannot enter Martin Memorial Hall Town Offices. Staff provides Person A with a remedy to his/her request prior to departure.

Conducting Town Business

****Person A is in the Building**

- 1) Plexiglass barrier should be used to the extent possible. Staff on one side & Person A on the other.
- 2) 6-foot distances to the extent possible.
- 3) Gloves available if necessary.
- 4) Hand sanitizer after business is complete.
- 5) Any pens used should be placed in "Old Pens" holder

Exit Procedure (Town Offices)

****Person A is ready for Departure**

- 1) Health Officer escorts Person A to the exit door.
- 2) Person A and Health Officer remain 6 feet apart during escort.
- 3) Health Officer returns to the area and cleans prior to servicing the next person.

Cleaning Procedure

****Work Area**

- 1) Workspace should be cleaned at the beginning, mid, and end of shift.

****Conference Room**

- 1) Users of the Conference Room for lunch should clean their spaces prior to and after departure.
- 2) Users of the Conference Room for meetings should clean their space prior to and after departure.

****Bathroom**

- 1) Users of the bathroom should clean the door handle prior to entrance on both sides and upon departure on both sides.
- 2) Any touched surfaces in the bathroom should be wiped down prior to departure.

Weekly Office Cleaning

- 1) See Attachment B

ATTACHMENT A
[DIAGRAM OF 2ND FLOOR]

Draft

Listers	Hallway 5 Door 5/	Land Use	
		Staircase	
Supplies Closet	Conference Room (Freestanding Sign with COVID-19 Health Information)		
Finance	Door 4/ Hallway 4	Front Office	
Town Clerk		Town Manager	
	Door 3/ Hallway 3		
Vault	Door 2/ Hallway 2	Kitchen	Bathroom
		Police	
	Door 1/ Hallway 1	Stairs	
Hallway	Ramp		Hallway/Stairs
	Ramp		
Entrance (Freestanding Sign with COVID-19 Health Info)	W S----- -----N E		Exit/ (Freestanding Sign with COVID-19 Health Info)

ATTACHMENT B
[BUILDING DIAGRAM 1ST FLOOR]

Draft

Stairs leading Downstairs		
Hallway	Community Area	
	Kitchen	Hallway/ (Freestanding Sign with COVID-19 Health Info)
	Bathroom	
	Storage Closet	
	<div> <div>W</div> <div>S----- -----N</div> <div>E</div> </div>	Stairs
Entrance/ (Freestanding Sign with COVID-19 Health Info)		Exit/ (Freestanding Sign with COVID-19 Health Info)

**ATTACHMENT C
[CLEANING CHECKLIST]**

Draft



CHARTERED BY: NEW HAMPSHIRE ON AUGUST 20, 1761
NEW YORK ON APRIL 8, 1772

Cleaning Checklist

Kitchen - upstairs

- | | | |
|--|---|---|
| <input type="radio"/> Vacuum floor | <input type="radio"/> Clean inside fridge | <input type="radio"/> Dust ceilings |
| <input type="radio"/> Clean behind and underneath trash bins | <input type="radio"/> Clean sink and faucet | <input type="radio"/> Wash floor under sink |
| <input type="radio"/> Wipe counters | <input type="radio"/> Clean toaster/oven | <input type="radio"/> Wash floor |
| <input type="radio"/> Clean microwave | <input type="radio"/> Clean dry-off rack | <input type="radio"/> Clean light switch |
| <input type="radio"/> Clean outside fridge | <input type="radio"/> Wash cabinets | <input type="radio"/> Take trash out |

Hallway - upstairs

- | | | |
|--|--|---|
| <input type="radio"/> Vacuum carpet | <input type="radio"/> Take trash out | <input type="radio"/> Clean/wash doors |
| <input type="radio"/> Remove spiderweb | <input type="radio"/> Clean clocks | <input type="radio"/> Wipe doorknobs |
| <input type="radio"/> Dust ceiling | <input type="radio"/> Wipe counters | <input type="radio"/> Clean counter front |
| <input type="radio"/> Dust corners | <input type="radio"/> Wipe chairs | <input type="radio"/> Clean mirror |
| <input type="radio"/> Dust display | <input type="radio"/> Dust/wipe awards | <input type="radio"/> |

Offices

- | | | |
|--------------------------------------|--|-------------------------------------|
| <input type="radio"/> Take trash out | <input type="radio"/> Clean window(s) | <input type="radio"/> Dust corners |
| <input type="radio"/> Vacuum carpet | <input type="radio"/> Wipe filing cabinets | <input type="radio"/> Dust ceilings |
| <input type="radio"/> Wipe desk(s) | <input type="radio"/> Remove spiderweb | <input type="radio"/> |

Bathroom - upstairs

- | | | |
|---|--|-------------------------------------|
| <input type="radio"/> Take trash out | <input type="radio"/> Clean window(s) | <input type="radio"/> Dust corners |
| <input type="radio"/> Vacuum floor | <input type="radio"/> Wash wall left of sink | <input type="radio"/> Dust ceilings |
| <input type="radio"/> Clean mirror | <input type="radio"/> Clean toilet | <input type="radio"/> Wash floor |
| <input type="radio"/> Clean sink and faucet | <input type="radio"/> Remove spiderweb | <input type="radio"/> |

Conference Room - upstairs

- | | | |
|--------------------------------------|--|-------------------------------------|
| <input type="radio"/> Take trash out | <input type="radio"/> Clean window(s) | <input type="radio"/> Dust corners |
| <input type="radio"/> Vacuum carpet | <input type="radio"/> Wipe _____ | <input type="radio"/> Dust ceilings |
| <input type="radio"/> Wipe table(s) | <input type="radio"/> Remove spiderweb | <input type="radio"/> |



CHARTERED BY: NEW HAMPSHIRE ON AUGUST 20, 1761
NEW YORK ON APRIL 8, 1772

Cleaning Checklist

Kitchen - downstairs

- | | | |
|--|---|--|
| <input type="radio"/> Vacuum floor | <input type="radio"/> Clean inside fridge | <input type="radio"/> Dust ceilings |
| <input type="radio"/> Clean behind and underneath trash bins | <input type="radio"/> Clean sink and faucet | <input type="radio"/> Clean light switch |
| <input type="radio"/> Wipe counters | <input type="radio"/> Clean range/oven | <input type="radio"/> Wash floor |
| <input type="radio"/> Clean countertop | <input type="radio"/> Clean dry-off rack | <input type="radio"/> Take trash out |
| <input type="radio"/> Clean outside fridge | <input type="radio"/> Wash cabinets | <input type="radio"/> |

Hallways - downstairs

- | | | |
|---|---|---|
| <input type="radio"/> Vacuum floor | <input type="radio"/> Take trash out | <input type="radio"/> Clean/wash doors |
| <input type="radio"/> Remove spiderweb | <input type="radio"/> Clean clocks | <input type="radio"/> Wipe doorknobs |
| <input type="radio"/> Dust ceiling | <input type="radio"/> Wipe counters | <input type="radio"/> Clean table |
| <input type="radio"/> Dust corners | <input type="radio"/> Wipe chairs | <input type="radio"/> Clean window(s) |
| <input type="radio"/> Dust display/pictures | <input type="radio"/> Dust/wipe windowsills | <input type="radio"/> Organize storage closet |

Conference Room - downstairs

- | | | |
|--------------------------------------|--|-------------------------------------|
| <input type="radio"/> Take trash out | <input type="radio"/> Clean window(s) | <input type="radio"/> Dust corners |
| <input type="radio"/> Vacuum floor | <input type="radio"/> Wipe _____ | <input type="radio"/> Dust ceilings |
| <input type="radio"/> Wipe table(s) | <input type="radio"/> Remove spiderweb | <input type="radio"/> Vacuum stairs |

Bathroom - downstairs

- | | | |
|---|------------------------------------|--|
| <input type="radio"/> Take trash out | <input type="radio"/> Wash floor | <input type="radio"/> Dust corners |
| <input type="radio"/> Vacuum floor | <input type="radio"/> Clean wall | <input type="radio"/> Dust ceilings |
| <input type="radio"/> Clean mirror | <input type="radio"/> Clean toilet | <input type="radio"/> Remove spiderweb |
| <input type="radio"/> Clean sink and faucet | <input type="radio"/> Clean door | <input type="radio"/> |

ATTACHMENT D

[COVID-19 WORKPLAN]

Draft

TOWN OF WEATHERSFIELD COVID-19 SAFETY & HEALTH WORK PLAN

Effective June 1, 2020

A. Purpose

This plan describes the implementation of mandatory health and safety requirements established by the Vermont Department of Health, VOSHA, and the Vermont Agency of Commerce and Community Development in accordance with Governor Scott's COVID-19 Executive Order and subsequent Addenda as well as guidelines from the Centers for Disease Control.

B. Responsibilities

The Town Manager has assigned the following individuals to serve in the role of health officer. The health officer has the authority to stop or alter activities to ensure that all work practices conform with the mandatory safety and health requirements applicable to COVID-19.

- **Brandon Gulnick, Susanne Terrill, Darlene Kelly, Raymond Stapleton**

For the purpose of ensuring compliance with the most recent safety and health requirements, the Town Health Officer is responsible for administering this plan, monitoring agencies for new requirements, updating this plan, communicating any changes to employees, and monitoring the overall effectiveness of the plan. This person is also responsible for providing employees with a copy of this plan upon request.

C. Determination of Exposure Risk by Job Duty

We have determined the COVID-19 exposure risk level of all municipal functions to ensure that we apply appropriate hazard controls – including training, equipment, and personal protective equipment (PPE) – to protect employees' safety and health. This assessment is based on OSHA Publication 3900. Classes of employees have been assigned to risk categories as follows:

Work Area and/or Job Duties	COVID-19 Risk Level
EMS/Rescue/Ambulance	High
Police Department	Medium
Highway Department	Low
Office Staff (Town Clerk, Finance, Treasurer, Human Resources/ Admin., Listers)	Low
Land Use Administrator (Limited Access to the Public)	Low
Firefighters (Not providing patient transport)	Medium
Firefighters (Providing patient transport)	High
Solid Waste Personnel	Medium
Town Manager	Medium
Water Operators	Low
Emergency Management Director	Medium

D. Hazard Control Measures

Weathersfield is implementing the following hazard control measures to minimize employees' workplace exposure to COVID-19.

- Face-to-face meetings are limited and require that both parties follow Hazard Control Measures as described in the Safety & Health Workplan.
- Use of face masks is mandatory within the workplace when in the presence of others.
- Plexiglass barriers have been installed at cashier stations and other fixed locations where customer service contact occurs. Barriers must be used to the maximum extent possible.
- Every employee has received training that meets the VOSHA and ACCD requirements for COVID-19 content and acceptable work practices.
- It is mandatory for employees to maintain six feet (6') of physical separation (social distancing) at all times, including when interacting with the public, with the exception of certain public safety and medical encounters that require close personal interaction.
- In office settings, workstations are separated by at least six feet (6') to maintain social distancing requirements. Two stations are unable to be separated six feet (6') and in those settings employees are required to wear a face mask when more than one (1) employee occupies the office.
- No more than two (2) employees are permitted to travel together in a single vehicle.
- Common employee areas are closed to the extent feasible. Where common areas are not closed, employees have been trained to maintain six feet (6') of physical separation, and in each room a reminder sign is posted to aid compliance.
- All restrooms, common areas that remain in use, doorknobs/handles, tools, equipment, and other frequently touched surfaces are disinfected before, in the middle of, and at the end of each shift. All contact surfaces of vehicles used by more than one person are disinfected at the end of each person's use. All disinfectants are EPA-approved or otherwise comply with CDC disinfection guidance.
- Each employee is responsible for his/her own workspace. Common areas will be cleaned on a rotating schedule by all employees.
- To monitor employee health at the beginning of each shift, all employees are asked whether they have certain symptoms, and their temperature is checked. Employee monitoring procedures are performed by HR (Susanne Terrill). Employees have been trained to not report to work if they are ill or exhibit signs or symptoms of COVID-19.
- Signs at all entrances indicate that all employees must wear masks, that all entrants are strongly encouraged to do so, and that individuals with COVID-19 symptoms shall not enter the premises.
- When feasible, garage doors and/or windows are opened to encourage the flow of fresh air.
- Travel between worksites is minimized to the extent feasible.
- Adequate handwashing facilities and products are provided for all employees. Where soap and water are not available, hand sanitizer is provided.
- A safe process for receiving supplies and deliveries is in place and strictly adhered to.

E. Personal Protective Equipment

In general, most employees will not have a need for true personal protective equipment as they will not be using N-95 respirators. Should an employee desire to voluntarily use an N-95 mask, we will provide them with a copy of [OSHA 1910.134 Appendix D](#).

F. Training

All employees have completed the COVID-19 training program developed by VOSHA. In addition, supervisory staff regularly reinforce safety and health requirements and monitor adherence to the elements stated in this plan. Given the nature of the COVID-19 pandemic, we will respond to new safety and health information, implement new procedures or practices if or when they are required, and update this plan to incorporate new requirements or changes in work practices.

Documentation that confirms employees have completed the COVID-19 training is located:

Online: [Weathersfieldvt.org/covid-19localresourcecenter](https://weathersfieldvt.org/covid-19localresourcecenter)

Email: Weathersfield@weathersfield.org

ATTACHMENT E

[SIGN EXAMPLES]

Draft



ENCOURAGED

**Cloth face coverings
encouraged.**

Wear a cloth mask to cover
your nose and mouth.



REQUIRED

**Cloth face coverings
required.**

Wear a cloth mask to cover
your nose and mouth.

LIMITED CAPACITY PERMITTED

IN ACCORDANCE WITH STATE GUIDELINES

Maximum Capacity

This calculation was determined by (check one):

- ☐ 25% of this building's approved fire safety occupancy of _____
- ☐ 1 customer per 200 square feet; this store has _____ square feet
- ☐ 10 total customers and staff combined



Be Smart, Stay Safe

Workplace Guidelines

Before your shift, you **MUST** check-in with the onsite Health and Safety Officer:

NAME: _____



Daily health screening.

Have your temperature taken. Are you feeling ill or have you felt ill in the past 24 hours?

Symptoms include: fever, cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, muscle pain, sore throat, new loss of taste or smell.

.....



Stay six feet away from everyone.

Maintain at least six feet from others when possible and don't congregate in common areas.

.....



REQUIRED

Cloth face coverings required.

Wear a cloth mask to cover your nose and mouth.

Be Smart, Stay Safe

We are following social distancing guidelines.



If you're sick, stay home.

Self-isolate if you have a fever or cough, or if you have been exposed to someone with COVID-19.

Symptoms include: fever, cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, muscle pain, sore throat, new loss of taste or smell.



Stay six feet away from everyone.

Avoid all crowds and stay home when possible.



REQUIRED

Cloth face coverings required.

Wear a cloth mask to cover your nose and mouth.

Be Smart, Stay Safe

We are following social distancing guidelines.



If you're sick, stay home.

Self-isolate if you have a fever or cough, or if you have been exposed to someone with COVID-19.

Symptoms include: fever, cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, muscle pain, sore throat, new loss of taste or smell.



Stay six feet away from everyone.

Avoid all crowds and stay home when possible.



ENCOURAGED

Cloth face coverings encouraged.

Wear a cloth mask to cover your nose and mouth.

ATTACHMENT F
[COMMUNITY USE OF 1ST FLOOR]

Draft

TOWN OF WEATHERSFIELD

COVID-19 SAFETY & HEALTH COMMUNITY USE PLAN

Effective June 22, 2020

A. Purpose

This plan describes the implementation of mandatory health and safety requirements established by the Vermont Department of Health, VOSHA, and the Vermont Agency of Commerce and Community Development in accordance with Governor Scott's COVID-19 Executive Order and subsequent Addenda as well as guidelines from the Centers for Disease Control.

B. Responsibilities

The Town Manager has assigned the following individuals to serve in the role of health officer. The health officer has the authority to stop or alter activities to ensure that all work practices conform with the mandatory safety and health requirements applicable to COVID-19.

- **Brandon Gulnick, Susanne Terrill, Darlene Kelly, Raymond Stapleton, Don Huntley**

For the purpose of ensuring compliance with the most recent safety and health requirements, the Town Health Officer is responsible for administering this plan, monitoring agencies for new requirements, updating this plan, communicating any changes to employees, and monitoring the overall effectiveness of the plan. This person is also responsible for providing employees with a copy of this plan upon request.

C. COMMUNITY USE OF MARTIN MEMORIAL HALL

Members of the Public, including board, committee, and commission meetings, and/or for any other purpose must follow the Hazard Control Measures below. Individuals who are using downstairs for functions is on hold and will be reviewed on July 27, 2020.

D. HAZARD CONTROL MEASURES

Weathersfield is implementing the following hazard control measures to minimize exposure to COVID-19.

- Face-to-face meetings are limited and require that both parties follow Hazard Control Measures as described in the Safety & Health Workplan.
- Individuals entering Martin Memorial Hall for functions downstairs should schedule the function with the Front Office and follow Hazard Control Measures.
 - Upon Entrance, attendee will meet a Health Officer at the entrance of the building. The Health Officer will complete a Health Assessment, request the attendee sign in using the sign-in sheet, and be asked to enter downstairs from the hallway on the Southern side of the building. Upon exit, attendees should exit the building using the northern side of the building.
 - Use of face masks is mandatory at Martin Memorial Hall for employees and recommended for any other person entering downstairs when in the presence of others.
 - People must maintain a 6 foot distance from each other (social distancing) at all times, including when interacting, with the exception of certain public safety and medical encounters that require close personal interaction.

- The restroom on the 1st floor is open, as is the kitchen. Please sanitize all areas, including doorknobs/handles, tools, equipment, tables, chairs, etc. prior to and after use.
- Signs at all entrances indicate that all employees must wear masks, that all entrants are strongly encouraged to do so, and that individuals with COVID-19 symptoms shall not enter the premises.
- Adequate handwashing facilities and products are provided for all people in Martin Memorial Hall. Where soap and water are not available, hand sanitizer is provided.

E. Training

All employees have completed the COVID-19 training program developed by VOSHA. In addition, supervisory staff regularly reinforce safety and health requirements and monitor adherence to the elements stated in this plan. Given the nature of the COVID-19 pandemic, we will respond to new safety and health information, implement new procedures or practices if or when they are required, and update this plan to incorporate new requirements or changes in work practices.

Documentation that confirms employees have completed the COVID-19 training is located:

Online: [Weathersfieldvt.org/covid-19localresourcecenter](https://weathersfieldvt.org/covid-19localresourcecenter)

Email: Weathersfield@weathersfield.org

EXISTING VACATION LEAVE POLICY

VACATION LEAVE

Unless otherwise specifically agreed, with prior Selectboard approval, upon the first day of the month following the date of hire eligible employees, full or part time employees that regularly work at least 10 hours per week, will begin to earn vacation time. The Town Manager can grant prorated vacation to all other part-time employees below the 10-hour threshold or temporary employees based on their status. Vacation time, based on an annual amount, will accrue monthly as shown below:

- ~~• 0-2 years = 40 hours of annual vacation (1 week) accrues at a rate of 3.33 hours per month~~
- ~~• 3-9 years = 80 hours of annual vacation (2 weeks) accrues at a rate of 6.67 hours per month~~
- ~~• 10-15 years = 120 hours of annual vacation (3 weeks) accrues at a rate of 10 hours per month~~
- ~~• 16+ years = 160 hours of annual vacation (4 weeks) accrues at a rate of 13.33 hours per month~~
- ~~• Employees working less than 40 hours a week will accrue pro-rated vacation time based on their regularly scheduled hours.~~

All employees are strongly encouraged to take their vacation leave on an annual basis. With the expectation that vacation time is to be used, a cap limits maximum vacation time accrual to two hundred (200) hours. Accrued time in excess of the maximum is irretrievably forfeited.

Vacation is to be requested by the employee on forms provided by the Town and approved at the discretion of the Department Head. The request will then be turned in to the Town Office for record keeping purposes.

The Town Manager may, upon written request of the employee, pay an employee for up to 80 hours of accrued vacation time in lieu of it being taken provided one of the following conditions exist:

1. A bona fide hardship (Determined by the Town Manager)
2. The employee has taken at least 40 hours of vacation that year and the Town Manager determines that the fiscal impact can be absorbed by the budget.

Upon termination, an employee shall be paid for all accrued but unused vacation time at his or her regular hourly rate at the time of termination. Payment will be at the next regularly scheduled pay day (or within 72 hours if the employee is discharged). This vacation payout will be paid in a single check, separate from the employee's normal paycheck.

PROPOSED VACATION LEAVE POLICY

VACATION LEAVE

Unless otherwise specifically agreed, with prior Selectboard approval, upon the first day of the month following the date of hire eligible employees, full or part time employees that regularly work at least 10 hours per week, will begin to earn vacation time. The Town Manager can grant prorated vacation to all other part-time employees below the 10-hour threshold or temporary employees based on their status. Vacation time, based on an annual amount, will accrue monthly as shown below:

- 0-1 year = 40 hours of annual vacation (1 week) accrues at a rate of 3.33 hours per month
- 2-6 years = 80 hours of annual vacation (2 weeks) accrues at a rate of 6.67 hours per month
- 7-15 years = 120 hours of annual vacation (3 weeks) accrues at a rate of 10 hours per month
- 16+ years = 160 hours of annual vacation (4 weeks) accrues at a rate of 13.33 hours per month
- Employees working less than 40 hours a week will accrue pro- rated vacation time based on their regularly scheduled hours.

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Town of Weathersfield, Vermont

Application for Fireworks Display

Sponsor of the Display: Norman John Arrison _____

Name of Sponsor's Authorized Representative: Norman John Arrison _____

Mailing Address: P.O. Box 460, Ascutney, VT 05030 _____

Phone Number: (802) 263-9405 _____ Email: wattsup@tds.net _____

Location of Display: 160 Center Grove Rd. - See Attached Site Map _____

Date of Display: 07/3 or 4 or 5th 2020 _____ Display Time: From Dusk _____ To Dusk _____

Details of Display: Consumer Style, UN labeled 1.4G ☒ yes Display Style, UN labeled 1.3G ☒ yes

Maximum Shell Size: 4" _____

Location of fireworks storage prior to discharge: In ATF approved magazines in East Montpelier, VT _____

Company Discharging the Display: Northstar Fireworks _____

Name of Company Representative: Dianna Jean (D.J.) Montague _____

The following is attached:

- ☒ Site Plan to scale with dimensions, noting launch area, safety zone, tree lines, audience area and parking.
- ☒ Description of the safety measures that will be employed, such as ease of accessibility by first responders, general fire protection measures, and security of the safety zone.
- ☒ Certificate of Liability Insurance: if display style, from the company discharging the fireworks; or, if consumer style, from the property owner.

Sponsor agrees that the Town of Weathersfield shall be held harmless for any personal injury or property damage that may occur from any permitted fireworks display. Sponsor and Authorized Representative agree by signing they have read and will comply with the Weathersfield Fireworks Policy and the pertinent Vermont State Statute.

Signature of Sponsor's Authorized Representative

Date

John Arrison

04/22/20

Acknowledgements:

[Signature]
Weathersfield Police Chief

[Signature]
Weathersfield Fire Warden

[Signature]
Ascutney Volunteer Fire Department Fire Chief

[Signature]
West Weathersfield Volunteer Fire Department Fire Chief

Town Manager

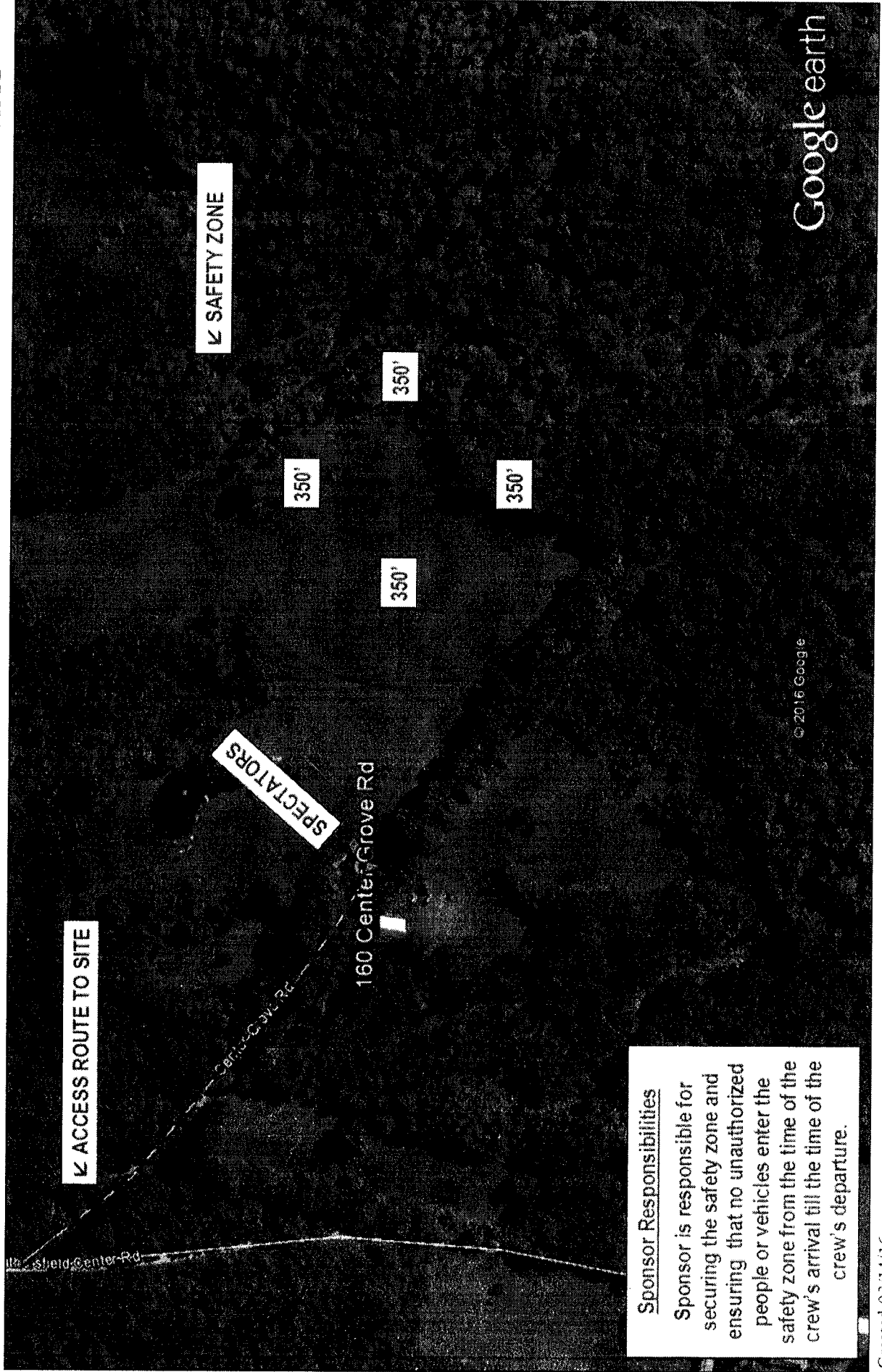
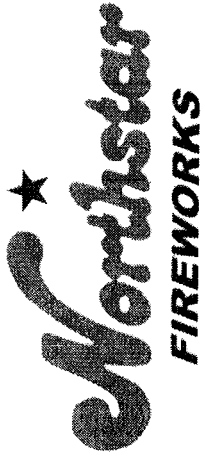
Action by Board: _____ Approved _____ Denied Date of Action: _____

Terms and Conditions: If weather Allows.

Selectboard Chair

Arrison, Norman John & Patti

160 Center Grove Rd., Ascutney, VT



Proposed Safety Measures for Fireworks Display

Norman John Arrison

160 Center Grove Rd., Ascutney, VT 05030

August 28, 2020

- ★ Audience will be behind split rail fence
- ★ NFPA 1123 distances to the display will be met
- ★ Sponsor will provide perimeter security
- ★ Area of the display will be wet down before the event
- ★ Water, hand tools and personnel will be available should any ground spot fires occur

Certificate of Insurance

23804

Issue Date: 4/22/2020

PRODUCER
Professional Program Insurance Brokerage
371 Bel Marin Keys Blvd., Suite #220
Novato, California 94949

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

INSURED

Vermont Fireworks Co., Inc.
DBA: Northstar Fireworks Displays
P.O. Box 65
E. Montpelier, VT 05651

INSURER A: Underwriter's at Lloyd's, London

INSURER B:

INSURER C:

INSURER D:

COVERAGES:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE NAMED INSURED ABOVE FOR THE PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (DD/MM/YY)	POLICY EXPIRATION DATE (DD/MM/YY)	LIMITS	
A	GENERAL LIABILITY CLAIMS MADE	PY/20-0012	1/24/2020	1/24/2021	EACH ACCIDENT	\$6,000,000
					MEDICAL EXP (any one person)	
					FIRE LEGAL LIABILITY	\$50,000
					GENERAL AGGREGATE	\$6,000,000
					PRODUCTS-COMP/ OPS AGG	

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

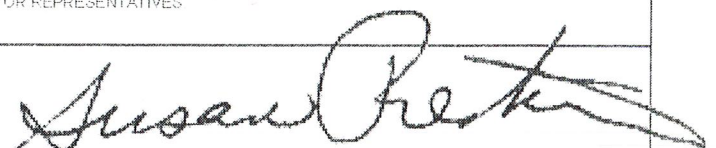
Certificate holder is additional insured as respects the following:

Date(s) of Display:	8/28/2020	The company issuing this policy has not been licensed by the State of Vermont and the rates charged have not been approved by the Commissioner of Insurance. Any default on the part of the insurer is not covered by the Vermont Insurance Guaranty Association.
Location:	160 Center Grove Rd., Weathersfield, VT	
Additional Insured:	Norman John & Patti Arrison (landowner & sponsor), Town of Weathersfield	
Rain Date(s):		
Type of Display:	Aerial Fireworks Display	

CERTIFICATE HOLDER

Norman John & Patti Arrison
P.O. Box 460
Ascutney, VT 05030

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.


AUTHORIZED REPRESENTATIVE

Town of Weathersfield, Vermont

Application for Fireworks Display

Sponsor of the Display: Norman John Arrison _____

Name of Sponsor's Authorized Representative: Norman John Arrison _____

Mailing Address: P.O. Box 460, Ascutney, VT 05030 _____

Phone Number: (802) 263-9405 _____ Email: wattsup@tds.net _____

Location of Display: 160 Center Grove Rd. - See Attached Site Map _____

Date of Display: 08/28/20 _____ Display Time: From Dusk _____ To Dusk _____

Details of Display: Consumer Style, UN labeled 1.4G ☐ yes Display Style, UN labeled 1.3G ☒ yes

Maximum Shell Size: 5" _____

Location of fireworks storage prior to discharge: In ATF approved magazines in East Montpelier, VT _____

Company Discharging the Display: Northstar Fireworks _____

Name of Company Representative: Dianna Jean (D.J.) Montague _____

The following is attached:

- ☒ Site Plan to scale with dimensions, noting launch area, safety zone, tree lines, audience area and parking.
- ☒ Description of the safety measures that will be employed, such as ease of accessibility by first responders, general fire protection measures, and security of the safety zone.
- ☒ Certificate of Liability Insurance: if display style, from the company discharging the fireworks; or, if consumer style, from the property owner.

Sponsor agrees that the Town of Weathersfield shall be held harmless for any personal injury or property damage that may occur from any permitted fireworks display. Sponsor and Authorized Representative agree by signing they have read and will comply with the Weathersfield Fireworks Policy and the pertinent Vermont State Statute.

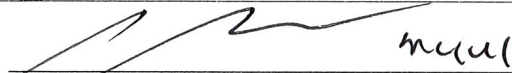
Signature of Sponsor's Authorized Representative

Date



05/21/2020 _____

Acknowledgements:


Weathersfield Police Chief


Weathersfield Fire Warden


Ascutney Volunteer Fire Department Fire Chief


West Weathersfield Volunteer Fire Department Fire Chief

Town Manager

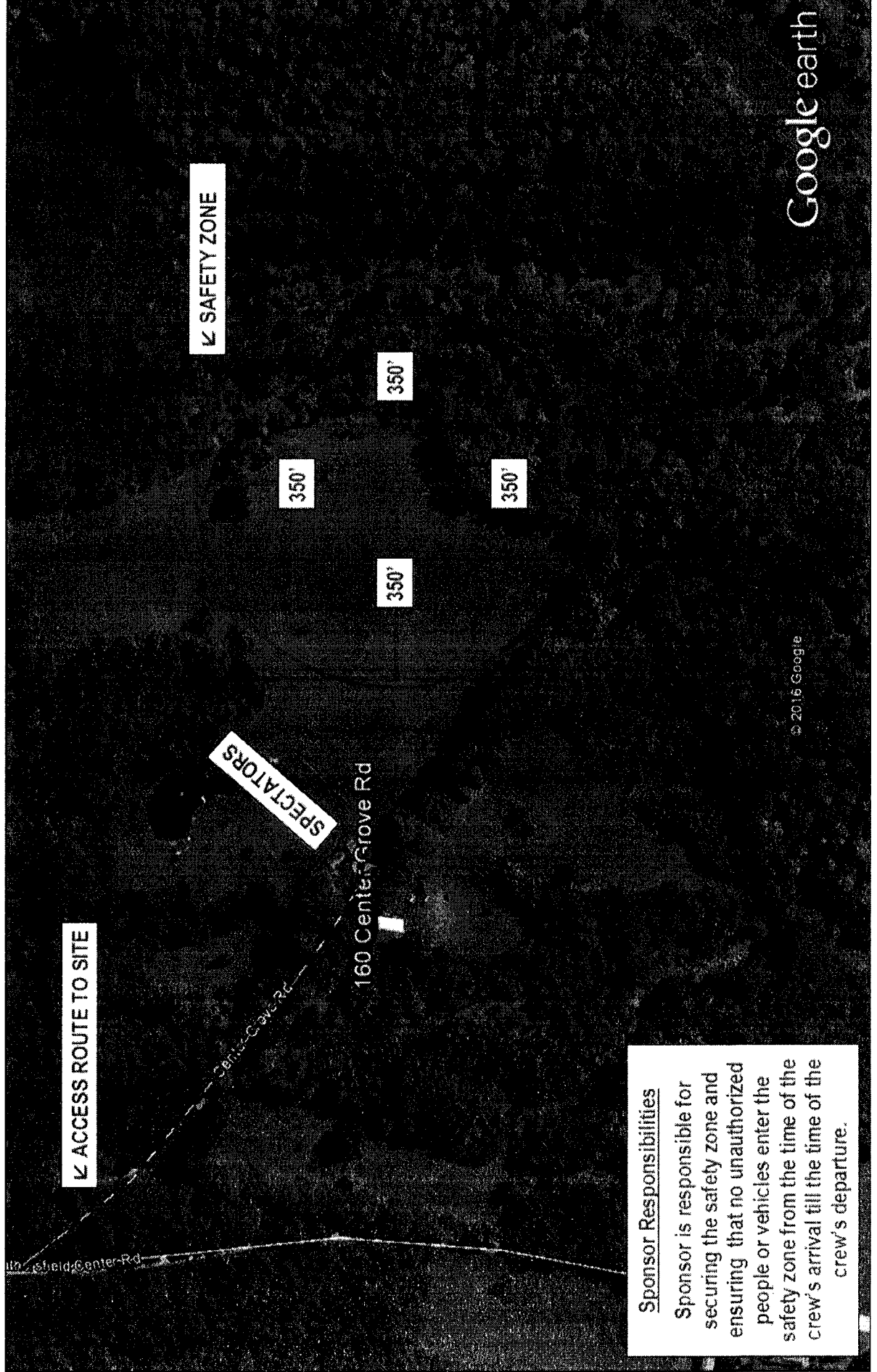
Action by Board: _____ Approved _____ Denied Date of Action: _____

Selectboard Chair

Terms and Conditions: If weather allows

Arrison, Norman John & Patti

160 Center Grove Rd., Ascutney, VT



Sponsor Responsibilities
Sponsor is responsible for securing the safety zone and ensuring that no unauthorized people or vehicles enter the safety zone from the time of the crew's arrival till the time of the crew's departure.

Proposed Safety Measures for Fireworks Display

Norman John Arrison

160 Center Grove Rd., Ascutney, VT 05030

August 28, 2020

- ★ Audience will be behind split rail fence
- ★ NFPA 1123 distances to the display will be met
- ★ Sponsor will provide perimeter security
- ★ Area of the display will be wet down before the event
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INSURER A: Underwriter's at Lloyd's, London

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INSURER D:

COVERAGES:

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CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (DD/MM/YY)	POLICY EXPIRATION DATE (DD/MM/YY)	LIMITS	
A	GENERAL LIABILITY CLAIMS MADE	PY/20-0012	1/24/2020	1/24/2021	EACH ACCIDENT	\$6,000,000
					MEDICAL EXP (any one person)	
					FIRE LEGAL LIABILITY	\$50,000
					GENERAL AGGREGATE	\$6,000,000
					PRODUCTS-COMP/ OPS AGG	

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS
Certificate holder is additional insured as respects the following:

Date(s) of Display:	8/28/2020	
Location:	160 Center Grove Rd., Weathersfield, VT	
Additional Insured:	Norman John & Patti Arrison (landowner & sponsor), Town of Weathersfield	
Rain Date(s):		The company issuing this policy has not been licensed by the State of Vermont and the rates charged have not been approved by the Commissioner of Insurance. Any default on the part of the insurer is not covered by the Vermont Insurance Guaranty Association.
Type of Display:	Aerial Fireworks Display	

CERTIFICATE HOLDER

Norman John & Patti Arrison
P.O. Box 460
Ascutney, VT 05030

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AUTHORIZED REPRESENTATIVE



FOR OFFICE USE ONLY

Beginning Date: _____
Expiration Date: _____
Resignation Date: _____
Entered: _____

Deputy Town Health Officer Recommendation Form

This is a: ☐ New Appointment ☐ Re-appointment

Is a resignation letter needed from previous Health Officer? ☐ Yes ☐ No

Start Date: _____ Town/Municipality: _____

County: _____ Full Name: _____

Home Delivery Address: _____
(DO NOT USE the Town Clerk Office or a Business for your Home Address)

Street Address for UPS Deliveries: _____

Email Address: _____

Telephone(s): W: _____ H: _____ Cell: _____

Education: High School ____ College ____ Other (list) _____

Professional Degree: ____ (e.g. MD, RN, DVM, DDS) Occupation: _____

Please give a brief statement noting why the select board believes the recommended individual will make a good Health Officer:

Signed: _____
Chair of the Local Board of Health Board Meeting Date

Print Name: _____

Return completed recommendation form to:
VT Department of Health / Environmental Health
108 Cherry Street • PO Box 70
Burlington, VT 05402

Brandon,

I would like to be considered for appointment as an alternate member of the Zoning Board.

Best regards,

deForest Bearse

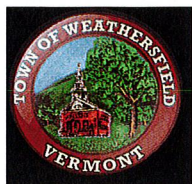
Please allow this correspondence to request re-election to the Zoning Board as an alternate.

Respectfully

Dave Gulbrandsen

Hi Brandon- Last I heard, Dave Gulbrandsen had not been appointed as an alternate to the zoning board. He said he'd volunteered for that position a couple of months ago but had not been notified of being selected. Can you tell me if he has or has not been appointed, and if he hasn't been, is there any problem with the board appointing him, that you know of? I'd be happy to write a recommendation to the board if you see any problems with his appointment (Which may have just got lost in the bureaucracy). Thanks , Willis Wood, ZBA Chair

Meeting date June 15, 2020
 AP warrant date 06/10/20
 Payroll warrant date 1 06/04/20
 Payroll warrant date 2 06/11/20



TOWN OF WEATHERSFIELD, VERMONT

Warrants for Meeting of June 15, 2020

	Check Date	Payroll	Operating Expenses
General Fund			
	06/04/20	\$8,181.09	
	06/11/20	\$7,657.54	
AP	6/10/2020		\$79,287.69
Total		\$15,838.63	\$79,287.69
Highway Fund			
	06/04/20	\$4,115.41	
	06/11/20	\$4,307.39	
AP	6/10/2020		\$12,799.83
		\$8,422.80	\$12,799.83
Solid Waste Mgmt Fund			
	06/04/20	\$767.78	
	06/11/20	\$745.41	
AP	6/10/2020		\$8,244.95
Total		\$1,513.19	\$8,244.95
Library	06/04/20	\$899.77	
	06/11/20	\$899.77	
Total		\$1,799.54	\$0.00
Grants			\$672.43
Special Revenue			\$0.00
Reserves			
Long Term Debt			
Grand Totals		\$27,574.16	\$101,004.90

Selector

To the Treasurer of the Town of Weathersfield, we hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$128,579.06. Let this be your order for the payments of these amounts.

06/10/20

Town of Weathersfield Accounts Payable

Page 1 of 3

01:59 pm

Check Warrant Report # 19260 Current Prior Next FY Invoices For Fund (General Fund)

Account

For Check Acct 1(General Fund) All check #s 06/02/20 To 06/10/20

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
ASVFD	ASCUTNEY VOL. FIRE DEPT.	04/10/20	Hand Sanitizer 5613-15	11-7-205-31.00 Emergency Management	80.51	222527	06/10/20
BIBENS	BIBENS HOME CENTER INC.	05/23/20	Couple, elbow 238274/1	11-7-207-30.00 WWVFD Funding	4.78	222529	06/10/20
BIBENS	BIBENS HOME CENTER INC.	05/05/20	Battery, torch trigger L41125/1	11-7-207-30.00 WWVFD Funding	66.96	222529	06/10/20
BIBENS	BIBENS HOME CENTER INC.	05/23/20	Pipe PVC L43272/1	11-7-207-30.00 WWVFD Funding	15.99	222529	06/10/20
BIBENS	BIBENS HOME CENTER INC.	05/25/20	Nozzle gun L43382/1	11-7-201-24.00 Police-Equipment and Supp	40.48	222529	06/10/20
BIBENS	BIBENS HOME CENTER INC.	06/05/20	Mark Paint, RIng wax L44603/1	11-7-201-24.00 Police-Equipment and Supp	11.86	222529	06/10/20
BIBENS	BIBENS HOME CENTER INC.	06/05/20	Mark Paint, RIng wax L44603/1	11-7-101-20.00 GF-Office Supplies	19.41	222529	06/10/20
BIBENS	BIBENS HOME CENTER INC.	06/08/20	Paint for park post L44845/1	11-7-302-38.10 Parks & Recreation Commis	36.08	222529	06/10/20
CANON	CANON	06/01/20	PC & TC Copier lease 21494498	11-7-103-18.00 TC-Copier Usage/Supplies/	49.00	222531	06/10/20
CANON	CANON	06/01/20	PC & TC Copier lease 21494498	11-7-201-20.00 Police-Office Supplies	33.00	222531	06/10/20
COMPETIT	CCI MANAGED SERVICES	06/03/20	June 20 Services CW-48633	11-7-101-25.05 GF-IT Services	1833.77	222533	06/10/20
COMCASTBU	COMCAST BUSINESS	06/01/20	WWVFD May 20 0009194	11-7-207-30.00 WWVFD Funding	143.86	222535	06/10/20
COMCASTBU	COMCAST BUSINESS	06/01/20	WWVFD May 20 0009194	11-7-207-30.00 WWVFD Funding	-143.82	222535	06/10/20
COMCASTBU	COMCAST BUSINESS	06/02/20	Office Internet May20 0106826	11-7-101-31.00 GF-Telephone	333.10	222535	06/10/20
COMCASTBU	COMCAST BUSINESS	06/02/20	Office Internet May20 0106826	11-7-101-31.00 GF-Telephone	-41.27	222535	06/10/20
FAIRPOINT	CONSOLIDATED COMMUNICATIO	06/01/20	May 20 1879 School hse 6745347MAY20	11-7-302-39.00 1879 School house Maint	46.06	222536	06/10/20
CVC	CVC PAGING	05/15/20	Battery 10365908	11-7-207-30.00 WWVFD Funding	92.95	222537	06/10/20
DANA ELC	DANA ELECTRICL & MAINTENA	05/26/20	Fix meter socket 1868	11-7-207-30.00 WWVFD Funding	518.50	222538	06/10/20
LYNNETTE	ESTY, LYNNETTE	05/31/20	Permit inspections 052820MEMORI	11-7-104-29.00 Expense Reimbursement	13.23	222540	06/10/20
LYNNETTE	ESTY, LYNNETTE	06/01/20	Mileage 06/01/20 06120MILEAGE	11-7-104-29.00 Expense Reimbursement	14.78	222540	06/10/20
LYNNETTE	ESTY, LYNNETTE	05/25/20	Mileage to put up memoria MDFLAGMILEAG	11-7-302-38.89 Memorial Day	45.66	222540	06/10/20
GOLDEN	GOLDEN CROSS AMBULANCE IN	06/01/20	June 20 JUNE 20	11-7-204-45.00 Golden Cross Ambulance	1859.00	222544	06/10/20
GMP	GREEN MOUNTAIN POWER	06/10/20	May 20 P'ville school 200002MAY20	11-7-302-39.00 1879 School house Maint	57.73	222547	06/10/20
GMP	GREEN MOUNTAIN POWER	06/10/20	DH May 20 587572MAY 20	11-7-205-31.10 Fire Hydrant El Service	27.12	222547	06/10/20
GMP	GREEN MOUNTAIN POWER	06/10/20	200008WWVFD may 20 MAY20WWVFD	11-7-207-30.00 WWVFD Funding	207.81	222547	06/10/20

06/10/20

Town of Weathersfield Accounts Payable

Page 2 of 3

01:59 pm

Check Warrant Report # 19260 Current Prior Next FY Invoices For Fund (General Fund)

Account

For Check Acct 1(General Fund) All check #s 06/02/20 To 06/10/20

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
JAYCOR	JAYCOR APPRAISALS	05/28/20	Abbott Property 20209	11-7-101-43.15 GF-Legal : Town Forest Ac	400.00	222549	06/10/20
LAWSON	LAWSON PRODUCTS, INC	05/18/20	face masks 9307592526	11-7-205-31.00 Emergency Management	325.85	222550	06/10/20
LEAF	LEAF	05/31/20	Copier lease 10690109	11-7-101-44.00 GF-Copier Lease	311.50	222551	06/10/20
MCKESS	MCKESSON MEDICAL-SURGICAL	05/13/20	Supplies 04463224	11-7-207-30.00 WWVFD Funding	268.20	222552	06/10/20
MCKESS	MCKESSON MEDICAL-SURGICAL	05/17/20	Pencil soft case 04780310	11-7-207-30.00 WWVFD Funding	12.22	222552	06/10/20
NE MUN	NEMRC	06/01/20	Annual Disater Recovery 45780	11-1-030-00.00 Prepaid Expenses & Insr	671.96	222555	06/10/20
NE MUN	NEMRC	06/01/20	CAMA Disater Recovery agr 45803	11-1-030-00.00 Prepaid Expenses & Insr	671.96	222555	06/10/20
OREILLY	O'REILLY AUTO PARTS	06/30/20	Oil and car wash 5683230351	11-7-201-51.00 Gas and Oil	75.94	222556	06/10/20
VTAGHUMAN	OFFICE OF CHILD SUPPORT	06/04/20	Payroll Transfer PR-06/04/20	11-2-011-07.00 Garnishments	327.84	222557	06/10/20
VTAGHUMAN	OFFICE OF CHILD SUPPORT	06/11/20	Payroll Transfer PR-06/11/20	11-2-011-07.00 Garnishments	327.84	222557	06/10/20
ROCELE	ROCKINGHAM ELECTRICAL SUP	05/12/20	100W Pend Lt fix S3166196.001	11-7-302-39.00 1879 School house Maint	2198.06	222559	06/10/20
SECUR	SECURSHRED	06/04/20	June 20 pick up 336656	11-7-101-20.00 GF-Office Supplies	22.00	222561	06/10/20
SWCRP	SOUTHERN WINDSOR COUNTY R	04/30/20	April 20 Consultant 3	11-7-105-25.00 Land Use-Consultant	900.00	222562	06/10/20
SWCRP	SOUTHERN WINDSOR COUNTY R	06/10/20	March 20 hrs 30 ZON-MAR20	11-7-105-25.00 Land Use-Consultant	900.00	222562	06/10/20
TERR	TERRILL, SUSANNE	05/31/20	Pizza for Emerg Mgt 052820PIZZA	11-7-101-20.00 GF-Office Supplies	12.99	222564	06/10/20
TERR	TERRILL, SUSANNE	05/31/20	Pizza for Emerg Mgt 052820PIZZA	11-7-205-31.00 Emergency Management	69.22	222564	06/10/20
TOWNWEATH	TOWN OF WEATHERSFIELD	06/04/20	Payroll Transfer PR-06/04/20	11-2-011-15.00 Miscellaneous Deduction	119.70	222565	06/10/20
VLCTPRO1	VLCT PACIF	05/29/20	1st QTRFY21 1STQTRFY21	11-1-030-00.00 Prepaid Expenses & Insr	29113.00	222567	06/10/20
VLCTPRO1	VLCT PACIF	05/01/20	Add AVFD new(used) truck 31038AVFDTRU	11-7-205-48.00 Fire- Insurance	441.00	222567	06/10/20
VLCTPRO1	VLCT PACIF	04/03/20	WC Audit 31094	11-7-601-16.00 Library-Workmen's Comp	27.26	222567	06/10/20
VLCTPRO1	VLCT PACIF	04/03/20	WC Audit 31094	11-7-101-16.00 GF-Workmen's Compensation	168.91	222567	06/10/20
VLCTPRO1	VLCT PACIF	04/03/20	WC Audit 31094	11-7-201-16.00 Police-Workmen's Compensa	74.75	222567	06/10/20
VLCTPRO1	VLCT PACIF	04/03/20	WC Audit 31094	11-7-101-10.25 GF-Water Clerical	3.12	222567	06/10/20
VOWP	VT OFFENDER WORK PROGRAMS	05/31/20	Envelopes Town PR9523	11-7-101-20.00 GF-Office Supplies	48.47	222568	06/10/20
WBMASON	WB MASON CO INC	05/31/20	Water IS1132715	11-7-101-20.00 GF-Office Supplies	22.89	222569	06/10/20

06/10/20

Town of Weathersfield Accounts Payable

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01:59 pm

Check Warrant Report # 19260 Current Prior Next FY Invoices For Fund (General Fund)

Account

For Check Acct 1 (General Fund) All check #s 06/02/20 To 06/10/20

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
WEXBANK	WEX BANK	06/01/20	AVFD#2 Gas 6	11-7-206-51.00 AVFD Fuel	286.86	222570	06/10/20
COTYTX	WINDSOR COUNTY TREASURER	06/01/20	FY21 Bond Pymt FY21 BOND PY	11-1-030-00.00 Prepaid Expenses & Insr	26086.00	222571	06/10/20
PRUDEN	PRUDENTIAL RETIREMENT	06/04/20	Payroll Transfer PR-06/04/20	11-2-011-11.00 Deferred Compensation	160.50 E	1546	06/04/20
PRTAXES	IRS - PAYROLL TAXES	06/04/20	Payroll Transfer PR-06/04/20	11-2-011-02.00 Social Security W/H	3121.78 E	1547	06/04/20
PRTAXES	IRS - PAYROLL TAXES	06/04/20	Payroll Transfer PR-06/04/20	11-2-011-01.00 Federal Income Tax W/H	1986.80 E	1547	06/04/20
PRTAXES	IRS - PAYROLL TAXES	06/11/20	Payroll Transfer PR-06/11/20	11-2-011-02.00 Social Security W/H	2908.90 E	1548	06/10/20
PRTAXES	IRS - PAYROLL TAXES	06/11/20	Payroll Transfer PR-06/11/20	11-2-011-01.00 Federal Income Tax W/H	1855.62 E	1548	06/10/20

Report Total

79287.69
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Town of Weathersfield Accounts Payable

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01:59 pm

Check Warrant Report # 19260 Current Prior Next FY Invoices For Fund (Highway Fund)

Account

For Check Acct 1 (General Fund) All check #s 06/02/20 To 06/10/20

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
BIBENS	BIBENS HOME CENTER INC.	06/02/20	Fasteners L44217/1	12-7-101-52.00 Repairs & Supplies	2.50	222529	06/10/20
BRENNTA	BRENNTAG LUBRICANTS	05/19/20	Grease 6634025	12-7-101-52.00 Repairs & Supplies	628.05	222530	06/10/20
BRENNTA	BRENNTAG LUBRICANTS	05/19/20	Fluid film 6634035	12-7-101-52.00 Repairs & Supplies	144.09	222530	06/10/20
BRENNTA	BRENNTAG LUBRICANTS	05/19/20	Oil 6634042	12-7-101-52.00 Repairs & Supplies	114.42	222530	06/10/20
BRENNTA	BRENNTAG LUBRICANTS	06/02/20	Grease 6641357	12-7-101-52.00 Repairs & Supplies	98.40	222530	06/10/20
CENTRAL E	CENTRAL EQUIPMENT OF CNY,	06/02/20	Custom Spray bar 7564	12-7-101-52.00 Repairs & Supplies	512.88	222534	06/10/20
F W WEBB	FW WEBB COMPANY	06/08/20	supplies 67406599	12-7-101-52.00 Repairs & Supplies	62.51	222541	06/10/20
FOLEY	Foley Services, Inc.	06/03/20	Uniforms 2/25 HW 1298814	12-7-101-15.20 Uniforms & Cleaning	75.33	222542	06/10/20
FOLEY	Foley Services, Inc.	06/03/20	Uniforms 03/03 HW 1300192	12-7-101-15.20 Uniforms & Cleaning	75.33	222542	06/10/20
GLOB	GLOBAL MONTELLO GROUP	05/31/20	May 20 Gas 257197	12-7-101-51.20 Gasoline	268.16	222543	06/10/20
GORMAN	GORMAN GROUP, LLC	05/27/20	4587 gallons Calcium 11011166	12-7-101-58.30 Chloride	4128.30	222546	06/10/20
GMP	GREEN MOUNTAIN POWER	06/10/20	HW May 20 200006MAY 20	12-7-101-30.00 Electricity	142.28	222547	06/10/20
LAWSON	LAWSON PRODUCTS, INC	05/19/20	Supplies 9307601528	12-7-101-52.00 Repairs & Supplies	231.39	222550	06/10/20
LAWSON	LAWSON PRODUCTS, INC	05/22/20	Swivel crimp 9307604289	12-7-101-52.00 Repairs & Supplies	29.88	222550	06/10/20
MCMASTER	MCMASTER-CARR	04/22/20	Steel pipe fitting 38512720	12-7-101-52.00 Repairs & Supplies	22.48	222553	06/10/20
RAY MOORE	MOORE, RAY	06/01/20	Mileage 06/03/20 060320MILEAG	12-7-101-50.00 Expense Reimbursement	11.04	222554	06/10/20
S.G.REED	REED TRUCK SERVICES INC	05/28/20	International fan belt 1041	12-7-101-52.00 Repairs & Supplies	554.89	222558	06/10/20
SANEL	SANEL NAPA SPRINGFIELD	06/02/20	Oil filter 453592510	12-7-101-52.00 Repairs & Supplies	126.82	222560	06/10/20
STPIERRE	ST. PIERRE INC.	05/31/20	Gravel 05/19-05/27/20 1005120	12-7-101-58.26 Gravel Purchase	5175.47	222563	06/10/20
U1ST	UNIFIRST	05/29/20	HW uniforms 0354489548	12-7-101-15.20 Uniforms & Cleaning	104.20	222566	06/10/20
U1ST	UNIFIRST	06/05/20	Uniforms 060520 0354491584	12-7-101-15.20 Uniforms & Cleaning	131.03	222566	06/10/20
VLCTPRO1	VLCT PACIF	04/03/20	WC Audit 31094	12-7-101-16.00 Workmen's Compensation	160.38	222567	06/10/20

Vendor	Invoice	Invoice Description		Amount	Check	Check
	Date	Invoice Number	Account	Paid	Number	Date
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Report Total				12799.83	=====	

06/10/20

Town of Weathersfield Accounts Payable

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01:59 pm

Check Warrant Report # 19260 Current Prior Next FY Invoices For Fund (Special Revenue)

Account

For Check Acct 1(General Fund) All check #s 06/02/20 To 06/10/20

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
EAST	05/08/20	Sigs FY20 Pacif Grant 44684	15-7-208-01.00 GF-VLCT-PACIF Grant	672.43	222539	06/10/20
Report Total				672.43		

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Town of Weathersfield Accounts Payable

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01:59 pm

Check Warrant Report # 19260 Current Prior Next FY Invoices For Fund (Solid Waste)

Account

For Check Acct 1(General Fund) All check #s 06/02/20 To 06/10/20

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
BESTSEPTI	BEST SEPTIC SERVICE LLC	06/01/20	June 20 Port a potty 21360	21-7-101-45.00 Contractual Rental Expens	110.00	222528	06/10/20
GOBIN	CASELLA WASTE SERVICES	05/26/20	PU 05/20-05/21 564210	21-7-102-45.00 Zero Sort contain &Tipp	288.92	222532	06/10/20
GOBIN	CASELLA WASTE SERVICES	05/26/20	PU 05/20-05/21 564210	21-7-102-45.00 Zero Sort contain &Tipp	335.57	222532	06/10/20
GOBIN	CASELLA WASTE SERVICES	05/26/20	PU 05/20-05/21 564210	21-7-101-45.10 C&D Tippage	701.75	222532	06/10/20
GOBIN	CASELLA WASTE SERVICES	05/26/20	PU 05/20-05/21 564210	21-7-101-45.25 Trash Container charge	245.00	222532	06/10/20
GOBIN	CASELLA WASTE SERVICES	05/26/20	PU 05/20-05/21 564210	21-7-101-45.05 Trash-Tippage	1364.75	222532	06/10/20
GOBIN	CASELLA WASTE SERVICES	05/26/20	PU 05/20-05/21 564210	21-7-101-45.26 C&D-Container Charge	490.00	222532	06/10/20
GOBIN	CASELLA WASTE SERVICES	06/01/20	Trash PU 05/28-05/31 566240	21-7-102-45.00 Zero Sort contain &Tipp	288.92	222532	06/10/20
GOBIN	CASELLA WASTE SERVICES	06/01/20	Trash PU 05/28-05/31 566240	21-7-102-45.00 Zero Sort contain &Tipp	301.16	222532	06/10/20
GOBIN	CASELLA WASTE SERVICES	06/01/20	Trash PU 05/28-05/31 566240	21-7-101-45.05 Trash-Tippage	1980.39	222532	06/10/20
GOBIN	CASELLA WASTE SERVICES	06/01/20	Trash PU 05/28-05/31 566240	21-7-101-45.10 C&D Tippage	455.27	222532	06/10/20
GOBIN	CASELLA WASTE SERVICES	06/01/20	Trash PU 05/28-05/31 566240	21-7-101-45.25 Trash Container charge	490.00	222532	06/10/20
GOBIN	CASELLA WASTE SERVICES	06/01/20	Trash PU 05/28-05/31 566240	21-7-101-45.26 C&D-Container Charge	490.00	222532	06/10/20
COMCASTBU	COMCAST BUSINESS	06/02/20	May 20Transfer stat 0108400MAY 2	21-7-101-31.00 Telephone	209.50	222535	06/10/20
FOLEY	Foley Services, Inc.	06/03/20	Uniforms SW 02/25/20 1298815	21-7-101-15.00 Uniforms & Cleaning S.W.	13.46	222542	06/10/20
FOLEY	Foley Services, Inc.	06/03/20	Uniforms from 3/3/20 1300193	21-7-101-15.00 Uniforms & Cleaning S.W.	13.46	222542	06/10/20
GOOD	GOOD POINT RECYCLING	05/15/20	Non CED items 76017	21-7-102-45.01 Recycling Expense	142.20	222545	06/10/20
GMP	GREEN MOUNTAIN POWER	06/10/20	SW May 20 2000009MAY20	21-7-101-30.00 Electricity	122.24	222547	06/10/20
GRO	GROW COMPOST OF VERMONT L	05/31/20	May 20 Compost 11061	21-7-102-45.01 Recycling Expense	112.67	222548	06/10/20
VLCTPRO1	VLCT PACIF	04/03/20	WC Audit 31094	21-7-101-16.00 Workmen's Compensation	17.58	222567	06/10/20
VOWP	VT OFFENDER WORK PROGRAMS	06/01/20	Custom Sign Aluminum TS SS5210	21-7-101-20.00 Supplies	72.11	222568	06/10/20

01:59 pm

Check Warrant Report # 19260 Current Prior Next FY Invoices For Fund (Solid Waste)
For Check Acct 1(General Fund) All check #s 06/02/20 To 06/10/20

Account

Vendor	Invoice Date	Invoice Number	Description Account	Amount Paid	Check Number	Check Date

Report Total				8244.95		
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06/02/20
03:40 pm

Town of Weathersfield Payroll
Check Warrant Report #
Check date 06/04/20 to 06/04/20 Departments 111 to 111

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payroll

Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
CONGDONJ	CONGDON, JENNIFER B.		47811	06/04/20	47.62	0.00
DANGOF	DANGO, FLORA ANN	E	12512	06/04/20	0.00	711.17
DANIELSWI	DANIELS, WILLIAM J.	E	12513	06/04/20	0.00	1164.81
ESTYLYNNE	ESTY, LYNNETTE A.	E	12515	06/04/20	0.00	421.43
GRAHAMJ	GRAHAM, JOHN J.	E	12516	06/04/20	0.00	363.95
GULNICKB	GULNICK, BRANDON W.	E	12517	06/04/20	0.00	996.47
HIERCA	HIER, CAROLYN A.	E	12518	06/04/20	0.00	523.51
HIERS	HIER, STEVE A.	E	12519	06/04/20	0.00	148.58
KELLY	KELLY, DARLENE R.	E	12521	06/04/20	0.00	885.11
MORANCY	MORANCY, WALTER W.	E	12525	06/04/20	0.00	857.86
SMITH	SMITH, STEVEN		47813	06/04/20	127.87	0.00
STAPLENIC	STAPLETON, NICKOLAS E.	E	12528	06/04/20	0.00	725.49
TERRILL	TERRILL, SUSANNE	E	12530	06/04/20	0.00	706.93
WHIDDEN	WHIDDEN, BERT C.	E	12533	06/04/20	0.00	500.29
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					175.49	8005.60
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06/08/20
03:12 pm

Town of Weathersfield Payroll
Check Warrant Report #
Check date 06/11/20 to 06/11/20 Departments 111 to 111

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payroll

Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
CONGDONJ	CONGDON, JENNIFER B.		47815	06/11/20	167.32	0.00
DANGOF	DANGO, FLORA ANN	E	12535	06/11/20	0.00	711.17
DANIELSWI	DANIELS, WILLIAM J.	E	12536	06/11/20	0.00	977.67
ESTYLYNNE	ESTY, LYNNETTE A.	E	12538	06/11/20	0.00	611.19
GRAHAMJ	GRAHAM, JOHN J.	E	12539	06/11/20	0.00	363.95
GULNICKB	GULNICK, BRANDON W.	E	12540	06/11/20	0.00	996.47
HIERCA	HIER, CAROLYN A.	E	12541	06/11/20	0.00	540.89
HIERS	HIER, STEVE A.	E	12542	06/11/20	0.00	148.58
KELLY	KELLY, DARLENE R.	E	12544	06/11/20	0.00	885.11
MORANCY	MORANCY, WALTER W.	E	12548	06/11/20	0.00	857.86
SMITH	SMITH, STEVEN		47817	06/11/20	127.87	0.00
STAPLENIC	STAPLETON, NICKOLAS E.	E	12551	06/11/20	0.00	46.33
TERRILL	TERRILL, SUSANNE	E	12553	06/11/20	0.00	688.93
WHIDDEN	WHIDDEN, BERT C.	E	12556	06/11/20	0.00	534.20
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					295.19	7362.35
					=====	=====

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06/02/20
03:40 pm

Town of Weathersfield Payroll
Check Warrant Report #
Check date 06/04/20 to 06/04/20 Departments 121 to 121

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payroll

Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
ESTYJO	ESTY, JOHN W.	E 12514	06/04/20	0.00	637.58
HUNTDON	HUNTLEY, DONALD A.	E 12520	06/04/20	0.00	550.93
LIVAS	LIVAS, PHILLIP A.	E 12522	06/04/20	0.00	546.47
LONGTIN	LONGTIN, ALEXANDER J.	E 12523	06/04/20	0.00	425.94
MOORER	MOORE, RAY A.	E 12524	06/04/20	0.00	670.69
PIPE	PIPE, SCOTT	E 12526	06/04/20	0.00	550.12
STAPLETON	STAPLETON, RAY E.	E 12529	06/04/20	0.00	733.68
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				0.00	4115.41
				=====	=====

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06/08/20
03:13 pm

Town of Weathersfield Payroll
Check Warrant Report #
Check date 06/11/20 to 06/11/20 Departments 121 to 121

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payroll

Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
ESTYJO	ESTY, JOHN W.	E 12537	06/11/20	0.00	714.53
HUNTDON	HUNTLEY, DONALD A.	E 12543	06/11/20	0.00	628.75
LIVAS	LIVAS, PHILLIP A.	E 12545	06/11/20	0.00	547.61
LONGTIN	LONGTIN, ALEXANDER J.	E 12546	06/11/20	0.00	432.23
MOORER	MOORE, RAY A.	E 12547	06/11/20	0.00	665.24
PIPE	PIPE, SCOTT	E 12549	06/11/20	0.00	547.42
STAPLETON	STAPLETON, RAY E.	E 12552	06/11/20	0.00	771.61
				-----	-----
				0.00	4307.39
				=====	=====

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06/02/20
03:40 pm

Town of Weathersfield Payroll
Check Warrant Report #
Check date 06/04/20 to 06/04/20 Departments 131 to 131

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payroll

Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
COLEMAN	COLEMAN, GLENNA J.	E 12511	06/04/20	0.00	111.45
RICHARDMA	RICHARDSON, MARK P.	E 12527	06/04/20	0.00	642.77
TOPOLSKI	TOPOLSKI, JUDITH A.	E 12532	06/04/20	0.00	145.55
				-----	-----
				0.00	899.77
				=====	=====

*****899.77

06/08/20
03:13 pm

Town of Weathersfield Payroll
Check Warrant Report #
Check date 06/11/20 to 06/11/20 Departments 131 to 131

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payroll

Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
COLEMAN	COLEMAN, GLENNA J.	E 12534	06/11/20	0.00	111.45
RICHARDMA	RICHARDSON, MARK P.	E 12550	06/11/20	0.00	642.77
TOPOLSKI	TOPOLSKI, JUDITH A.	E 12555	06/11/20	0.00	145.55
				-----	-----
				0.00	899.77
				=====	=====

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06/02/20
03:41 pm

Town of Weathersfield Payroll
Check Warrant Report #
Check date 06/04/20 to 06/04/20 Departments 211 to 211

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payroll

Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
-----	-----	-----	-----	-----	-----
MERICLE J	MERICLE, JAMES S.	47812	06/04/20	281.23	0.00
WATERST	WATERS, TYLER M.	47814	06/04/20	486.55	0.00
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				767.78	0.00
				=====	=====

*****767.78

06/08/20
03:13 pm

Town of Weathersfield Payroll
Check Warrant Report #
Check date 06/11/20 to 06/11/20 Departments 211 to 211

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payroll

Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
MERICLE J	MERICLE, JAMES S.	47816	06/11/20	171.25	100.00
WATERST	WATERS, TYLER M.	47818	06/11/20	474.16	0.00
				-----	-----
				645.41	100.00
				=====	=====

*****745.41