

TOWN OF WEATHERSFIELD, VERMONT
SELECTBOARD

**Selectboard Agenda
Martin Memorial Hall
5259 Route 5, Ascutney, VT 05030
Monday, December 3rd, 2018
7:00 P.M.
REGULAR MEETING**

1. Call to Order
2. Zoning Bylaws Hearing
3. Comments from Selectboard and Town Manager
4. Comments from Citizens on Topics not on Agenda
5. Review Minutes from Previous Meeting(s) 11/8/2018 and 11/19/2018
6. Cady Hill Reclassification Decision
7. Police Department Update
8. Discussion Police Contracted Services
9. Municipal Fire Discussion
10. Budget Discussion
 - a. Fire Department Budget
 - b. Land Use
 - c. Overview
 - d. Highway Budget- Center Road Paving discussion
11. Approve Better Connections Grant
12. Request Use of Reserves to Implement New Phone System
13. Appointments
 - a. Budget Committee (Four Openings)
 - b. CRJC Mt Ascutney Subcommittee
 - c. Conservation Commission (One Opening)
 - d. Fence Viewer (Three Openings)
 - e. Planning Commission (4-year term)
 - f. Zoning Board of Adjustment
14. Approve Warrant
15. Executive Session as per 1 V.S.A. § 313 (3) ((E) AVFD Possible Litigation and
(B) Personnel Issues)

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16. Future Agenda Items
 - Town Forest Presentation
 - Ordinance Hearing
 - Ordinance Review
 - Fire Services Reimbursement
 - HazMat Materials Response
17. Adjourn



TOWN OF WEATHERSFIELD

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

(802)674-2626

P.O. BOX 550 ASCUTNEY, VT 05030

townmanager@weathersfield.org

October 10, 2018

To: Selectboard

Subject: Zoning Bylaw Hearing

NOTICE OF PUBLIC HEARING

In accordance with the provisions of 24 V.S.A. §§ 4441(d) and 4444, of the Vermont Statutes Annotated, the Selectboard for the Town of Weathersfield, Vermont, will hold a public hearing on Monday, December 3, 2018, at 7:00P.M., in the Weathersfield Town Office, at 5259 Route 5 in Ascutney, Vermont, to hear public comments on the adoption of the following bylaws:

- (1) Habitat Areas
- (2) Building Height, Structure Height
- (3) Compliance with Federal and State Law
- (4) Accessory Dwelling Unit

Statement of Purpose

The above referenced bylaws have been proposed in order to better achieve the objectives in the 2017 Weathersfield Town Plan.

Geographic Areas Affected

The entire Town of Weathersfield is affected by this amendment.

The full text of the above bylaws and written report is available for inspection at the Weathersfield Town Office.

Planning Commission Reporting Form for Municipal Bylaw Amendments

Town of Weathersfield, VT

Proposed amendments to the *Town of Weathersfield Zoning Bylaws*

This report is in accordance with 24 V.S.A. §4441(c) which states: *“When considering an amendment to a bylaw, the planning commission shall prepare and approve a written report on the proposal.”*

The above referenced proposed bylaws are summarized as follows:

1. Brief explanation of the proposed bylaw, amendment or repeal; and a statement of purpose as required for notice under §4444 of this title:

A number of changes are being proposed by the Planning Commission to clarify a few existing zoning provisions and to make changes needed in order for the zoning to be in conformance with the *2017 Weathersfield Town Plan*. The proposed zoning changes are summarized below:

- The proposed Habitat Areas bylaw combines the Deer Wintering Habitat and Rare / Endangered Species bylaws. The bylaw has been modified to permit administrative rather than conditional use approval of certain development projects for which there are no other conditional use grounds. For developments in or within 300 feet of a mapped deer wintering habitat area, certain projects may be administratively approved by the Land Use Administrator if they will not require the removal of softwood trees. An additional administrative approval procedure has been established for other development proposals requiring removal of softwood trees in a mapped deer wintering habitat area, or development proposals in rare or endangered species habitat areas. This procedure requires obtaining a written statement from the Conservation Commission, and may include conditions set by the Conservation Commission as deemed appropriate to fulfilling the purpose of this bylaw. Permit applications falling under this procedure will either be administratively approved within 30 days of receipt, or alternatively sent to the Zoning Board of Adjustment for a conditional use hearing.
- The definition of building height has added specificity by requiring measurements to occur from the lowest visible foundation point or the lowest floor with exterior access, whichever is lower, to the highest point on the roof.
- The proposed Federal / State law clause expressly requires that in cases of inconsistency or incompatibility between Town bylaws and Federal and/or State law, that the Town bylaw be disregarded to the extent necessary to comply with Federal and/or State law.
- The Accessory Dwelling Unit bylaw amends the existing bylaw to permit structures up to 600 square feet, even if they are larger than 30% of the size of the principal structure. The proposed new bylaw also expressly limits each parcel to one accessory dwelling unit, and eliminates the necessity of a structure being attached to the principal

structure by eliminating the previous definition of “appurtenant” from the bylaws, which required that the structure be physically attached.

2. **How does the proposal conform with or further the goals and policies contained in the municipal plan, including the effect of the proposal on the availability of safe and affordable housing:**

Most of the proposed changes are intended specifically to further goals and policies contained in the *2017 Weathersfield Town Plan*. These goals and policies generally include promoting home-based businesses, preserving the rural character of the town including the dark night sky, and revitalizing the village centers. The changes will reduce the burden on applicants seeking to develop parcels in or near deer wintering habitat areas while maintaining existing protections.

3. **Is the proposal compatible with the proposed future land uses and densities of the municipal plan:**

Yes, the proposed amendment is consistent with the future land uses identified in the Town Plan. These proposed changes aim to help revitalize the village centers and reduce the burden associated with the permitting process.

4. **How does the proposal carry out, as applicable, any specific proposals for any planned community facilities:**

This proposal does not directly apply to any specific proposals for planning community facilities.

Full text of bylaws to be considered at 3 December 2018 Weathersfield Selectboard hearing

3.2.4 Habitat areas

(1) In all districts, development within 300 feet of a State designated deer wintering area shall be permitted as a conditional use subject to the following limitations:

(a) Any road or development shall be sited to have the least amount of negative impact on the viability of the deer wintering area; and

(b) An adequate amount of softwood cover shall be left undisturbed to ensure the viability of the area, whenever possible.

(2) In all districts, development in or near areas that have been designated by the State Department of Fish and Wildlife as:

- Significant natural communities;
- Natural/fragile areas; and/or
- near sites of plants or animals on the Vermont Endangered and Threatened Species list;

shall be permitted as a conditional use subject to the following limitations:

a) any road or development shall be sited to have the least amount of negative impact on the viability of the area;

b) applicants shall submit a plan for leaving the sensitive area undisturbed.

Applicants are encouraged to consult with the Department of Fish and Wildlife, Vermont Agency of Natural Resources, the Weathersfield Conservation Commission, and the study referred to in Section 3.2.2 of these bylaws, "1992 Biological Natural Areas of Weathersfield, Vermont".

(3) Notwithstanding anything to the contrary in these bylaws, any development which would be a conditional use exclusively due to subsection (1) or (2) or both of this bylaw, with no other grounds to establish it as a conditional use, may be administratively approved by the Land Use Administrator, subject to meeting the following conditions:

(a) Developments which are located in or within 300 feet of a State designated deer wintering area, and not within areas described in subsection (2) of this bylaw, may be administratively approved by the Land Use Administrator provided that the road and/or development will not require the removal of any softwood trees. The Land Use Administrator may consult the Agency of Natural Resources, the Conservation Commission, or other similar individuals or entities in establishing additional permit conditions as deemed necessary to meet the purpose of this bylaw, particularly when the proposed road or development is significant in scale.

(b) For all other developments, the following requirements apply to any application processed under this bylaw:

- (i) The Land Use Administrator shall immediately provide a copy of the application to the Conservation Commission. The Conservation Commission, or the Chair of the Conservation Commission, or their designee shall provide a written statement to the Land Use Administrator within thirty (30) days of receipt of a zoning permit application by the Land Use Administrator evaluating the likely impact of the proposed road or development against the requirements of subsection (1) and/or subsection (2) above, and subject to subsection (v) below;
- (ii) The Conservation Commission may elect to conduct a site visit prior to issuing any written statement;
- (iii) The Conservation Commission may attach any conditions to the development within its written statement as it deems necessary in order to fulfill the purpose of subsections (1) and (2), including but not limited to requiring comments from the Agency of Natural Resources, or requiring that the application be referred for consideration by the Zoning Board of Adjustment;
- (iv) The Land Use Administrator must include any conditions set by the Conservation Commission within its written statement as conditions of the zoning permit for any development to which this section applies. The Conservation Commission may include additional conditions to the development or amend its written statement or both upon receipt of comment from the Agency of Natural Resources, provided the requirements in subsection (v) below are satisfied;
- (v) No extension of time shall be granted under this section beyond the aforementioned thirty (30) day period. The Land Use Administrator may issue a permit immediately upon receipt of a written statement from the Conservation Commission. Additionally, prior to the receipt of a written statement, the Land Use Administrator may at any time refer the application to the Zoning Board of Adjustment and opt out of the procedure set forth in this subsection, unless the Conservation Commission has already specified a time in writing within the thirty (30) day period by which it intends to submit a final written statement, in which case the Land Use Administrator must wait until receipt of the final written statement and may not refer the application to the Zoning Board of Adjustment prior to this. If the Land Use Administrator elects to refer the application to the Zoning Board of Adjustment for a conditional use hearing after receipt of the final written statement, the Zoning Board of Adjustment must be provided with the final written statement prior to the hearing; and
- (vi) Any application denied under this section, or conditions attaching to any zoning permit issued under this section, may be appealed to the Zoning Board of Adjustment.

Building Height: The distance from the lowest floor with exterior access or the lowest visible foundation point (whichever is lower) to the highest point of the roof.

Structure Height: The distance from the average grade at the base of the structure to the highest point of the structure. Notwithstanding any other provision regarding setbacks in these bylaws, the setback

distance of any structure which is not considered a building (see definition) from an adjacent road or parcel must be greater than or equal to the structure height.

Compliance with Federal and State law

“Nothing in these Bylaws shall be construed to supersede or remove the necessity of compliance with State or Federal law. To the extent that these Bylaws are incompatible or inconsistent with State or Federal law, they shall be interpreted or disregarded to the extent necessary to comply with State or Federal law.”

4.1 Accessory Dwelling Unit

An accessory dwelling unit is an efficiency or one-bedroom apartment, located within or appurtenant to an owner-occupied single-family dwelling, that is clearly subordinate to a single-family dwelling, and that has facilities and provisions for independent living, including sleeping, food preparation, and sanitation, provided there is compliance with the General Standards in Section 4.1.2. See [24 V.S.A. § 4412\(1\)\(E\)](#) for further definition.

4.1.1 Definitions

- a) “Habitable Floor Area” shall include all areas of the residence except garages, workshops, storage rooms, decks and porches.

4.1.2 General Standards

- a) The property has sufficient water supply and wastewater capacity.
- b) The unit does not exceed the greater of 30 percent of the total habitable floor area of the single-family dwelling, or 600 square feet.
- c) Applicable setback, coverage, and parking requirements specified in the bylaws are met.
- d) The owner occupies either the primary or the accessory dwelling unit.
- e) A maximum of one (1) accessory dwelling unit is permitted per parcel.

Select Board Meeting Minutes 11/8/18

Select Board Meeting – Municipal Fire Department Work Session
Town Hall
Ascutney, VT
Thursday, October 18, 2018, 7:00 PM

Minutes:

Select Board Present:

Kelly Murphy
Peter Cole
Daniel Boyer
Tom Leach

Select Board Member Absent:

John Arrison

Town Manager: Ed Morris

Others Present:

Tim Austin, Paul Tillman, J. Compo, Josh Dauphin, Tracy Dauphin, Mychael Spaulding, Dave Picknell, Wanda Picknell, Ernie Shand

1) Call to Order:

Kelly Murphy called the meeting to order at 6:09 pm.

Kelly Murphy - At Monday's Select Board Meeting the Select Board voted to suspend the Fire Commission until after Town Meeting. We also invited all members of both Fire Departments to attend this meeting. We do have members from the WWFD here tonight, I am not seeing members from Ascutney so we will continue. At Monday nights meeting, based on the discussion that was had at the Fire Commission meeting (10/18/18) the decision was made to establish the 2nd Thursday of each month for the time being, to be a work session from 6-8 pm to identify all the moving pieces of moving to a municipal department. There was a vote on Monday night's Select Board meeting to move ahead with a municipal department. A second vote was taken to establish a budget for a Full Time Fire Chief and a third vote was taken to suspend the Fire Commission. Tonight, is the first working meeting. The second meeting of this session will be for 1 hour at the Select Board meeting. After tonight's meeting the next one will be the first Monday in December.

Ed Morris – We will be going through the fire budget at the meeting on 11/19/18 so there won't be a fire discussion in this sense, but we are going over the Fire Commission and the Municipal Fire budget together on that night so it might be something you want to show up for.

Kelly Murphy – The agenda for tonight is, Ed will do a brief introduction, we will have a brainstorming session and then Ed will review municipal fire report. It's been apparent in several of our meetings that some of the comments that are being asked are things that have been addressed in the fire study. We are going to do an abbreviated version of the presentation.

Josh Dauphin – I want to say Thank You to the board for Monday night and all of the information that was provided for the last 40 years and the 2 reports. It was a tough decision to take that first step.

Ed Morris – The only thing I wanted to do on the quick introduction, I do believe that I took it out of my review of the fire report, but while writing that fire report I was speaking with the Fire Chief in Swanzey, NH. He has been through 3 different mergers and has been the first Chief through 2 fire departments or a fire department and EMS agency. One of his recommendations was this meeting right here. It really needed to be a time where the 2 departments came together, I know we only have one here tonight, but to come together and ask these questions and try to formulate how a merger can start to happen. There are going to be little things that people get hung up on that they want to happen a certain way. It's good to just talk about these issues and why it's important to their department or a municipal department. This is why this meeting is put together once a month moving forward just to start, this meeting in particular is going to be trying to get a lot of those questions out so they can be researched or know what the questions are. I think it's just good to talk through it. The analogy I use is I picture this almost like a funnel, and we are going around in circles talking about the same things, but it seems like every time we go around, we are just a little bit closer than we were the last time. Sometimes it just takes the time to talk about it and talk about it. Hopefully we are getting to that and sometimes it's good, it's the same reason I am reviewing the same report that I've already given. It was a lot of information to throw out in one night. I'm sure people from both departments were for or against it and this information hit and you started on thinking. There is a lot of information out there do review it again and going through some of the same conversations over and over is not always a bad thing. I wanted to highlight that this meeting is for the departments to really start to get those questions out there and for the Select Board to start to get those questions out. Asking the questions now and some of the questions shouldn't be answered until we get a Fire Chief and maybe there are some that we think we should wait and as we have conversations, we decide the decisions need to be made. These are the things we need to start battling through. The more we talk about it the more I think it will be a smoother transition.

Tim Austin – Is there a projected time line that this is taking place?

Ed Morris – Right now we are looking at trying to get some budgets in place for Town Meeting. My projection for the Select Board was to do this pretty quickly and to make this change for the beginning of next Fiscal Year which is July. That may be a little over ambitious, it might be a few months after or 6 months after, I don't know.

Kelly – Ok so this is the question “As our town moves to a municipal Fire Department, what conversations are necessary?” What topics need to be addressed? We are brainstorming. We are going to do this in phases so tonight we will just put everything on paper and then we will go back to it and identify what needs to be addressed before town meeting.

J. Compo- It has been made very clear that one Fire Department is for, one Fire Department is against so my question is.

Who own's what motorized equipment. How much motorized equipment is necessary per ISO to maintain rating?

What do we do for a building if AVFD is not on board? Ascutney owns the fire station, the land is a lease from the State. The State would be willing to transfer the lease to the Town, but the building belong to the Ascutney Fire Association.

What do we do to consolidate equipment? Can we sell consolidated equipment to help offset the short fall for the first 1st year budget?

Can we sell off surplus? (Example: 3 sets of jaws)

Josh Dauphin – Need a list of inventories – nonmotorized from both departments.

Discussion of AVFD inventory of non-motorized equipment. I don't think there has been an actual answer if they will turn over the "loose" equipment and is there an option to sell it, is the Town going to purchase?

What does town do to purchase equipment?

Tim Austin – "Who owns the motorized equipment?"

Ed Morris – "It's kind of mixed. It depends, the 2 fire engines over there are primarily owned by the Town. The ladder truck is owned by Ascutney,"

Ernie Shand – "How much motorized equipment is needed to maintain our ISO rating?"

Ed Morris – "You need to be able to respond with 4,000 gallons of water in 5 minutes."

J. Compo - "How do we educate the town against misinformation?"

Tom Leach – "What negative impact, if any, would the move have on the volunteers themselves?"

Ed Morris – "I want to throw this out for you to think about, I did the research and I put this report together and a lot of this report is my recommendation. This doesn't mean this is the way it has to be done. So, if you guys have a different idea of how much apparatus we should have, please bring it forward. This is one person's opinion."

J. Compo – "Management style – how do you transition?"

Tom Leach – "A lot of it might have to be established ahead of time or is that something that would happen once a Chief is hired?"

Ed Morris- "This discussion would happen after."

J. Compo – “One of the issues for me is the Human Resources piece. (inaudible)”

Ed Morris – “If we went municipal, the Fire Chief would work for me. So, you could come to me or Susanne and talk to either one of us with any issues that are going on.

J. Compo “Timeline of transition if paid on-call is possible?”

One big piece in the Ed’s report was if we go to a municipal and the Chief is paid, they would be able to take the time to research grants as well. Some of these grants that we get will be able to offset some of the cost of a paid Chief”

Tim Austin – “I agree that if we had a full time Chief, they would have a lot more time to look into that kind of thing.”

Tom Leach – “They would have a lot more accountability also.”

Daniel Boyer – “Will there be new SOG’s developed? One set?”

Ed Morris – “I don’t want to get too far ahead, but I do think that is something that the new Chief should be involved in.”

J. Compo – “What will the hiring process look like? Similar to the Town Manager, Police Chief process previously done?”

Ed Morris – “We did a Board, we took members of the Highway Department that weren’t part of the application process and a few citizens at large and they went through the applications and the first interview process. As we weeded through applicants, they decided they didn’t want to do the interview process. I would think that we would do a similar process, a few fire fighters and citizens at large for that first part of the process.”

Kelly Murphy – “What will the qualifications of the position look like? Job description.”

Josh Dauphin – “Regarding the job description, who is creating that?”

Ed Morris - “I think we should work on it here at these meetings. I will do a lot of it from an HR aspect, but coming up with the qualifications and really drafting the job duties, I think that is a great conversation for these meetings.”

J. Compo – “Is there any reason why we can’t have 2 color trucks?”

Ed Morris – “I’ll add to that, it was one of those things that we should budget for in this budget, repainting and creating new badging the trucks, but I decided that I would not do that in the first year. It something we can discuss moving forward”

Josh Dauphin “What grants can be applied for to offset?”

J. Compo – “If you have 2 stations, do the FF need 2 sets of gear?”

Josh Dauphin – “This could be worked out when we are doing a turnover of gear. FDA is 10 years, but if we work on getting the rotation of people, we could have a primary set at their primary station and secondary set at the 2nd station.”

Tim Austin – “Will there be a dramatic tax increase?”

Josh Dauphin – “Do we have to provide housing?”

Tom Leach “What are the chief’s hours be? Would there be any overnight hours where we would have to house him in a bunk?”

Daniel Boyer – “How is this any different than the Police Chief?”

J. Compo – “Would we require the Fire Chief to live in town?”

Daniel Boyer – “We have stated that we would prefer in other jobs that they live in town. It was strongly suggested.”

J. Compo – “It’s written in our by laws that they live in town or an adjacent town.”

Josh Dauphin – “It does state that they have to be within a 15-minute drive to the station.”

Daniel Boyer – “Will the Fire Chief need a vehicle issued by the Town”

Ed Morris – “Again, I made a recommendation on that, but it doesn’t mean that’s what we need to do.”

Josh Dauphin – “We talked about consolidation of the trucks. Could we consider a used tanker?”
Could we get a state surplus? What is the State rotation of vehicles? Is it every 5 years?”

Tom Leach – “These are great questions and the only regret is that I would love to have more Ascutney members here to add to this list so that we can really whittle down what the issues are rather than “we don’t like it” that would really be good. So hopefully they will see these questions and encourage more communication back and forth.”

Ed Morris – “Do we need a full time, part time Chief based on needs?” As I said on Monday night, I do not think this decision should be financially driver, I think we should look at what our means are. As we build that job description, which style of management are we going to be able to recruit what we are looking for?”

J. Compo – “Can we incorporate other tasks to assist in hours?”

Ed Morris – “Other tasks will be available.”

Daniel Boyer – “The other thing that will be driving whether or not it’s a FT or PT is if there is someone out there and if they would be qualified.”

J. Compo – “You aren’t going to have the same qualifications for a Volunteer as you would a PT or FT Chief.”

Ed Morris – “I think we need to recognize that as we make the job description and I put that in my report if you look at it, if we have a volunteer Chief, we can’t have the same expectations for them as we would a FT or PT Chief.”

Kelly Murphy – “This is not a position that is for “any” Chief. This is not going to be for someone who is just willing to be a Fire Chief. This is a role for someone who can tolerate change, be flexible and take all of that input from everyone. This will be a specialized quality in an applicant. Someone who is not going to shy away from conflict and bring all these voices to the table together. You are going to take 2 potential sets of officers and meld them.”

J. Compo – “How do we prevent a loss of volunteers if AVFD doesn’t participate? And if AVFD doesn’t participate, how will the Town minimize the impact? We want to make sure that the townspeople are taken care of.”

Josh Dauphin – “I think that the advantage that we have here is that we have one department that did provide this service where we have at least one out of the two that’s here where we can definitely give work in that period of shoring up.”

J. Compo – “I agree, I think our group of committed people now is very beneficial to the Board and Town and I think that you will find that if you ask the townsfolk as you go through this transition.”

Ed Morris – “And it may not be the answer people want to hear, but as I was going through my research definitely Windsor and Springfield both said that as this transition happens, they will both help as much as they can.”

Kelly Murphy – “And I think we may experience a loss, but there are quite a few community members in this town that are former firefighters who may actually come out of the woodwork and want to participate again and get involved.”

How do we recruit those would like to return to serving?

Ed Morris – “That’s a good point. Recruitment should probably start before the transition actually takes place, we are already out looking for new firefighters whether they are past or brand new.

Josh Dauphin – “Ernie (Shand) you’ve been on Ascutney forever.”

Ernie Shand – “I came to town in 1973 and that’s when I joined the department and Cookie joined probably 20 years later and Danny joined sometime after that.”

Kelly Murphy – “You said in one of the meetings that this should have happened 30 years ago, so what would you have envisioned?”

Ernie Shand – “That’s my background. I came from a town that I think had 5 fire stations and you had a pay truck in town. There was a Captain that ran each station. If you went to a fire, you went to the station got your gear and by the time you got there the truck was gone. You would try another station but you had your own gear out of you station. Worked pretty well I thought. I came up here and thought it was interesting the “bang” between the 2 departments. You have to remember what the background was. This side of town (Ascutney) was covered the Select Board paid to have Windsor come down and cover. The other side of town they paid for Springfield to come and cover so there was no need to work together really. These other departments come in and Weathersfield decided we should have a fire department so they got ahold of Hank Cobb with a tanker, 500 gallons a minute. It was slower than death. It got to the top of the hill, but it took a while and that’s how this started. West side had a station in the village. It’s always been kind of separate so I think this is a good thing. It’s kind of being forced, but...”

Tom Leach – “It’s not really being forced though, some people want to believe it is, but you know there is really no impact on the individual firefighters from what I can see except the 2 Chiefs.”

Ernie Shand – “Yeah you’re probably right, but I’m one of the ones in my own station that thinks it’s a good idea. It’s not a new thought for me. “

Tom Leach – “Even, those who disagree, it would be great to have them in this room so that they can add various comments and be a part of this molding of this. Even if they disagree, maybe they can add something that someone else hasn’t brought up.”

Tim Austin – “At least a constructive disagreement.”

Kelly Murphy “I’m adding on to this, we have the “What do we do for a building if Ascutney is not on board?” and my question is “What, if anything, needs to happen to the WWVFD to make that viable, is it big enough, does it need a new roof, is there anything that needs to be done to that station?”

J. Compo – “Can you add? 1 year? 5 years?”

Ed Morris – “I think we should discuss in here another thing in the municipal report, but What do we do to honor the past volunteers and those ready to retire?”

Tom Leach – “What will we call the department and the station names?”
If we are having a town department, what are we going to call it? Would it be the Ascutney House and the West Weathersfield house.”

J. Compo – “You could keep the same names.”

Kelly Murphy – “It would be Weathersfield Fire Department.”

Tom Leach – “It would be Weathersfield Fire Department, but would it be the Ascutney House and the West Weathersfield house?”

Kelly Murphy – “East and West sound really good”

J. Compo – “What would officer structure look like? Hartland has 2 houses with 1 Chief, I don’t know what their officer structure is, but that might be worth looking into?”

Kelly Murphy – “Does the auxiliary still exist? How can auxiliary serve?”

Josh Dauphin – “Yes”

Peter Cole – “Kelly, one of the questions in Monday night’s meeting was “You’re going to be giving up \$50,000 worth of fundraising. This probably falls under education, but how do we address that for the voters?”

How will the gap in fundraising be addressed (education needed)?

Kelly Murphy – “I didn’t quite understand \$50,000 in fundraising.”

J. Compo – “My understanding of the comment was that currently between the 2 departments roughly \$50,000 was raised on an annual basis and how does the town incur that expense so that the volunteer firefighters aren’t still fundraising. I think that Ed addressed a lot of that, but I believe that is where that comment came from.”

Josh Dauphin – “But there is false information there, when you combine both departments, they are not raising \$50,000. “

J. Compo – “I personally believe, and I haven’t done the numbers like Ed has, but I personally believe that if we really look at the duplication that is happen and really look at what our needs are that the town fire departments could survive and function at a high level on what the Town is currently putting into them plus the plus the cost of the Chief. I don’t think there is any added cost.”

Josh Dauphin – “So the full year with the contract that Town would pay the bills and last Fiscal Year proves that there is really no need to have to fundraise to keep the doors open, at least for our department.”

Tim Austin – “I think that there has been equipment purchased that is just not necessary for the fire department to have. You don’t need to be out there doing traffic control at accident scenes that’s not what the fire department is there for. I think it’s getting carried away.”

Tom Leach – “It’s being taken advantage of. “

Tim Austin – “If they are going to provide it, the police will take advantage of it. It needs to get dialed back and use some logic here. I spent 17 years chasing tail lights for the State Police and I

would say less than 10% a fire truck would even respond and if they did there was a potential for an accident to take place, but they weren't directing traffic."

Tom Leach – "The fire department gets called out for just directing traffic sometimes."

Ed Morris – "I just wanted to bring up with that last comment, that is one of the reasons I want to do this review at the end. There are those types of comments and John's comment about needing a budget and there is budget in here. I think there was just a lot of information thrown out that day. If we take another look at it and you look through the municipal report again, there is a budget in the back of it and a lot of those questions are answered in there. Part of my budget was doing away with fundraising, not that I think that any fundraising should be done, but it shouldn't be done to keep the doors open and to make operation happen. The fundraisers could be done for firefighter appreciation, morale, t-shirts, that one piece of equipment that is more of a want than a need and you think it's going to help, maybe we can fundraise to do that, but for the most part the day to day operations need to be paid for by the Town.

Josh Dauphin – "That was a lot of the number one thing that was in John's report and it was the burnout of the fire fighters and the amount of fundraising that has to be done. So, there was talk to Monday night about having to continue to do that, but that was with the anticipation of doing this, that we are trying to limit the burden on all of the fire fighters and limit what they have to do."

Tim Austin – "It's hard enough being a volunteer without putting more stress on them."

Peter Cole – "As a municipal department, how much response would be provided? What calls? EMS? Demand of volunteers?"

Tim Austin – "I would think that would have to be addressed within the organizational rules of what we do and don't do"

Tom Leach – "The SOPs"

As a town, what do we want our town responding to?

Mychael Spaulding – "Once we get a Chief he would be responsible for example, on the West side (WWVFD) we have different Officers that have duties, or we swap out weeks for medical calls at night so there is only a couple going unless its serious, but he can do that type of thing, a roster call bi-weekly or whatever, that would be up to the Chief what station and where your personnel is living."

Ed Morris – "I think its important, the response protocol should be written with the Chief's help, but it may be something through this transition that we have the discussion as a Town what we want to have our fire fighters responding to. "

Tom Leach – "I think that's real important if we are going to be soliciting past members specially to step up and come back active that they know that there are active changes as far as those protocols go."

Ernie Shand – “I think that they also have to realize that the fire department is an emergency service and if you can’t get a State Trooper to hold people off you have to at least make the area safe. You should be out there to assist the ambulance service to make the area safe.”

Tim Austin – “I think you have to look at it from a Town insurance stand point because there is a liability to move that truck out there on the highway. If you aren’t out there doing something emergency or fire related and something happens where an individual gets hurt or killed the liability can really come back to bite the Town. It’s not covered by insurance.”

Daniel Boyer – “The other thing is, if you’ve got fire fighters out there directing traffic around an accident and another accident happen that’s a huge liability. Whatever caused that accident, they could come back and say “I was directed by fire personnel to go here and you directed me head on into another vehicle.”

Josh Dauphin – “As far as the Fire Chief, should we make a list of the benefits or factors that identify why a full time Fire Chief needs? People are asking why we need a full time Chief. What do we need to fill this position? Should we have a list prepared – these are the reasons.”

Ed Morris – “That might be a great way to discuss the Chief model is to list the positive and negatives of each.”

Factor in call volume.

Tim Austin – “We need to consolidate and know exactly what each call the departments are going to. What type of calls, to justify some of these positions. If both departments are responding to 500 calls a year or 25 calls a year, where is the justification for a full-time person.”

Tom Leach – “I don’t think you want to get caught up on call volume alone, there is a lot of administrative stuff too.”

Mychael Spaulding – “The decision regarding a Chief’s level of EMS? What, if any, EMS qualifications will they have? I know with some parts of town, with our contracted ambulance service, it could take time and if you do have someone that is full time and can get there within minutes so that medicine can be started or that care can be started.”

Tom Leach – “How are these questions going to get answered?”

Kelly Murphy – “That’s what we are going to come up with all of these we are going to go back through and figure out which ones we have to do.”

Tom Leach – “So the room is going to answer them and maybe Ed will provide some data that will reinforce it.”

Kelly Murphy – “Exactly. Ideally, in the perfect world, both fire departments are going to be in the room together and we are going to massage out the answers to these. There are going to be some in which if they are a hot topic, we take the input from both of them and the Select Board

input and we shake it out and Ed will provide what he has found in his conversations and input, but at the end of the day it's like putting it in and shaking it out and this is what we came up with. It's year one. We may go through this process and after the Fire Chief is hired, we may decide that the things that we originally came up with, we may need to amend."

Kelly Murphy – "Do we feel that we have enough questions for tonight.? What we will do at the next meeting is run through and that way if you have thought of anything after this, we can still add them into the mix."

Tom Leach – "If folks in the room think of a question can, they email Ed and have them added to the list of questions?"

Kelly Murphy – "Yes, Ed can compile a list of any additional questions and we can bring them up at the next meeting."

Josh Dauphin – "So we are talking about a full time Chief, in the beginning there was a discussion on which one are we doing. How much time and effort do we want to, we did step 1 on Monday, Step 2 for me would be lets one are we going to do? How much time do we want to put in to all 3 categories where it leads right back to a full time Chief?"

Kelly Murphy – "In my mind you are going to come up with everything that Fire Chief needs, budget wise its just a matter of this is how much a full time Chief would cost, this is how much a part time Chief would cost, but the things that you want, you want to create the position, the full time position and then the community, if they decide to go with a part time Chief, you're really going to have to whittle away at that and see what we are going to take away, but if all arrows are pointing to a full time Chief and the responsibilities are heavy enough, that in and of itself will drive the conversation."

Ed Morris – "I just want to reiterate, bring that back to here bring it back to some of the comments on Monday were "we don't need a full time Chief". The Municipal Fire Study is my recommendation and I feel that there is enough justification for that, but I think that comes back to what this meeting is for. If we take a half a night and talk about what the Chief is going to do, do we need a full time Chief, do we not, maybe we will come to a little more consensus than just the Town Manager saying this is what we need. I think we need to talk through these issues, we might end up right back there or maybe we hash some stuff and out and maybe we don't need to go that far. I think it's a good discussion point and personally I think it needs to be done sooner rather than later and then we can start looking at the other stuff from there."

Peter Cole – "Along those lines, at the last meeting they were talking about having a full time Chief and then dropping back because they couldn't find enough for him to do. That's going to get brought up and from our stand point we need to be able to address that. Is that true? If so, what was the rational for dropping back?"

Ed Morris – "They did drop back, I just talked to their Town Manager. From my memory, the dropped back about two-thirds time so he's working about 30 hours. They did pull back a little bit and I do want to talk to the Town Manager and I also want to call the fire department because

what I got from the Town Manager it was more of the Town Manager's decision so did, they not have enough to do or was it a City decision to help save money?"

J. Compo – "Can we get these questions emailed out to Nancy, Darrin and Mark and say this is what we discussed so they have a chance to mull it over."

Kelly Murphy – "The other thing that I think is very important as we go through these meetings is that when there are pieces of information volunteered that is not necessarily accurate we will at the next meeting we will address those pieces of information and correct them because it is very easy in these meetings, especially when SAPA is running, to throw out comments that sound as if they are based on fact, but they are not, in actuality, based on fact and I think that we need to, if at all possible, to begin to address those and correct them."

Ernie Shand – "It would be interesting to see how many hours do volunteers spend on calls? Trainings? What type of calls? Back in-service time?"

Tom Leach – "Call volume alone does not show the commitment that the volunteers put in."

Mycahel Spaulding – We can't forget about the amount of calls the Chief will be running to, calls that he is not on, the day time stuff and calls filling up his day. He is going to have the general calls too."

Josh Dauphin – "I think during the day, obviously, we will hopefully be to the point where it we cannot have the same people going to the day calls and the night calls., but their responsibility would be to handle those calls."

Tim Austin – "One of the functions of the Chief will be to designate other people to do things. He is a leader of the department and setting up a schedule to designate call coverage and what calls he will be able to take himself."

Kelly Murphy – "It would be interesting to contact that Fire Chief that has had these repeated reorganizations and ask him if he has done any kind of time study in them and what the breakdown is between the regular operating call time and their time specific to the restructuring because you may find in the first year 60% of the time is restructuring and now that's over with and what happens in that time."

Kelly Murphy – "We are going to pick up the list the next time we get together after the budget meeting. If you think of anything in the meantime, we will add to it and next time we will start to break down those questions."

The remainder of the meeting was Ed's review of the 2018 Municipal Fire Study. You can find the presentation on the Town website.

Motion to adjourn the Fire Commission at 8:00 pm.
Made by: Daniel Boyer Second: Peter Cole
Vote: Unanimous in favor

Submitted by – Chauncie Tillman

List of questions generated during the meeting for discussion:

As our town moves to a municipal fire department, what conversations are necessary?

- Who owns what motorized equipment? How much motorized equipment is necessary to maintain ISO rating?
- What do we do for a building if AVFD is not on board?
- What do we do to consolidate equipment?
- Can we sell off surplus? Example – 3 sets of jaws are not needed.
- Need a list of inventories, non-motorized from both fire departments.
- What does the Town need to do to purchase equipment?
- How do we educate the Town against misinformation?
- What negative impact, if any, would the move have on the volunteers themselves?
- Management Style- how do you transition?
- Will the be new SOGs developed? One set?
- Will the hiring process look like the Town Manager, Highway processes previously done?
- What will the qualifications of the position look like? Job description?
- Is there any reason why we can have 2 colored trucks?
- What grants can be applied for to offset cost?
- If you have 2 stations, do the firefighters need 2 sets of gear?
- Will there be a dramatic tax increase?
- What are the Chief's hours? Do we have to provide housing?
- Would we require the Chief to live in town?
- Will the Fire Chief have a vehicle?
- Could we consider a used tanker? Could we get a State surplus?
- Do we need a full time, part time Chief based on needs?
- Can we incorporate other tasks to assist in hours?
- How do we prevent a loss of volunteers in AVFD doesn't participate?
- How do we recruit those would like to return to serving?
- What, if anything, needs to happen to the West Weathersfield building? 1 year? 5 years?
- What do we do to honor the past volunteers and those ready to retire?
- What will we call the department and the station names?
- Officer structure?
- How can auxiliary serve?
- How will the gap in fundraising be addressed? Education needed.

- What equipment may be eliminated?
- As a municipal department, how much response would be provided? What calls? Demand of volunteers?
- As a town, what do we want out town responding to?
- Should we make a list of factors that identify why a full time Chief is needed?
- Factor in call volume.
- What, if any, EMS qualification will they have?
- How many hours volunteers spend on calls? Trainings? What type of calls? Back in-service time?
- Responsibilities of a Chief? During day response?
- Ask experience Chief about the percentage of time in various areas; call volume, general operations, restructuring efforts.

**TOWN OF WEATHERSFIELD, VERMONT
SELECT BOARD**

**Select Board
Martin Memorial Hall
5259 Route 5, Ascutney VT
Monday, November 19, 2018
7:00 PM
REGULAR MEETING**

MINUTES

Select Board Members Present: N. John Arrison
Daniel Boyer
C. Peter Cole
Tom Leach
Kelly Murphy

Select Board Members Absent:

Ed Morris, Town Manager

Others Present:

Jeff Epstein	Paul Tillman	Mark Girard	Cerissa Hodgdon
Vincent Graziano	Eric Taylor	Darlene Kelly	Jessie Hanson
Neomi Graziano	Sarah Taylor	Colby Hodgdon	Ray Stapleton
George Ainley	Julie Levy	Josh Dauphin	Tracy Dauphin

1. Call to Order

Ms. Murphy called the meeting to order at 7:01PM.

2. Cady Hill Road Reclassification Hearing

Ms. Murphy opened the public hearing at 7:02 PM and read the public hearing notice.

Interested parties present and participating:

Vincent and Neomi Graziano

Eric and Sarah Taylor

Julie Levy and George Ainley

Jessie Hanson

Highway Superintendent Ray Stapleton stated the reasons for the proposed reclassification included improved traffic safety and saving \$413,000 in Act 64 expense. The section of the road to be reclassified would extend from the intersection with Weathersfield Center Road to the turnaround.

Ms. Murphy said the matter had first been brought to the board's attention by Patricia Kelly, a resident near the intersection, who had witnessed multiple accidents and hang-ups/slide-offs of vehicles attempting to turn the corner. She had urged the board to take some action to improve the safety of the intersection.

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Mr. Arrison asked if the proposed hammerhead would meet the highway standards. Mr. Stapleton said the town would need an easement to do it. It would be consistent with other hammerheads in town.

Julie Levy said she supports the reclassification for safety reasons. She stated that Google sends people down that way for deliveries; something no one seems to be able to get Google to change.

Vincent Graziano asked about the type of gates that would be put up. Mr. Stapleton said he would like to put a guard rail across at the top of the project; there would be a 16-ft gate in a 20-ft opening; a 4-5 ft opening for foot traffic and horses and bicycles to get through. The same would be at the bottom of the project. The gates will allow the town highway department to access the road for maintenance.

Eric Taylor asked if the gate could be padlocked so landowners could get through for property access with a tractor. Mr. Morris said the gate will probably have a lock on it, but anyone wanting to open it would have to contact the highway department.

Mr. Arrison asked if the town is creating a pent road by putting gates up. Mr. Morris said it would not really be a pent road because it's being reclassified as a trail.

Mr. Boyer asked if the paved apron would be removed. Mr. Stapleton said yes.

Mr. Hanson arrived at this point and asked why the town couldn't just put up a sign on Center Road stating "No Right Turn". He said it would save \$413,000 in redoing the intersection. Mr. Stapleton explained that the \$413,000 was what the town would need to spend to bring the road up to Act 64 standards, something the state will require us to do.

Mr. Hanson asked how this proposal had gotten started. Ms. Murphy explained how Ms. Kelly had approached the board about safety concerns.

Mr. Hanson spoke about the how old the road is. Mr. Morris acknowledged it is a very old road and the town wants to protect it because of its historic character. He said the road would be maintained and kept open for people to use. Mr. Leach stated that the town will maintain ownership of the right of way.

Mr. Hanson said he was concerned about being able to get to Center Road as quickly as possible in the event of an emergency. He said he lives alone and has had to get himself to the hospital in the past by the shortest route possible.

Eric Taylor said he was delighted it will be kept as a trail.

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Mr. Hanson had several complaints about maintenance of the road. He also expressed concern about being landlocked if a tree should come down between his property and Perkins Hill Road. Mr. Stapleton assured him that the highway department takes extra care with dead-end roads.

There were no other comments or questions. Ms. Murphy closed the hearing at 7:27 PM. The board will take this up and possibly vote on the reclassification at the December 3rd meeting.

3. Comments from Select Board and Town Manager

Mr. Morris said he hopes to present the town forest plan soon.

4. Comments from Citizens on topics not on the agenda

There were no comments from citizens.

5. Review minutes from previous meetings – 11/5/2018

Motion: To approve

Made by: Mr. Arrison **Second:** Mr. Leach

Vote: Unanimous in favor

6. Bottle Redemption Fund – Memorial Flags

Jeff and Lisa Slade asked for \$700 from the bottle redemption fund to replace the flags and some of the poles and brackets along Routes 131 and 106. The estimated cost would be \$1120 (if purchased right away). There is currently \$509.70 in the account.

It was clarified that this is not a Veterans Memorial Committee project.

Motion: To take from the bottle fund \$700 to allocate for the flag replacement.

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

Discussion:

None of the funds came from taxes – all funds were donated by local businesses and residents. The initial amount was \$2500 in 2014. \$500 was received from the bottle fund last year along with \$200 from the Veterans Memorial Committee.

Ms. Murphy asked for clarification about having these requests run through town committees. Mr. Morris said it first happened when Brenda Richardson had requested funds for a project for veterans. The board concluded at that time that the funds had to go through a committee (in Brenda's case, the Perkinsville Church took it on). Ms. Murphy said she had no objections to releasing the money through the Veterans Memorial Committee.

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Mrs. Slade said this project is not related to the Veterans Memorial Committee, but a project that she and Jeff Slade had created. The Town set up a fund in 2014 (when the project first began) in which to keep and disperse the funds. Donations go directly into the fund; Mr. and Mrs. Slade purchase the flags and accessories with their own credit card; they are reimbursed from the fund. This is how it has worked since 2014.

Town Accountant, Darlene Kelly said the auditors do not like these types of accounts as they do not appear to be town funds. The auditors are requiring the town to address them in this fiscal year. She and town treasurer Steve Hier are working through these accounts to determine if the town is acting only as the fiscal agent or if the town truly has control over the money. If the town has no control over the funds, they cannot be on the town's books. (She gave an example of the Friends of the Library – since the town has no control over how they spend their money, their money should not be on the town's books.)

Ms. Murphy asked of the town can allocate money to community members for needs. Ms. Kelly thought the auditors would want the town to have a say in how the money can be spent. Another example – if the town does not have a say over the veterans committee, if they are acting on behalf of the town, but not appointed by the select board, their money should not be run through the town.

Mr. Morris said the town can give money from the bottle fund to anyone who requests it. He said it was the board's own rule that it run through a committee.

It was agreed that the discussion had strayed from the point, but needed to be continued at another time. They revisited the motion and were comfortable enough to vote on it.

Mrs. Slade said they could easily close out the account with this next large purchase by buying an extra flag or two. She wasn't sure how the flags would be purchased in the future.

Vote on the motion: Unanimous in favor

7. AVFD Attorney to Discuss FY2018 Funding – Denise Anderson

Mark Girard asked to have this item postponed to the next meeting.

8. Discussion – Police Contracted Services

(Police Chief Daniels was not able to attend the meeting.)

Mr. Morris provided additional details regarding the cost break down that the board had requested at the previous meeting.

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Mr. Morris said they have spoken with the town of Baltimore since the last meeting; they sounded “semi-positive”. He said this is more in the town's ball park of whether we want to go forward with it or not. He said he would keep the other towns updated on the discussion.

Mr. Arrison said the discussion so far has indicated that with Cavendish and Baltimore on board, there would be 25-33 hours work, yet we would be adding a full time officer. The town of Weathersfield would then have to pay for the additional 7-15 hours. Mr. Morris said there is enough money budgeted to cover it. We are currently looking for a 20-hour a week officer, which is probably the person we would move to a full time position and continue to use some other part time funds as we do now.

Additional patrol hours in Weathersfield would be added in addition to the coverage for these two towns.

This arrangement will work even if Cavendish gets on board and Baltimore does not. It would a bit harder if the reverse were to happen.

Cavendish is having a crime problem, hence their interest in our offer. Currently they contract with the sheriff for speed control. Any revenue generated (through ticket-writing) goes to the town in which it is generated. We're not making money from this – we are proposing a way to provide better police service to all three towns. Any changes in our budget will be offset by revenue coming in.

It was agreed to revisit this discussion.

Mr. Leach asked if the board could get a twice-monthly report on police activities to help the board better gauge the proposed expansion. He said a neighbor had asked him for information he wasn't able to provide. Mr. Morris wasn't sure he could get a twice-monthly report, but he could work on getting an update. Ms. Murphy asked if he could provide a monthly update.

9. FY2019 Budget Update

Ms. Kelly presented the 1st quarterly financial summary report.

Ms. Murphy said the report states that the general fund is on target, yet there is \$45,000 due for the Perkinsville School. Ms. Murphy asked for clarification on how that was going to be paid for. Ms. Kelly said part of it would be paid for by the loss of a full time staff position with benefits.

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It was clarified that this \$45,000 was the last debt payment on the loan for demolition of the additions to the Perkinsville School – it was missed in the budget for this year and now has to be made up. It has nothing to do with the current activities at the 1879 schoolhouse.

Mr. Morris said that additional efficiencies, careful spending, plus the funds for the full time position should cover the cost of the payment.

Ms. Murphy was uncomfortable with not knowing exactly where the money was going to come from. She asked that the board be kept up to date through regular budget reports – either monthly or quarterly.

10. Budget Discussion

a. Police Budget

Mr. Morris said there were not a lot of changes in this budget. It accounts for some movement as called for in the compensation policy. (The chief's salary was increased slightly.) The department went forward with the taser lease.

The figures on this report match the audited figures in the last town report.

b. Fire Department Budget

Mr. Morris noted that the grand list has gone up which is having an effect on the calculated tax rates.

Mr. Arrison noted that the truck bond needed to be added to the Fire Commission budget (11-7-207-53.00 - \$50,384). Previous years it was \$45,800 which represents principal only - not interest. The principal and interest were on separate lines – this year they will be combined.

The fire commission insurance subtotal should read \$21,835 (it shows as \$71,088 on the report).

Subtotal expenses should read \$186,406.

(There was much confusion in this review arising from changes being made at the meeting and the manner in which the report was presented.)

The “Tax Need” is being reported by department this year.

In the fire commission budget, WWVFD has requested \$29,500 - \$25,000 for operations and \$4,500 for gear. AVFD has asked for \$32,000 for strictly operations.

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The board reviewed a budget for a municipal department.

Ms. Kelly said the benefits line needed to be corrected to add in HSA expenses - \$25,023 vs the \$22,827 that's shown.

Ms. Murphy clarified that the board was looking at two budgets for fire services – one via the fire commission, the other via a municipal department with a full time fire chief.

Ms. Murphy asked why the tax needs were different in the two versions and why the hazmat revenue was so elevated on the municipal vs fire commission. It makes sense the expenses would be different, but not the revenue. Mr. Morris said that at present only a very small portion of the revenue comes from the fire departments. He said he took the hazmat revenue line from the combined budgets that the board had created (it was well over \$10,000) and reduced it to a revenue he thought was more realistic if the town were billing. Ms. Murphy suggested using an average of the last 5-7 years instead.

What the town received from the departments was very different from what the departments actually billed for however.

Tax need for fire commission is \$184,415; tax need for municipal is \$228,425 (without various corrections).

The fire truck debt reduction line says Engine and Ladder – represents what AVFD is currently paying for their ladder – it is assumed the town would assume this expense (\$50,384). The next line shows \$5,067 in interest. These should be combined in the fire commission budget. Again, much confusion. Ms. Murphy asked if the \$50,384 is only for the engine. Mr. Morris said it should not be. Ms. Murphy pointed out that under the fire commission budget, the debt reduction was \$50,384. Ms. Kelly said that was both interest and principal. Then she said she picked up the wrong interest – it should be \$5,067. Again the question - “Engine and Ladder” - what does this mean? Ms. Murphy asked that the next draft of the budget show the debt reduction that we are already paying. Then have a separate line showing what we would have to assume in payments if the municipal department goes through.

Mr. Arrison asked how much of an increase in the grand list did she plug in. Ms. Kelly said \$110,356 above what our current tax rate is set at.

c. Highway Budget – Center Road Paving Discussion

Mr. Morris said this is mainly a continuation of the discussion on Center Road. In the previous discussion, the board considered loaning ourselves the money vs taking out a bank

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loan. Mr. Hier provided the board with additional information – current interest rate on our money (reserve funds) is 0.2%. Last year it was 0.3%.

\$200,000 in a Money Market account at 0.3% interest earns \$3,000 over 5 years. In a CD at 1%, it earns \$10,000.

Mr. Morris said we would save \$24,000 if we loaned to ourselves.

Ms. Murphy said she was uncomfortable with this concept on the grounds that the town could be caught short of cash if another disaster like Irene should happen. Mr. Stapleton said it would be no different than if we were borrowing from the bank. Ms. Kelly said we would probably have to refinance the debt. Mr. Arrison suggested a tax -anticipation note.

Mr. Morris said we are in a pretty good spot with 13% in fund balance and 10% undesignated general funds. He said we've done a good job over the last few years in setting those up. The idea was to keep those funds for a catastrophe. Another part of that was talking about doing similar things as these - saving on interest during loan processes and being able to pay ourselves back. He said we are sitting on about the same amount of cash as we had on hand during the Irene emergency. Right now we have a little over \$100,000 in each – general and highway – plus we have about \$100,000 in nondesignated funds. It is fiscally prudent. By all national standards we are right where we should be.

There is also \$200,000 in the lister reserves. Since we are still several years away from needing a town-wide reappraisal, most of that money would come back to the reserve before we would need it. It can be considered cash on hand in an emergency. (Spending it would probably call for a town-wide meeting however.)

It would be up to the treasurer to figure out where the funds would best come from.

The auditors are very comfortable with this idea – we have sufficient cash and strong financial management. It would be an extremely safe loan.

The board will need to decide how to fund the repaving of Center Road before the highway budget can be set. The current draft of the budget sets paving at \$80,000.

(The highway budget sheet was not included in the board's packet.) The tax rate sheets that the board had include the \$80,000. Last year the rate was 0.2987; 0.2875 is anticipated for this budget (with the \$80,000 still in).

d. Administration

The benefit line was increased by \$4,000 to include the HSA.

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IT services were increased from \$13,000 to \$15,900, because we continue to add new computers on the system.

Expense reimbursements include mileage, hotel costs, some trainings. Other expenses include things like special occasion gifts.

The phone expense went from \$2700 to \$8300: \$394 x 12 (\$4728) plus cell phones at \$300 per month. The cell phones were merged into one line. (Again there was confusion over what this represented.) Mr. Morris said they are looking into upgrading the phone service for the whole town – not just the office. Our current service is antiquated. Mr. Morris said he is looking at multiple carriers for the upgrade. Comcast's offer is the one in this budget draft. They are looking at pulling cable internet into the highway garage which would allow highway to upgrade to an online phone system. It would cost \$16,000 to bring cable to the highway department. However Comcast said they would absorb that cost if the town signs up for a town-wide system. It would also bring internet to the transfer station. The \$394 monthly cost above includes this upgrade. The phones would be leased from Comcast under this proposal.

The police department phone cell phone expense was included in this budget line and it shouldn't have been.

There was an error in the labeling of the Admin Revenue subtotals.

The County Tax and County Courthouse revenues and expenses don't match. The figures shown are carried over from last year because the final figures aren't received until the very last minute.

The website is still under construction. (It's close.)

The library budget has its own page now (out of appropriations).

At 9:00, Ms. Murphy called for a motion to continue the meeting.

Motion: To continue the meeting to 9:30 to finish the agenda

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

Vote: Unanimous in favor

The budget will be updated and revisited

11. Approve Culvert Engineering Grant

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Motion: To ask the Town Manager to apply for \$30,000 worth of grant funds through the upcoming FEMA grant programs for the purposes of engineering culverts on Lottery Land and Green Valley Road.

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

This would add \$7500 to highway expenses budget for the match. We can't do any kind of in-kind work as it's for engineering.

Vote: Unanimous in favor

12. Discuss and Approve VOREC Grant

Mr. Morris said the more a town puts into the project the more favorably the application is looked upon for approval. On that basis he would like to talk in the grant about the whole project – the parking lot and the trail – and then base a lot of the trail-building on volunteer work. He said he has been approached by STAB (Sport Trails of the Ascutney Basin) – they built most of the mountain bike trails on the other side of the mountain. They are also working with the Ascutney Trail Association, which does a lot of work on the hiking trails. They are also collaborating with the Green Mountain Horse Association. It seems there would be enough volunteers to build our trail.

Mr. Morris would like to apply for up to \$100,000 for the parking lot and trail easement.

Mr. Morris is working with the state to get the easement across state land that we thought was Charlie Johnson's land.

We currently have a purchase and sale agreement with the Abbotts for the parking lot. We are purchasing their land by writing off their back taxes.

Mr. Leach asked if Mr. Morris needed a motion “to apply for the \$100,000 worth of grants”. Ms. Murphy said yes. Mr. Leach said, “I’ll make that motion”. It was seconded by Mr. Arrison.

Motion: To apply for the \$100,000 worth of grants

Made by: Mr. Leach **Second:** Mr. Arrison

Ms. Murphy asked that there be handicap accessibility. Mr. Morris said the handicap accessibility will come from the state park side – it would be pointless on this side.

Vote on the motion: Unanimous in favor

13. Town Report Distribution Discussion

The board agreed to ask the voters if the town could stop mailing the town reports.

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SELECT BOARD

14. Boat Access Discussion

Mr. Morris identified a location off the end of Sunset Boulevard that would make a suitable location for a public boat access. Vehicles can drive to within 20+ feet of the water. The prudential committee for the fire district has no objections. Parking would be located more than 200 feet from the wells. There are some small grants that are available this summer that would be sufficient to cover the cost of gravel for the access. There may be some small expenses associated with having the access. The access could be gated.

Consensus of the board was to have Mr. Morris move forward with developing this plan.

Motion: To move forward with the plans for the boat ramp

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

Vote: Unanimous in favor

15. Appointments

16. Approve Warrants

Motion: To approve the warrants for 11/19/2018 as follow:

General Funds	Operating Expenses	\$23,983.51
	Payroll	\$15,030.29
Highway Fund	Operating Expenses	\$64,772.99
	Payroll	\$8,759.52
Solid Waste Management Fund		
	Operating Expenses	\$10,400.11
	Payroll	\$1,444.55
Library	Operating Expenses	\$5,058.30
	Payroll	\$0.00
Grants	Operating Expenses	\$3,914.36
Agency Monies	Operating Expenses	\$150.00
Reserves		\$1,110.00
Long Term Debt		\$0.00
Grand Totals	Operating Expenses	\$109,389.27
	Payroll	\$25,234.36

TOWN OF WEATHERSFIELD, VERMONT
SELECT BOARD

Made by: Mr. Arrison **Second:** Mr. Leach

Library payroll was omitted by mistake. Ms. Kelly assured the board that the librarian was paid.

Vote: Unanimous in favor

17. Future Meeting Agenda Items

18. Adjourn

Motion: To adjourn the meeting

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

Vote: Unanimous in favor

The meeting adjourned at 9:23 PM

Respectfully submitted,
deForest Bearse

WEATHERSFIELD SELECTBOARD

N. John Arrison, Selector

Daniel E. Boyer, Selector

C. Peter Cole, Vice-Chairperson

Tom Leach, Clerk

Kelly Murphy, Chairperson



TOWN OF WEATHERSFIELD

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

(802) 674-2626

P.O. BOX 550 ASCUTNEY, VT 05030

townmanager@weathersfield.org

October 10, 2018

To: Selectboard

Subject: Cady Hill Road Reclassification Decision

On November 19th the Selectboard held a hearing about the reclassification of Cady Hill Road. During the hearing there were a few concerns and more support for the reclassification. Since the hearing, I have worked more with Ray Stapleton about how this reclassification should happen if the board determines that this is the appropriate action. After the site visit and hearing we recommend reclassifying 700 feet of Cady Hill Road from Center Road down towards Perkins Hill, stopping just short of the access road to Parcel # 08-01-34, to a trail. Once this decision is made, the Town will need to have a survey completed for this portion of road completed. We will also work on getting an easement to expand the turnaround or create a new turnaround as close to Town standards as possible.

Recommendation: Reclassify 700 feet of Cady Hill Road to a trail beginning at Center Road and continuing 700 feet stopping just short of the driveway to parcel #08-01-34.

Recommendation #2: Authorize the Highway Superintendent to not perform winter maintenance on the section of Cady Hill Road from the turnaround up to the reclassified section of road until there is an access need for parcel # 08-01-34.

Ed Morris
Town Manager

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TOWN OF WEATHERSFIELD

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NEW YORK ON APRIL 8, 1772

(802)674-2626

P.O. BOX 550 ASCUTNEY, VT 05030

townmanager@weathersfield.org

November 29, 2018

To: Selectboard

Subject: Police Update

Chief Daniels will give a police department update.

Ed Morris

Town Manager

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NEW YORK ON APRIL 8, 1772

(802)674-2626

P.O. BOX 550 ASCUTNEY, VT 05030

townmanager@weathersfield.org

November 29, 2018

To: Selectboard

Subject: Police Contracted Services

At the last regular Selectboard meeting on November 19th we presented the numbers for contracting police services to Cavendish and Baltimore. I hope you have taken time to review these numbers and will bring forward any concerns you may have. I have reviewed these numbers again and still feel that the \$65 an hour would cover the costs associated with providing the service.

I feel this current plan will benefit the Town of Weathersfield in many ways. First, it will provide more police coverage for the Town at a very low cost. We will pick up about 7-10 hours of direct coverage and 30-40 hours of coverage time for emergency calls. Second, we will be helping the two surrounding Towns provide much needed coverage in a regional capacity. This not only helps their Towns, but many of the problem subjects that the police deal with do not stop at Town lines. By working multiple Towns, the Police will be able to better serve the region and not just push crime from town to town. Third, this will help us be able to build stronger relationships and agreements with the State Police and other surrounding Towns to help with overall coverage.

I know this is a big step, into uncharted waters, at a time when there are many other changes being presented. Even with everything else going on, I believe this is this right time to move in this direction. With the lack of State Police patrols, increase in drug related crime, and the current interest from Cavendish and Baltimore the time is right to try to work together to regionalize police services. As you know the cost of emergency service response is climbing and by being able to spread the cost of services over multiple towns, we can keep the costs lower for everyone while providing a better service.

I know taking this first step is very difficult. I do believe that if we move forward with this proposal that we will look back in a few years and be glad we made this transition. I feel this move will enhance the ability of our police department and increase the safety of our Town through a stronger more robust police presence.

Recommendation: Authorize the Town Manager to continue working towards providing contracted police services to the towns of Cavendish and Baltimore.

Ed Morris

Town Manager

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(802)674-2626

P.O. BOX 550 ASCUTNEY, VT 05030

townmanager@weathersfield.org

November 29, 2018

To: Selectboard

Subject: Municipal Fire Services

We will continue our discussion on municipal fire services. This week will be a review of questions presented at the last meeting followed by organization of those questions. I have attached a list of the questions presented at the last meeting. I took the liberty to coordinate the questions into subjects by color and I underlined and italicized the questions I feel need to be discussed soon, since they have a budgetary impact.

- Red = Chief related
- Blue = Equipment related
- Green = Building related
- Purple = Recruitment and response concerns
- Black = Misc.

Following review and prioritization of the primary goal of this meeting will be to determine the responsibilities and expectations of a fire chief.

Ed Morris

Town Manager

Municipal Fire Questions

- Will there be a dramatic tax increase?
- What management style is needed (Full-time, Part-time, volunteer), and how do we transition?
- Should we make a list of why a full-time chief is needed? Also list volunteer needs.
 - Factor in Call Volume
 - Hours on calls
 - Trainings
 - Back in-service time
 - Administrative needs
- Responsibilities of chief?
- Chiefs during daytime response?
- Do we need to provide housing?
- Will the fire chief have a vehicle?
- What are the chief's hours?
- What will the fire chief hiring process look like?
(will it be like the Highway Supervisor/Town Manager process?)
- Would we require the fire chief to live in Town?
- What will the qualifications/job description for this position look like?
- What, if any, EMS qualifications will the chief be required to have?
- Can we incorporate other town tasks to job responsibility to help if justification of position is needed?
- Ask Chiefs in report their % of time spent on calls, general operations, restructuring (Swanzy)?
- We need a list of non-motorized inventory from each department?
- Who owns what Equipment?
- How much Equipment is necessary to maintain our ISO rating?
- What do we do to consolidate equipment?
- What equipment can be eliminated?
- Would we consider a used tanker?
- Can we sell off surplus equipment to offset costs?
- Is there any reason we could not continue with two colors of trucks for the near future?
- If you have two stations do the firefighters need two sets of gear?
- What does the Town need to do to purchase equipment from a department?
- What do we do for a building on the east side of Town if AVFD does not come on board?
- What if anything needs to happen to the West Weathersfield Station (one year-five year)?
- What will we name the department and stations?

- How do we prevent a loss of volunteers if AVFD does not participate?
- As a municipal department what response will be provided?
 - What calls
 - Demand of Volunteers
- How do we recruit past and new volunteers?
- Will there be new SOG's developed?
- Officer structure during transition?
- Timeline on transition for both fire chief and paid on call?
- What negative impact, if any, would the move to municipal have on the volunteers themselves?
- How do we educate the Town against misinformation?
- What grants could help offset costs?
- How will the gap in fundraising be addressed?
- What do we do to honor the past volunteers and those currently in service?
- How can the auxiliary serve?

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NEW YORK ON APRIL 8, 1772

(802)674-2626

P.O. BOX 550 ASCUTNEY, VT 05030

townmanager@weathersfield.org

November 29, 2018

To: Selectboard

Subject: Budget

We will continue our discussion on the budget. This week will start with a review the fire department budgets presented. I would like you to review the land use budget which has no real changes except for the changes to the Land Use Administrator position to a full-time position. Followed by a general fund overview. After these discussions I would discuss the highway budget and try to finalize how we would like to finance the center road project.

Budget documents are attached to this packet.

Ed Morris

Town Manager

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NEW YORK ON APRIL 8, 1772

(802)674-2626

P.O. BOX 550 ASCUTNEY, VT 05030

townmanager@weathersfield.org

November 29, 2018

To: Selectboard

Subject: Approve Better Connections Grant

Over the past couple years, we have been working on Village Revitalization and Community Development plans. We have an opportunity to continue this process through the Better Connections Grant. This grant will entail using a steering committee to work with Town staff and a consultant to solicit public input and create a plan for the Village of Ascutney. I have completed the required pre-grant meeting with the State of Vermont and Regional planning. Richard Amore, from the Department of Housing and Community Development feels we “have a good project with community need, local/regional partnerships and momentum to develop a competitive application this round”. I am looking to put in for a \$60,000 grant that will require a 10% match. The \$6,000 match is currently in the budget you have reviewed and will have no further impact on the budget.

I have attached a copy of the resolution that will need to be signed and a brief description of the grant program.

Recommendation: Authorize the Town Manager to apply for the Better Connections Grant to create a development plan for the Village of Ascutney.

Ed Morris
Town Manager

Resolution for Better Connections Grant

WHEREAS, the Municipality of Weathersfield is applying for funding as provided for in the FY 2019-2021 Budget and may receive an award of funds under said provisions; and

WHEREAS, the Agency of Transportation and the Agency of Commerce and Community Development may offer a Grant Agreement to this Municipality for said funding; and

WHEREAS, the municipality is maintaining its efforts to provide local funds for planning purposes or the municipality has voted at an annual or special meeting to provide local funds for planning purposes,

Now, THEREFORE, BE IT RESOLVED

1. That the Legislative Body of this Municipality enters into and agrees to the requirements and obligations of this grant program including a commitment to provide a cash match of 10% of the project cost:
2. That the Municipal Planning Commission recommends applying for said Grant:

Nancy Heatley

(Name of Planning Commission Chair)

(Signature)

3. That (Name) Ed Morris Title Town Manager is hereby designated as the Local Project Manager, the person with the overall Administrative responsibility for the Better Connections program activities related to the application, and any subsequent Grant Agreement provisions.

Passed this 3rd day of December, 2018.

LEGISLATIVE BODY

(name)

(signature)

Kelly Murphy

C. Peter Cole

N. John Arrison

Dan Boyer

Tom Leach

INSTRUCTIONS FOR RESOLUTION FORM

- A. The Legislative Body of the Municipality must adopt this resolution or one that will have the same effect. This Form may be filled in or the adopted Resolution may be typed on municipal letterhead, filling in the name of the municipality, the Legislative Body (e.g., Board of Selectmen), and the name and title of the Municipal/ Authorizing Official(s)(M/AO(s); and the Local Project Manager.
- B. Following formal adoption, the Resolution must be signed by a majority of the legislative body. The Chair of the Planning Commission must also sign upon endorsement by vote of the Planning Commission.
- C. For consortium applications, each municipality must complete a separate Resolution form. All municipalities must designate the same Municipal/Authorizing Official(s) and grant Local Project Manager.

Program Overview

The Better Connections program aims to improve state interagency coordination by providing targeted assistance and funding to awarded communities to align state and local investments to increase transportation options, improve water quality, public health and economic vitality in Vermont's community centers. The interagency program provides targeted assistance to:

1. Help communities identify and prioritize their goals and projects;
2. Develop an action-oriented roadmap to achieve the goals and move projects forward;
3. Link the communities to a growing network of public and philanthropic partners to help them implement their priority projects.

Program Purpose and Objectives

By providing resources and state assistance, the program encourages municipalities to proactively coordinate land use decisions with transportation investments that improve water quality, encourages physical activity, and builds community vitality. The program works in partnership with municipalities and other stakeholders to accomplish the following objectives:

1. Provide safe, multi-modal and resilient transportation system that supports the Vermont economy.
2. Support downtown and village economic development and revitalization efforts.
3. Lead directly to project implementation (demonstrated by community capacity and readiness to implement).

Eligible Projects

Program grants are for master planning projects that inform local policy decisions, identify priorities, guide future investment, and facilitate the implementation of projects. Projects should address the program purpose and objectives to improve the multimodal transportation system, downtown and village revitalization, and lead to project implementation. All projects must include an effective community visioning process and robust stakeholder involvement. The program funds various types of master planning for regions, downtowns and villages, neighborhoods, and streets and corridors. See program website for examples or prior projects funded by the Better Connections program.

Master plans are specific in focus and they present a community-driven vision of the physical environment for a region/downtown/village center/neighborhood/corridor for the next 10 years. Master plans engage the community in a process to evaluate ways to enhance their community through improved multimodal connectivity, active transportation and complete streets, access management, traffic calming, parking, wayfinding, rehabilitation of buildings, or redevelopment of sites, housing, land use, stormwater management, and zoning bylaw and form-based code development. In addition to the physical master plan, there can be a corresponding economic and marketing plan to ensure the market viability of the proposed improvements and inform the municipality's capital planning. A successful master plan will include an extensive and diverse public engagement process with multiple public meetings, workshops, charrettes, and/or pop-up events. The plans are action-oriented and layout a strategic implementation plan for both short-term and long-term public and private investments in the defined project area.

For more information, see the program website: <https://vtrans.vermont.gov/planning/projects-programs/better-connections>

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NEW YORK ON APRIL 8, 1772

(802)674-2626

P.O. BOX 550 ASCUTNEY, VT 05030

townmanager@weathersfield.org

November 29, 2018

To: Selectboard

Subject: Reserve Request for New Phone System

As discussed at the last meeting, I have been researching and soliciting quotes on updating the Town's phone systems. The current system was purchased in 2004 and has served the Town well. Since I have started with the Town, we have had many issues with the phones. We had a while when we were resetting the phone system multiple times in a week. It appears we have resolved that problem, but I feel we need to replace our phone system before we have more problems. Over the past few months we have had some audio problems with phones including static and a return echo. I have had a couple conversations where the echo back of my own voice was louder than the party, I was talking to.

I also feel we will gain efficiency through this upgrade. Technology has changed a lot over the past 14 years and the added features will save staff time and make the phone system easier for staff and the public. Some of the features are:

- Direct dial #'s for department
- User friendly auto attendant which will free up time for the executive assistant and allow people to quickly get the help that they need.
- Direct transfer between buildings (right now we have to have people hang up and call other departments outside the office).
- Voicemail to email will allow for calls to be returned quicker
- Auto forward will allow calls to be routed to other phones when needed
- Cell phone toggle will allow cell phones to be used as desk phones when needed (like the telephone outage we had the first week of November).

Besides the efficiencies this system will add, there will also be internet upgrades that will improve service. As we become more computerized, internet capabilities become more essential. We have had many issues with internet reliability at the Highway Department and as part of this contract Comcast has agreed to bring in high speed internet access to the highway department (\$16,000 cost) and to the Transfer Station (which currently has no access). The efficiencies gained by this will be

- Faster speeds and reliability at the Highway Department reducing time needed for paperwork
- Implementation of tablets for the highway department for automating data and picture downloads reducing staff time for administrative work.
- Transfer station will not have to shuttle information between transfer station and office or highway department.

We currently have \$20,015.52 in the Town Office Capital Reserve fund. I have discussed the use of this reserve with Steve Hier and Darlene Kelly who agree that the use of these funds would be appropriate for a one time use to make this transition. I would like to get Selectboard approval for the use of up to \$2,000 to be able to implement the new phone system during the FY2019 budget year. I would also like authorization from the board to enter into a five-year lease with Comcast Communications which will lock in pricing for the next five years. The price is \$779.20 per month for phones and internet with a onetime installation fee of \$509.15. Here is the comparison of Quotes we received:

Company	Monthly Charges or purchase	Activation/Installation Fee	Comments
Comcast	\$779.20	\$509.15	Upgraded internet allows phones at Highway and TS
Nextivia	\$661.39	\$1037.59	Not possible at Highway or TS
Mitel	\$501.29	\$897.50	Not possible at Highway or TS
Tele Techniques	\$10,320 Equipment Purchase	Labor \$90.00 hr. Plus travel time	Plus current monthly payments (\$558.98)

Recommendation: Authorize the use of \$,2000 out of the Town Office Capital Reserve for the purposes of implementing the upgraded phone system during FY2019.

Recommendation: Authorize the Town Manager to enter into a five-year lease contract with Comcast Communications for phone and internet services.

Ed Morris
Town Manager

CUSTOMER INFORMATION

Account Name: <u>Town of Weathersfield</u>	Email: <u>townmanager@weathersfield.org</u>
Primary Contact: <u>Ed Morris</u>	Address1: <u>5259 US ROUTE 5</u>
Title: _____	Address2: _____
Phone: <u>(802)674-2626</u>	City: <u>ASCUTNEY</u>
Cell: <u>N/A</u>	State: <u>VT</u>
Fax: <u>(802)674-2117</u>	Zip Code: <u>05030</u>

SUMMARY OF CHARGES

Service Term(Months): 60

Site Name	Monthly Recurring Charges	Standard Installation Fees	Activation Fees
Town Office	\$340.25	\$0.00	\$389.35
Proctor Library	\$68.75	\$0.00	\$59.90
Transfer Station	\$43.80	\$0.00	\$29.95
Public Works	\$43.80	\$0.00	\$29.95
SUMMARY OF TOTAL CHARGES*	\$496.60	\$0.00	\$509.15

* Applicable federal, state and local taxes and fees may apply; usage fees not included. For Specific information, see service location detail pages, attached hereto and incorporated here in reference. Additional orders (adding or deleting seats) may change the "per seat" pricing.

GENERAL COMMENTS

AGREEMENT

1. This Comcast Business Service Order Agreement sets forth the terms and conditions under which Comcast Cable Communications Management, LLC and its operating affiliates ("Comcast") will provide the Business VoiceEdge™ Services ("Services") to Customer. This Comcast Business Class Service Order Agreement consists of this document ("SOA"), the standard Comcast Business Customer Terms and Conditions ("Terms and Conditions") located at <http://business.comcast.com/terms-conditions-smb> (or any successor URL), and any other Service Orders entered under this SOA, collectively referred to as the "Agreement". In the event of inconsistency among these documents, precedence will be as follows: (1) Terms and Conditions, (2) this SOA, and (3) any other Service Orders entered under this SOA. The Agreement shall terminate as set forth in the Terms and Conditions. All capitalized terms not defined in this SOA shall reflect the definitions given to them in the Terms and conditions. Use of the Services is also subject to the Business Acceptable Use Policy located at <http://business.comcast.com/customer-notifications/acceptable-use-policy> (or any successor URL), and the Business Privacy Policy located at <http://business.comcast.com/customer-notifications/customer-privacy-statement> (or any successor URL), both of which Comcast may update from time to time and become effective upon posting.
2. The Service carries a 60 day money back guarantee. If within the first (60) sixty days following Business VoiceEdge Service activation Customer is not completely satisfied, Customer may cancel such service and Comcast will issue a refund for service charges actually paid by Customer, custom installation, usage charges, and optional service fees and taxes excluded. In order to be eligible for the refund, Customer must cancel Business VoiceEdge Service within sixty days of activation and return any Comcast-provided equipment in good working order. In no event shall the refund exceed \$500.00.
3. Customer must execute a Comcast Letter or Authorization ("LOA") and submit it to Comcast, or Comcast's third party order entry integrator, as directed by Comcast.
4. New telephone numbers are subject to change prior to the install. Customers should not print their new number on stationery or cards until after the installation is complete.
5. Notwithstanding the notice provision in the Business Services Customer Terms and Conditions, all legal notices will be sent to the Primary Contact listed above and/or to the Primary Contact identified on the SOA for each Service location as applicable
6. Modifications: All modifications to the Agreement, if any, must be captured in a written Amendment, executed by an authorized Comcast Senior Vice President and the Customer. All other attempts to modify the Agreement shall be void and non-binding on Comcast. Customer by signing below, agrees and accepts the terms and conditions of this Agreement.
7. IF CUSTOMER IS SUBSCRIBING TO COMCAST'S BUSINESS DIGITAL VOICE SERVICE, CUSTOMER, BY SIGNING BELOW, ACKNOWLEDGES RECEIPT AND UNDERSTANDING OF THE FOLLOWING 911 NOTICE:

911 NOTICE

Comcast business digital voice service ("Voice Service") may have the 911 limitations specified below:

• In order for 911 calls to be properly directed to emergency services using the Voice Service, Comcast must have the correct service address for each telephone number used by the Customer. If the Voice Service or any Voice Service device is moved to a different location without Customer providing an updated service address, 911 calls may be directed to the wrong emergency authority, may transmit the wrong address, and/or the Voice Service (including 911) may fail altogether. Customer's use of a telephone number not associated with its geographic location may also increase these risks.

• The Voice Service uses electrical power in the Company's premises. If there is an electrical power outage, 911 calling may be interrupted if a battery back-up is not installed in the voice modem, fails, or is exhausted.

• Calls using the Voice Service, including calls to 911, may not be completed if there is a problem with network facilities, including network congestion, network/equipment/power failure, a broadband connection failure, or another technical problem;

• Customer should call Comcast at 1-888-824-8104 if it has any questions or needs to update a service address in the 911 system. Delays in updating the service address may also impact 911.

• BY SIGNING BELOW, CUSTOMER ACKNOWLEDGES THAT IT HAS READ AND UNDERSTANDS THE FOREGOING 911 NOTICE AND THE 911 LIMITATIONS OF THE VOICE SERVICE.

By signing below, Customer agrees and accepts to the terms and conditions of this Agreement. The Comcast Business Terms and Conditions, and related policies can be found at <http://business.comcast.com/terms-conditions-smb>.

CUSTOMER USE ONLY		COMCAST USE ONLY (by Authorized representative)	
Signature:		Signature:	Sales Rep: Ian Gates
Name:		Name:	Sales Rep: ian_gates@cable.comcast.com
Title:		Title:	Email: t.com
Date:		Date:	Region: WNE Region
			Division: Northeast Division

SERVICE LOCATION DETAIL					
Customer Information					
Location Name:	Town Office	Business Phone:	(802)674-2626		
Company Name:	Town of Weathersfield	Cell Phone:	N/A		
Contact Name:	Ed Morris	Fax Number:	(802)674-2117		
Address1:	5259 US ROUTE 5	Email:	townmanager@weathersfield.org		
Address2:		Site Type:	Standard		
City:	ASCUTNEY	Emergency 911	5259 US ROUTE 5		
State:	VT	Information:			
Zip:	05030		ASCUTNEY, VT 05030		
Billing Information					
Date Of Quote:	11/15/2018	Service Term:	60		
The terms set forth in this agreement are valid for 30 days from Date of Quote					
Billing Contact:	Ed Morris	Zip:	05030		
Address1:	PO BOX 550	Phone:	(802)674-2626		
Address2:		Fax:	(802)674-2117		
City:	ASCUTNEY	Email:	townmanager@weathersfield.org		
State:	VT				
Voice Selection					
Voice Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Unified Communication Seats	13	\$24.95	\$29.95	\$324.35	\$389.35
Equipment Selection					
Equipment Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Voice Gateway	1	\$9.95	\$0.00	\$9.95	\$0.00
Polycom VVX 311 HD	12	\$0.00	\$0.00	\$0.00	\$0.00
Polycom VVX 411 HD	1	\$5.95	\$0.00	\$5.95	\$0.00
Summary Of Charges					
Aggregate Monthly Recurring Charges					
Monthly Recurring Charges:				\$340.25	
Promotional Discount:				\$0.00	
Promotion Option:				ICB-NED_BVE\$24.95Seats_OTT	
Promotion Description:					
Unified Communication Seats provided at discounted rate of \$24.95 each, rolling to rate card at end of original term. OTT Sites only. 2 year term required with Business Internet. 5 year term with Ethernet. Taxes/Usage/Fees/Equip extra					
Total Business VoiceEdge Monthly Recurring Charge*:				\$340.25	
*Applicable federal, state and local taxes & fees may apply; usage fee not included. Additional orders (adding or deleting seats) may change the "per seat" pricing					
Business VoiceEdge Standard Installation Fees					
Customer Training:	Online	No Charge			
Total Activation Charges:				\$389.35	
Site Installation Charges:				\$0.00	
Total Business VoiceEdge Standard Installation Fees:				\$389.35	

Customer Information					
Location Name: Proctor Library	Business Phone: (802)674-2626				
Company Name: Town of Weathersfield	Cell Phone: N/A				
Contact Name: Ed Morris	Fax Number: (802)674-2117				
Address1: 5181 US ROUTE 5	Email: townmanager@weathersfield.org				
Address2:	Site Type: Standard				
City: ASCUTNEY	Emergency 911: 5181 US ROUTE 5				
State: VT	Information:				
Zip: 05030	ASCUTNEY, VT 05030				
Billing Information					
Date Of Quote: 11/15/2018	Service Term: 60				
The terms set forth in this agreement are valid for 30 days from Date of Quote					
Billing Contact: Ed Morris	Zip: 05030				
Address1: PO BOX 550	Phone: (802)674-2626				
Address2:	Fax: (802)674-2117				
City: ASCUTNEY	Email: townmanager@weathersfield.org				
State: VT					
Voice Selection					
Voice Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Unified Communication Seats	2	\$24.95	\$29.95	\$49.90	\$59.90
Equipment Selection					
Equipment Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Voice Gateway	1	\$9.95	\$0.00	\$9.95	\$0.00
Polycom VVX 311 HD	1	\$0.00	\$0.00	\$0.00	\$0.00
Panasonic TGP600 Smart IP Cordless Phone Base Station	1	\$3.95	\$0.00	\$3.95	\$0.00
Panasonic TPA60 Smart IP Cordless Handset	1	\$4.95	\$0.00	\$4.95	\$0.00
Summary Of Charges					
Aggregate Monthly Recurring Charges					
Monthly Recurring Charges:				\$68.75	
Promotional Discount:				0	
Promotion Option:				ICB-NED_BVE\$24.95Seats_OTT	
Promotion Description:					
Unified Communication Seats provided at discounted rate of \$24.95 each, rolling to rate card at end of original term. OTT Sites only. 2 year term required with Business Internet. 5 year term with Ethernet. Taxes/Usage/Fees/Equip extra					
Total Business VoiceEdge Monthly Recurring Charge*:				\$68.75	
*Applicable federal, state and local taxes & fees may apply; usage fee not included. Additional orders (adding or deleting seats) may change the "per seat" pricing					
Business VoiceEdge Standard Installation Fees					
Customer Training:	Online			No Charge	
Total Activation Charges:				\$59.90	
Site Installation Charges:				\$0.00	
Total Business VoiceEdge Standard Installation Fees:				\$59.90	

Customer Information					
Location Name: Transfer Station			Business Phone: (802)674-2626		
Company Name: Town of Weathersfield			Cell Phone: N/A		
Contact Name: Ed Morris			Fax Number: (802)674-2117		
Address1: 5024 VT ROUTE 106			Email: townmanager@weathersfield.org		
Address2:			Site Type: Standard		
City: WEATHERSFIELD			Emergency 911: 5024 VT ROUTE 106		
State: VT			Information:		
Zip: 05151			WEATHERSFIELD, VT 05151		
Billing Information					
Date Of Quote: 11/15/2018			Service Term: 60		
The terms set forth in this agreement are valid for 30 days from Date of Quote					
Billing Contact: Ed Morris			Zip: 05030		
Address1: PO BOX 550			Phone: (802)674-2626		
Address2:			Fax: (802)674-2117		
City: ASCUTNEY			Email: townmanager@weathersfield.org		
State: VT					
Voice Selection					
Voice Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Unified Communication Seats	1	\$24.95	\$29.95	\$24.95	\$29.95
Equipment Selection					
Equipment Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Voice Gateway	1	\$9.95	\$0.00	\$9.95	\$0.00
Panasonic TGP600 Smart IP Cordless Phone Base Station	1	\$3.95	\$0.00	\$3.95	\$0.00
Panasonic TPA60 Smart IP Cordless Handset	1	\$4.95	\$0.00	\$4.95	\$0.00
Summary Of Charges					
Aggregate Monthly Recurring Charges					
Monthly Recurring Charges:				\$43.80	
Promotional Discount:				0	
Promotion Option:				ICB-NED_BVE\$24.95Seats_BI75+	
Promotion Description:					
Unified Communication Seats provided at discounted rate of \$24.95 each, rolling to rate card at end of original term. Minimum Business Internet 75 required. Minimum 2 year term required. Taxes/Usage/Fees/Equip extra					
Total Business VoiceEdge Monthly Recurring Charge*:				\$43.80	
*Applicable federal, state and local taxes & fees may apply; usage fee not included. Additional orders (adding or deleting seats) may change the "per seat" pricing					
Business VoiceEdge Standard Installation Fees					
Customer Training: Online				No Charge	
Total Activation Charges:				\$29.95	
Site Installation Charges:				\$0.00	
Total Business VoiceEdge Standard Installation Fees:				\$29.95	

Customer Information					
Location Name: Public Works			Business Phone: (802)674-2626		
Company Name: Town of Weathersfield			Cell Phone: N/A		
Contact Name: Ed Morris			Fax Number: (802)674-2117		
Address1: 483 STOUGHTON POND RD			Email: townmanager@weathersfield.org		
Address2:			Site Type: Standard		
City: WEATHERSFIELD			Emergency 911: 483 STOUGHTON POND RD		
State: VT			Information:		
Zip: 05151			WEATHERSFIELD, VT 05151		
Billing Information					
Date Of Quote: 11/15/2018			Service Term: 60		
The terms set forth in this agreement are valid for 30 days from Date of Quote					
Billing Contact: Ed Morris			Zip: 05030		
Address1: PO BOX 550			Phone: (802)674-2626		
Address2:			Fax: (802)674-2117		
City: ASCUTNEY			Email: townmanager@weathersfield.org		
State: VT					
Voice Selection					
Voice Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Unified Communication Seats	1	\$24.95	\$29.95	\$24.95	\$29.95
Equipment Selection					
Equipment Selections	Quantity	Unit Price(MRC)	Unit Price(NRC)	Total MRC	Total NRC
Voice Gateway	1	\$9.95	\$0.00	\$9.95	\$0.00
Panasonic TGP600 Smart IP Cordless Phone Base Station	1	\$3.95	\$0.00	\$3.95	\$0.00
Panasonic TPA60 Smart IP Cordless Handset	1	\$4.95	\$0.00	\$4.95	\$0.00
Summary Of Charges					
Aggregate Monthly Recurring Charges					
Monthly Recurring Charges:				\$43.80	
Promotional Discount:				0	
Promotion Option:				ICB-NED_BVE\$24.95Seats_BI75+	
Promotion Description:					
Unified Communication Seats provided at discounted rate of \$24.95 each, rolling to rate card at end of original term. Minimum Business Internet 75 required. Minimum 2 year term required. Taxes/Usage/Fees/Equip extra					
Total Business VoiceEdge Monthly Recurring Charge*:				\$43.80	
*Applicable federal, state and local taxes & fees may apply; usage fee not included. Additional orders (adding or deleting seats) may change the "per seat" pricing					
Business VoiceEdge Standard Installation Fees					
Customer Training: Online				No Charge	
Total Activation Charges:				\$29.95	
Site Installation Charges:				\$0.00	
Total Business VoiceEdge Standard Installation Fees:				\$29.95	



TOWN OF WEATHERSFIELD

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

(802)674-2626

P.O. BOX 550 ASCUTNEY, VT 05030

townmanager@weathersfield.org

November 29, 2018

To: Selectboard

Subject: Executive session

I would like to enter into executive session to discuss the possible litigation with AVFD about last years appropriation funding and to discuss a personnel issues in the police department.

Ed Morris

Town Manager

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Meeting date December 3, 2018
 AP warrant date 11/29/18
 Payroll warrant date 11/21/18
 Payroll warrant date 2 11/29/18



TOWN OF WEATHERSFIELD, VERMONT

Warrants for Meeting of December 3, 2018

	Check Date	Payroll	Operating Expenses
General Fund	11/21/18	\$7,413.26	
	11/29/18	\$6,962.08	
AP	11/29/2018		\$20,422.77
Total		\$14,375.34	\$20,422.77
Highway Fund	11/21/18	\$6,101.23	
	11/29/18	\$5,107.33	
AP	11/29/2018		\$6,526.84
		\$11,208.56	\$6,526.84
Solid Waste Mgmt F	11/21/18	\$813.94	
	11/29/18	\$727.66	
AP	11/29/2018		\$5,810.58
Total		\$1,541.60	\$5,810.58
Library	11/21/18	\$902.43	
	11/29/18	\$885.80	
AP	11/29/2018		\$2,599.56
Total		\$1,788.23	\$2,599.56
Grants	11/29/18		\$502.41
Agency Monies	11/29/18		\$622.25
Reserves	11/29/18		
Long Term Debt	11/29/18		
Grand Totals		\$28,913.73	\$36,484.41

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 \$65,398.14. Let this be your order for the payments of these amounts.

Selector

11/29/18

Town of Weathersfield Accounts Payable

Page 1 of 3

01:56 pm

Check Warrant Report # 19100 Current Prior Next FY Invoices For Fund (General Fund)

Account

For Check Acct 1 (General Fund) All check #s 11/20/18 To 11/29/18

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
VTAGHUMAN	OFFICE OF CHILD SUPPORT	11/21/18	Payroll Transfer PR-11/21/18	11-2-011-07.00 Garnishments	312.49	220723	11/27/18
VTAGHUMAN	OFFICE OF CHILD SUPPORT	11/29/18	Payroll Transfer PR-11/29/18	11-2-011-07.00 Garnishments	312.49	220723	11/27/18
AFLAC	AFLAC	11/01/18	Payroll Transfer PR-11/01/18	11-2-011-10.00 AFLAC	137.19	220724	11/29/18
AFLAC	AFLAC	11/08/18	Payroll Transfer PR-11/08/18	11-2-011-10.00 AFLAC	137.19	220724	11/29/18
AFLAC	AFLAC	11/15/18	Payroll Transfer PR-11/15/18	11-2-011-10.00 AFLAC	137.19	220724	11/29/18
AFLAC	AFLAC	11/21/18	Payroll Transfer PR-11/21/18	11-2-011-10.00 AFLAC	137.19	220724	11/29/18
AFLAC	AFLAC	11/29/18	Payroll Transfer PR-11/29/18	11-2-011-10.00 AFLAC	137.19	220724	11/29/18
ALLA	ALLARD'S PORTABLE TOILETS	11/26/18	Portable & Winter fee DEC 2018	11-7-302-38.85 Town Parks	205.00	220726	11/29/18
AT&T SVC	AT & T MOBILITY	11/28/18	Nov 18 cell NOV2018	11-7-101-31.00 Telephone	371.39	220728	11/29/18
BIBENS	BIBENS HOME CENTER INC.	11/06/18	plywood WWVFD 83216	11-7-207-30.00 WWVFD Funding	118.95	220729	11/29/18
BIBENS	BIBENS HOME CENTER INC.	11/06/18	return plywood rebuy diff 83217	11-7-207-30.00 WWVFD Funding	-60.20	220729	11/29/18
BIBENS	BIBENS HOME CENTER INC.	11/15/18	Tote utility 84271	11-7-201-20.00 Office Supplies	29.98	220729	11/29/18
BIBENS	BIBENS HOME CENTER INC.	11/19/18	velcro strips and nail 84562	11-7-101-20.00 Office Supplies	7.00	220729	11/29/18
BUSIN	BUSINESS RESOURCE SERVICE	11/21/18	Annual fee ANNUAL MEMFE	11-7-101-14.10 Insurance Benefits	250.00	220732	11/29/18
FLOANN	DANGO, FLO-ANN	11/16/18	Room charge for conferenc ROOMCHARG	11-7-103-27.00 Tuition and Training	293.54	220735	11/29/18
DANIELSWI	DANIELS, WILLIAM	11/18/18	Boston Training ROOM CHARGE	11-7-201-27.00 Tuition and Training	379.25	220736	11/29/18
GALLS	GALLS, LLC	11/09/18	cold gear 011215048	11-7-201-15.00 Uniforms and Cleaning	195.94	220740	11/29/18
GALLS	GALLS, LLC	11/12/18	Latex gloves 011229880	11-7-201-24.00 Equipment and Supplies	96.00	220740	11/29/18
GALLS	GALLS, LLC	11/13/18	coldgear legging 011239207	11-7-201-15.00 Uniforms and Cleaning	83.98	220740	11/29/18
GMP	GREEN MOUNTAIN POWER	11/15/18	MMH Nov18 200009NOV18	11-7-301-30.00 Electricity & Gas	337.19	220741	11/29/18
IRVINGOIL	IRVING ENERGY DISTRIBUTIO	11/18/18	130.7 gallons 53185	11-7-301-32.00 Heating Fuel Oil	313.70	220742	11/29/18
KOFILE	KOFILE PRESERVATION, INC.	11/14/18	mylar sleeves, Barrier sh 225187	11-7-103-44.00 Vault Expense	392.62	220743	11/29/18
LEAF	LEAF	11/28/18	Nov 18 lease 8917675	11-7-101-44.00 Copier Lease	188.23	220744	11/29/18
OREILLY	O'REILLY AUTO PARTS	10/15/18	car wash wheel cleaner 5683-162545	11-7-201-52.00 Repairs and Supplies	31.35	220747	11/29/18
PITNEY	PITNEY BOWES GLOBAL FINAN	11/08/18	Lease charge 3307486886	11-7-101-21.00 Postage	205.05	220748	11/29/18

11/29/18

Town of Weathersfield Accounts Payable

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01:56 pm

Check Warrant Report # 19100 Current Prior Next FY Invoices For Fund (General Fund)

Account

For Check Acct 1 (General Fund) All check #s 11/20/18 To 11/29/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
SHANDHEAT SHAND, HEATHER	11/21/18	Reimbursement MUNICIPALDAY	11-7-101-27.00 Tuition and Dues	25.00	220751	11/29/18
VALLEYNEW VALLEY NEWS	11/09/18	public hearing SB 01279678	11-7-101-23.50 Advertising	75.48	220755	11/29/18
VALLEYNEW VALLEY NEWS	11/11/18	Help wanted police 01279679	11-7-201-43.00 Legal Expense	351.54	220755	11/29/18
VALLEYNEW VALLEY NEWS	11/16/18	PUBLIC HEARING 01279732	11-7-101-23.50 Advertising	75.48	220755	11/29/18
VTTAXGA VERMONT STATE OF	11/28/18	November Garishments NOVGARNISH	11-2-011-07.00 Garnishments	60.00	220756	11/29/18
VTTAXGA VERMONT STATE OF	11/28/18	Oct garnishment OCT GARNISHM	11-2-011-07.00 Garnishments	48.00	220756	11/29/18
VLCT MUNI VLCT	11/08/18	HR Workshop Terrill 2018-20144	11-7-101-27.00 Tuition and Dues	30.00	220757	11/29/18
VMERS DB VMERS DB.	11/01/18	Payroll Transfer PR-11/01/18	11-2-011-05.00 Retirement	1573.62	220758	11/29/18
VMERS DB VMERS DB.	11/08/18	Payroll Transfer PR-11/08/18	11-2-011-05.00 Retirement	1640.34	220758	11/29/18
VMERS DB VMERS DB.	11/15/18	Payroll Transfer PR-11/15/18	11-2-011-05.00 Retirement	1577.00	220758	11/29/18
VMERS DB VMERS DB.	11/21/18	Payroll Transfer PR-11/21/18	11-2-011-05.00 Retirement	1912.16	220758	11/29/18
VMERS DB VMERS DB.	11/29/18	Payroll Transfer PR-11/29/18	11-2-011-05.00 Retirement	1804.24	220758	11/29/18
PRPREV VT STATE TREASURER	11/26/18	Marriage/civil union MARRIAGE	11-2-010-23.00 Clerk to VT - Marriage Li	450.00	220759	11/29/18
WWVFD WEST WEATHERSF. VOL. FIRE	11/28/18	Donation by Perahia DONATIONPERA	11-6-101-99.00 Miscellaneous Revenue	50.00	220761	11/29/18
WEXBANK WEX BANK	11/26/18	Nov 18 AVFD 56734938	11-7-206-51.00 AVFD Fuel	173.00	220762	11/29/18
WEXFLEET WEX BANK	11/26/18	Nov 18 Police gas 56682605	11-7-201-51.00 Gas and Oil	642.25	220763	11/29/18
PRTAXES IRS - PAYROLL TAXES	11/21/18	Payroll Transfer PR-11/21/18	11-2-011-02.00 Social Security W/H	3205.90 E	1258	11/21/18
PRTAXES IRS - PAYROLL TAXES	11/21/18	Payroll Transfer PR-11/21/18	11-2-011-01.00 Federal Income Tax W/H	1978.86 E	1258	11/21/18

11/29/18

Town of Weathersfield Accounts Payable

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Check Warrant Report # 19100 Current Prior Next FY Invoices For Fund (General Fund)
For Check Acct 1 (General Fund) All check #s 11/20/18 To 11/29/18

Account

Vendor	Invoice	Invoice Description		Amount	Check	Check
	Date	Invoice Number	Account	Paid	Number	Date
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		Report Total		20422.77		
				=====		

11/29/18

Town of Weathersfield Accounts Payable

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Check Warrant Report # 19100 Current Prior Next FY Invoices For Fund (Highway Fund)

Account

For Check Acct 1 (General Fund) All check #s 11/20/18 To 11/29/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
AMAZONCR	AMAZON	10/25/18 fluid film undercoating	12-7-101-52.00	94.40	220727	11/29/18
		468937949983	Repairs & Supplies			
AMAZONCR	AMAZON	11/01/18 Iphone screen and case	12-7-101-52.00	-2.00	220727	11/29/18
		549664978886	Repairs & Supplies			
AMAZONCR	AMAZON	11/01/18 Iphone screen and case	12-7-101-52.00	59.90	220727	11/29/18
		549664978886	Repairs & Supplies			
BUSHWAY	BUSHWAY, MARK	11/26/18 move excavator/muchler	12-7-101-45.00	750.00	220731	11/29/18
		3202	Contract Work			
CERSOSIMA	CERSOSIMO INDUSTRIES, INC	11/17/18 Stone purchase	12-7-101-58.26	1423.00	220734	11/29/18
		260294	Gravel Purchase			
DENSM	DENSMORE, LARRY	11/26/18 Hardwood stakes (50)	12-7-101-52.00	62.50	220737	11/29/18
		10042018	Repairs & Supplies			
PRESCOTT	EVERETT J. PRESCOTT, INC	11/13/18 Pipe for Lottery lane	12-7-101-52.00	1535.20	220738	11/29/18
		5476424	Repairs & Supplies			
FOLEY	Foley Services, Inc.	11/13/18 HW uniforms 11/13	12-7-101-15.20	88.43	220739	11/29/18
		1203110	Uniforms & Cleaning			
GMP	GREEN MOUNTAIN POWER	11/15/18 Yewell lane Nov	12-7-101-45.01	20.84	220741	11/29/18
		200001NOV18	Antenna Electric Service			
NORTRAX	NORTRAX EQUIPMENT COMPANY	11/29/18 Fuel tank filler cap	12-7-101-52.00	68.93	220746	11/29/18
		1883773	Repairs & Supplies			
BEANE	RAY BEANE, INC.	11/07/18 T-16 Front Tires	12-7-103-52.10	1000.00	220749	11/29/18
		218031	Tires			
S.G.REED	REED TRUCK SERVICES INC	11/26/18 Supplies	12-7-101-52.00	17.98	220750	11/29/18
		1804754	Repairs & Supplies			
SMI	SMITH, GARDNER	11/21/18 Beavers on Lottery lane	12-7-101-45.00	150.00	220752	11/29/18
		11152018	Contract Work			
SPURRS	SPURRS REPAIR	11/16/18 mount & Balance tires,oil	12-7-101-52.00	240.00	220753	11/29/18
		19890	Repairs & Supplies			
STPIERRE	ST. PIERRE INC.	11/15/18 1" Gravel Blend	12-7-101-58.26	1017.66	220754	11/29/18
		1003747	Gravel Purchase			
Report Total				6526.84		

11/29/18

Town of Weathersfield Accounts Payable

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Check Warrant Report # 19100 Current Prior Next FY Invoices For Fund (Proctor Library)
 For Check Acct 1 (General Fund) All check #s 11/20/18 To 11/29/18

Account

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
AMAZONCR	AMAZON	11/02/18 ikea magazine file	13-7-101-20.00	21.99	220727	11/29/18
		468347373584	Library Supplies			
AMAZONCR	AMAZON	10/22/18 Game of Thrones	13-7-101-78.50	30.40	220727	11/29/18
		489854945496	Videos/DVD, Adult			
AMAZONCR	AMAZON	11/02/18 wall clock	13-7-101-20.00	25.93	220727	11/29/18
		556445386696	Library Supplies			
AMAZONCR	AMAZON	10/26/18 plot to destroy	13-7-101-78.10	26.53	220727	11/29/18
		846553647743	Books, Adult			
BRODART	BRODART CO.	11/16/18 laminating pockets	13-7-101-20.00	189.04	220730	11/29/18
		515572	Library Supplies			
BRODART	BRODART CO.	11/14/18 Books	13-7-101-78.10	8.39	220730	11/29/18
		5475964	Books, Adult			
BRODART	BRODART CO.	11/21/18 Books	13-7-101-78.20	15.65	220730	11/29/18
		5481437	Books, Juvenile			
BRODART	BRODART CO.	11/21/18 Books	13-7-101-78.10	18.09	220730	11/29/18
		5481437	Books, Adult			
BRODART	BRODART CO.	11/21/18 Books	13-7-101-78.15	32.39	220730	11/29/18
		5481437	Books, Young Adult			
BRODART	BRODART CO.	11/21/18 Books	13-7-101-78.20	3.98	220730	11/29/18
		5481438	Books, Juvenile			
GMP	GREEN MOUNTAIN POWER	11/26/18 Library electric	13-7-101-30.00	329.19	220741	11/29/18
		200004NOV18	Utilities			

Report Total

 701.58
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11/29/18

Town of Weathersfield Accounts Payable

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01:56 pm

Check Warrant Report # 19100 Current Prior Next FY Invoices For Fund (Solid Waste)
 For Check Acct 1(General Fund) All check #s 11/20/18 To 11/29/18

Account

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
GOBIN	CASELLA WASTE SERVICES	11/19/18 PU 11/16/18	21-7-102-45.00	281.88	220733	11/29/18
		450497	Zero Sort contain &Tipp			
GOBIN	CASELLA WASTE SERVICES	11/19/18 PU 11/16/18	21-7-102-45.00	172.09	220733	11/29/18
		450497	Zero Sort contain &Tipp			
GOBIN	CASELLA WASTE SERVICES	11/19/18 PU 11/16/18	21-7-101-45.10	766.50	220733	11/29/18
		450497	C&D Tipping			
GOBIN	CASELLA WASTE SERVICES	11/19/18 PU 11/16/18	21-7-101-45.05	964.95	220733	11/29/18
		450497	Trash-Tipping			
GOBIN	CASELLA WASTE SERVICES	11/19/18 PU 11/16/18	21-7-101-45.26	490.00	220733	11/29/18
		450497	C&D-Container Charge			
GOBIN	CASELLA WASTE SERVICES	11/19/18 PU 11/16/18	21-7-101-45.25	245.00	220733	11/29/18
		450497	Trash Container charge			
GOBIN	CASELLA WASTE SERVICES	11/27/18 Pickup 11/23	21-7-102-45.00	199.67	220733	11/29/18
		451200	Zero Sort contain &Tipp			
GOBIN	CASELLA WASTE SERVICES	11/27/18 Pickup 11/23	21-7-102-45.00	281.88	220733	11/29/18
		451200	Zero Sort contain &Tipp			
GOBIN	CASELLA WASTE SERVICES	11/27/18 Pickup 11/23	21-7-102-45.03	138.38	220733	11/29/18
		451200	Disposal of Tires			
GOBIN	CASELLA WASTE SERVICES	11/27/18 Pickup 11/23	21-7-101-45.05	1345.05	220733	11/29/18
		451200	Trash-Tipping			
GOBIN	CASELLA WASTE SERVICES	11/27/18 Pickup 11/23	21-7-101-45.25	245.00	220733	11/29/18
		451200	Trash Container charge			
GOBIN	CASELLA WASTE SERVICES	11/27/18 Pickup 11/23	21-7-101-45.26	245.00	220733	11/29/18
		451200	C&D-Container Charge			
GOBIN	CASELLA WASTE SERVICES	11/27/18 Pickup 11/23	21-7-101-45.10	422.10	220733	11/29/18
		451200	C&D Tipping			
FOLEY	Foley Services, Inc.	11/13/18 SW uniforms	21-7-101-15.00	13.08	220739	11/29/18
		1203111	Uniforms & Cleaning S.W.			
Report Total				5810.58		

11/29/18

Town of Weathersfield Accounts Payable

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01:56 pm

Check Warrant Report # 19100 Current Prior Next FY Invoices For Fund (Agency Monies)

Account

For Check Acct 1 (General Fund) All check #s 11/20/18 To 11/29/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
STEVE AIK AIKENHEAD, STEVE	11/29/18	close out agency monies BOOK SALES	40-2-101-02.00 Weathersfield Book Sales	490.25	220725	11/29/18
WEATHER WEATHERSFIELD HISTORICAL	11/29/18	Close out agency monies 2011 CALENDAs	40-2-101-07.00 Historical Society	132.00	220760	11/29/18
Report Total				622.25		

11/29/18

Town of Weathersfield Accounts Payable

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01:56 pm

Check Warrant Report # 19100 Current Prior Next FY Invoices For Fund (Library Expansion)

Account

For Check Acct 1 (General Fund) All check #s 11/20/18 To 11/29/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
NBF ARCH	NBF ARCHITECTS, P.C.	11/28/18	Library capital	60-7-101-06.50	1897.98	220745 11/29/18
		15	Library Expan-Constructio			
		Report Total		1897.98		

11/29/18

Town of Weathersfield Accounts Payable

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01:56 pm

Check Warrant Report # 19100 Current Prior Next FY Invoices For Fund (Safety Grant)

Account

For Check Acct 1(General Fund) All check #s 11/20/18 To 11/29/18

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
WORKSAFE WORKSAFE TCI INC.	10/11/18	brackets,delineator 18493	71-7-101-09.00 Safety Grant Equip	502.41	220764	11/29/18
Report Total				502.41		

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Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
BALLAM	BALLAM, MARION J.	E	10760	11/21/18	0.00	42.45
CONGDONJ	CONGDON, JENNIFER B.		47246	11/21/18	166.53	0.00
DANGOF	DANGO, FLORA ANN		47247	11/21/18	266.28	415.00
DANIELSWI	DANIELS, WILLIAM J.	E	10762	11/21/18	0.00	1144.75
ESTYJOSH	ESTY, JOSHUA W.	E	10764	11/21/18	0.00	228.97
ESTYLYNNE	ESTY, LYNNETTE A.	E	10765	11/21/18	0.00	151.80
FEDOROW	FEDOROW, SVEN	E	10766	11/21/18	0.00	544.85
HIERCA	HIER, CAROLYN A.	E	10767	11/21/18	0.00	259.65
HIERS	HIER, STEVE A.	E	10768	11/21/18	0.00	226.07
KELLY	KELLY, DARLENE R.	E	10770	11/21/18	0.00	852.34
MORRISED	MORRIS, EDWARD F.	E	10773	11/21/18	0.00	1026.58
	Fringes paid via direct deposit					64.38
MORSE	MORSE, MARTHA J.	E	10774	11/21/18	0.00	60.42
MULDOONLA	MULDOON, LARRY J.	E	10775	11/21/18	0.00	670.38
NEILYSTEVE	NEILY SR, STEVEN B.		47249	11/21/18	177.38	0.00
SKALABAN	SKALABAN, ALEXIS H.	E	10780	11/21/18	0.00	33.50
SMITH	SMITH, STEVEN		47250	11/21/18	127.53	0.00
STAPLENIC	STAPLETON, NICKOLAS E.		47251	11/21/18	248.80	0.00
TERRILL	TERRILL, SUSANNE	E	10782	11/21/18	0.00	705.60
					986.52	6426.74

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Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
BEARSE	BEARSE, DEFOREST D.	E	10784	11/29/18	0.00	72.05
CONGDONJ	CONGDON, JENNIFER B.		47253	11/29/18	166.53	0.00
DANGOF	DANGO, FLORA ANN		47254	11/29/18	266.28	415.00
DANIELSWI	DANIELS, WILLIAM J.	E	10786	11/29/18	0.00	984.11
ESTYLYNNE	ESTY, LYNNETTE A.	E	10788	11/29/18	0.00	176.07
FEDOROW	FEDOROW, SVEN	E	10789	11/29/18	0.00	498.80
HIERCA	HIER, CAROLYN A.	E	10790	11/29/18	0.00	276.80
HIERS	HIER, STEVE A.	E	10791	11/29/18	0.00	226.07
KELLY	KELLY, DARLENE R.	E	10793	11/29/18	0.00	852.34
MORRISED	MORRIS, EDWARD F.	E	10796	11/29/18	0.00	1033.50
	Fringes paid via direct deposit					64.38
MULDOONLA	MULDOON, LARRY J.	E	10797	11/29/18	0.00	876.37
SMITH	SMITH, STEVEN		47256	11/29/18	127.53	0.00
STAPLENIC	STAPLETON, NICKOLAS E.		47257	11/29/18	250.05	0.00
TERRILL	TERRILL, SUSANNE	E	10802	11/29/18	0.00	676.20
					810.39	6151.69
					=====	=====

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Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
ESTYJO	ESTY, JOHN W.	E 10763	11/21/18	0.00	949.88
HUNTDON	HUNTLEY, DONALD A.	E 10769	11/21/18	0.00	966.33
LONGTIN	LONGTIN, ALEXANDER J.	E 10771	11/21/18	0.00	891.10
MOORER	MOORE, RAY A.	E 10772	11/21/18	0.00	1040.91
PELLETRY	PELLETIER, RYAN M.	E 10776	11/21/18	0.00	590.04
PIPE	PIPE, SCOTT	E 10777	11/21/18	0.00	863.73
STAPLETON	STAPLETON, RAY E.	E 10781	11/21/18	0.00	799.24
				0.00	6101.23
				=====	=====

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Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
ESTYJO	ESTY, JOHN W.	E 10787	11/29/18	0.00	761.01
HUNTDON	HUNTLEY, DONALD A.	E 10792	11/29/18	0.00	742.71
LONGTIN	LONGTIN, ALEXANDER J.	E 10794	11/29/18	0.00	570.05
MOORER	MOORE, RAY A.	E 10795	11/29/18	0.00	896.76
PELLETRY	PELLETIER, RYAN M.	E 10798	11/29/18	0.00	590.04
PIPE	PIPE, SCOTT	E 10799	11/29/18	0.00	564.07
STAPLETON	STAPLETON, RAY E.	E 10801	11/29/18	0.00	982.69
				-----	-----
				0.00	5107.33
				=====	=====

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Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
MERICLE J	MERICLE, JAMES S.	47248	11/21/18	271.60	0.00
WATERST	WATERS, TYLER M.	47252	11/21/18	542.34	0.00
				813.94	0.00
				=====	=====

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Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
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MERICLE J	MERICLE, JAMES S.	47255	11/29/18	260.08	0.00
WATERST	WATERS, TYLER M.	47258	11/29/18	467.58	0.00
				-----	-----
				727.66	0.00
				=====	=====

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Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
COLEMAN	COLEMAN, GLENNA J.	E 10761	11/21/18	0.00	94.04
RICHARDMA	RICHARDSON, MARK P.	E 10779	11/21/18	0.00	671.88
TOPOLSKI	TOPOLSKI, JUDITH A.	E 10783	11/21/18	0.00	136.51
				-----	-----
				0.00	902.43
				=====	=====

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Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
COLEMAN	COLEMAN, GLENNA J.	E	10785	11/29/18	0.00	94.04
RICHARDMA	RICHARDSON, MARK P.	E	10800	11/29/18	0.00	671.88
TOPOLSKI	TOPOLSKI, JUDITH A.	E	10803	11/29/18	0.00	119.88
					-----	-----
					0.00	885.80
					=====	=====

*****885.80