

TOWN OF WEATHERSFIELD, VERMONT
SELECT BOARD

**Select Board Agenda
Martin Memorial Hall
5259 US Route 5
Monday, August 5th, 2019
6:30 P.M.
REGULAR MEETING STARTS AT 7:00**

1. Call to Order
2. Executive Session as per 1 V.S.A. § 313 (3) Personnel - 6:30
3. Agenda Review - 7:00
4. Comments from Select Board and Town Manager
5. Comments from Citizens on Topics not on Agenda
6. Review Minutes from Previous Meetings 7/9/2019, 7/15/2019, and 7/30/2019
7. Discuss Dissolution of Perkinsville Village (Possible Action Item)
8. Town Solar Project Update (Discussion)
9. Discuss Assessor Position (Possible Action Item)
10. Fire Discussion (Possible Action Item)
 - a. Review Fire Communication Meeting
 - b. Continued Discussion on the Future of the Town Fire Departments
11. Discuss Highway Position (Discussion)
12. Paving Project Review (Discussion)
13. Approve use of reserves for Crack Sealing (Action Item)
14. Approve Salt Shed Grant (Action Item)
15. Award Gravel RFB (Action Item)
16. Review documents and discuss possible Town Manager Search (Possible Action Item)
17. Discuss Town Hall Security (Possible Action Item)
18. Budget Update (Discussion)

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

19. Appointments

- A. Budget Committee (Three Openings)
- B. Connecticut River Joint Commission
- C. CRJC Mt Ascutney Subcommittee
- D. Fence Viewer (Two Openings)
- E. Southern Windsor County Transportation Advisory Committee
- F. Zoning Board of Adjustment (One Opening)
- G. Village Planning Committee
- H. Veterans Memorial Committee (Five Openings)

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20. Approve Warrant

21. Adjourn

Future meeting Items:

- Act 64 Presentation
- Class IV Road and Trail Signs
- Ash Tree Discussion

TOWN OF WEATHERSFIELD, VERMONT
Select Board Agenda
Martin Memorial Hall
5259 US Route 5
Tuesday July 9th, 2019
7:00 P.M.
REGULAR MEETING
RESCHEDULED FROM JULY 1st, 2019

Select Board Members Present:

Kelly Murphy
Daniel Boyer
Michael Todd
N. John Arrison

Ed Morris, Town Manager

Select Board Members Absent:

David Fuller

Others present:

Paul Tillman, Ray Stapleton, Christian Huebner, Josh Dauphin

1. Call to Order:

Kelly Murphy called meeting to order at 7:00 PM.

2. Agenda Review:

Kelly received an email from Patti Arrison asking if we could postpone the topics of #10 and #11, the Nonprofits use of transfer station and associated fees and Bottle Redemption Fund for Historical Society as she was not able to make it to the meeting. Ed suggested we move it down below Agenda item # 16 and we could begin the conversation and continue it at the next meeting when she would be able to attend. Kelly did email to make sure she would be available for the August 15th meeting. All in agreement to move those topics down on the agenda.

3. Comments from Select Board and Town Manager

Kelly was asked to read:

The Weathersfield Proctor Library invites you their 9th Annual Summer Evening with Friends and Neighbors. It's going to be featuring the Woods Tea Company, Saturday July 27th at 6pm at the Weathersfield Meeting House. There is also going to be a Silent Auction with viewing starting at 6pm along with appetizers, beverages and desserts during the concert break. Suggested donation is \$15 at the door. Proceeds from the event will benefit the Proctor Library Capital Campaign."

Ed Morris "Dan, myself and Ray met a guy at the Highway Dept, looked over the 2003 MAC and we sold it for \$40,000. He put a non-refundable deposit down and will be back in a few weeks with a guaranteed bank check for the balance. We were asking \$42,500.00 and were hoping for \$38,000 plus, so this is right in the ball park of what we wanted."

N. John Arrison asked if this was the first offer.

Ed stated that this was not the first offer. It was the 2nd. The first offer came in lower.

Kelly asked to be reminded where the \$40,000 was going. Ed noted it would be going to the Highway Equipment Reserve per policy.

Ed suggested that it would be good for the Select Board to go out to the Highway Garage and see some of the changes that have happened since Ray took over. His recommendation is to schedule the August 19th meeting be at the Highway Garage and have Darlene review some financial and budget items with the Select Board. Ray will review some Act 64 information regarding the highway legislative changes.

4. Comments from citizens on topics not on agenda:

None

5. Review minutes from previous meeting 06/17/2019:

Motion to approve minutes from 6/17/19 made by Dan Boyer
Mike Todd 2nd

Edit – page 7 of 9 Item #11, 3rd paragraph, “to sell, to sell” need to strike one of the “to sell”

“All in favor of the motion as amended”

Vote on the motion: Unanimous in favor

Abstained

6. Fire Discussion (Discussion)

a. Monthly Fire Department Communication Meetings

The Town Manager sent a summary of the first communication meeting (see attached) to the Select Board. He feels that the first meeting went well and used the time to really discuss what they wanted to talk about and how they wanted to move forward. Good ideas came from that. There were some issues with sending attachments back and forth and opening them through email. Darlene will now be putting together packets to distribute at those meetings.

Meetings are the 3rd Tuesday of each month at 6:30 am.

There was discussion about:

- Hydrants
- Projects they want to put in for maintenance grants
- Building grants for building hydrants

One thing that was discussed about starting was consolidating SOGs or Response Protocols and they decided Response Protocols would be faster and easier. We will probably start working on that right away. This would make how we respond out of each station the same.

They were starting hose testing the night of that meeting. The Town Manager was able to go out to West Weathersfield and help them set up and then was able to go to Ascutney as they were packing up the last of their hoses but was able to talk to Chief Spaulding about how it went.

Kelly asked about the stipend that the Board agreed on for the volunteers that participated in the hose testing to

verify it was given to the departments and used accordingly.

Included in the packet (attached) is a copy of the Fire Matrix that has been presented throughout the Municipal Fire Department Discussions. That was briefly reviewed again. It is something that can be reviewed and referred to as the monthly meetings between the Town Manager and Fire Chiefs continue.

b. Next Steps

The Town Manager asked the Select Board to discuss the next steps as far as making a decision how they are going to address issues at hand, for example, are we going to move to a single department, clear response expectations, what does the Select Board want them responding to?

Examples given by the Town Manager:

Emergency Medical Calls. We are contracted through Golden Cross and our Fire Department goes to support them. Do we want that to be a mandated service from the Fire Departments? Do we want them to respond if they are available to? What level of response in different situations?

There has been a lot of discussion on what we're doing, but there has been no decision made on how we are going to move forward. We have gone in bunch of directions and there are a lot of ideas out there, but we have never made a definitive decision.

N. John Arrison discussed needing to get Golden Cross Ambulance involved in the discussion regarding medical. We would have to set up some sort of protocol on who and what level the decision is made to not tone the Fire Department.

The Town Manager noted that making the call of whether the Fire Department should go or not go is a tough one because you get in situations where the Fire Department shouldn't have been toned but was or wasn't toned and should have been.

Kelly Murphy agreed as there have been times, in her experience, when a call has come in as one thing, but when you arrive on scene it ends up being something totally different. When you have someone giving and assessment to the ambulance that helps an ambulance to visualize.

Ray Stapleton suggested that instead of deciding what level of call to respond to, you figure out what level of training you want people to have or the service you expect them to provide when they get there.

Paul Tillman commented that having a familiar face in the event of an emergency, even if they can't do something, just having the reassurance the ambulance is on the way and the familiarity is calming.

The Town Manager said if we are going to make decisions about what response levels we want people to have then we need to make decisions on how much money we are willing to put into training.

Kelly Murphy stated that as a Town we will need to be very clear liability wise, about what the stipulations are around this would be. If you're an EMT on the volunteer Fire Department, that's totally different than if you are a volunteer Fire Fighter and your scope of service is the base you get in Fire 1. "I would want to know what are the levels and what do I have for liability?"

The Town Manager commented that levels of liability should come with training. When you get trained you can only act within your scope of practice.

Michael Todd thanked the Fire Fighters for all that they do and reiterated that one of the goals for the Municipal Fire Department plans was for the Chief to be an EMT. He asked "How many calls in the Town are for fires annually."

Josh Dauphin stated "For WWVFD there are between 128-140 calls annually, of which 65-70 are EMS related and the remainder are fire related."

Michael Todd discussed that based on the numbers from WWVFD, EMS seems like a pretty important area that we should be addressing. "Working towards a better system is the goal, whether that's Municipal or whether that is unified, and how we get there."

Based on the most recent Town Report, WWFD had:

186 calls for the 17' – 18' year, of which the 2 largest volume calls were:

- Medical (69 calls)
- MV accidents and car fires (49)

55 times WWVFD were called to Ascutney.

Josh Dauphin “So out of that 189 calls, take out the 55 times we came to this side of Town, then minus the 69 on medical calls so the remainder is fire related on the West side of Town.”

There was no one from AVFD at the meeting and that data is not included in the most recent Town Report.

N. John Arrison “I don’t disagree with anything that has been said, but it doesn’t address the problem right now, you’ve got about 4 people, when they can, responding to all medical calls. That’s way too much to ask of anybody to pull themselves out work that much, the daytime is particularly problematic, but I think that the night time response is the same people too. People don’t have the inclination or the time. So, either you form a Fast Squad and handle it that way, trying to make a hybrid Fire Department/Fast Squad is ...”

Michael Todd “The point is that EMS is very important and is lacking and it needs to be addressed. I know the Municipal Department Plan is supposed to do that; it’s headed in that direction.”

There was further discussion about the proposed roll of a Municipal Fire Chief, being and EMT and the majority of his work would be focus on that.

Ray Stapleton suggested is to simplify or explain the Fire Service. There are so many different variables of service, HAZMAT, Search and Rescue, Swift Water Rescue, etc. The Town needs to define a baseline service that they are able to afford and can do.

Issues discussed on the variables of service:

- What level of service do we offer?
- How do we communicate that with the Town?
- What is the basic understanding for these “specialty” areas?
- Clear definition and having an emergency plan of mutual aid coming for those calls.

Josh Dauphin “Our Fire Service right now is more or less at the baseline. I’m looking at it as one Municipal Department. There are a lot of specialty items for training that who really covers those are the paid, full time departments. When you say, “try to get that out to people” what’s most important? A lot of time, until that individual is in whatever situation they’re in, they’re going to wait 15-20, half an hour before we get a technician on whatever call it is. They aren’t going to be too pleased.”

“It can be very expensive to try to cover all of those areas, there is no reason why, we as a Town, would not be able to get a couple Fire Fighters, not 2 single departments, but 1 department, get individuals that are willing, dedicated to take and go to the trainings. A lot of them cost money, a lot of hours involved in those. Get individuals in these certain areas, we don’t need a whole team of 4 or 5, 6 of them. That way our initial response, we can start the process a lot quicker than waiting for Mutual Aid to come in.”

This would also allow for us, as a Town, to offer Mutual Aid back to the towns that we ask for help from all the time, if there is an incident.

“One of the biggest things for me is, yes we are going to have a full time Chief to do all these duties, but for me to have a Chief that is at least an EMT Basic, if not higher, to take and handle, we have no rescue squad, we have no Fast Squad, we are limited on EMTs on either side of the Town, and if there are EMT’s they are probably doing it as a full time job and they’re not around for probably 80% of the calls. So, we’re back to square one with our individuals doing First Aid, CPR, the bare bones basic of trying to provide service on these medical calls.”

Kelly Murphy addressed concerns of this situation being a huge part of burn-out for the volunteers.

The current set up is with the 6 Line Officers. They are currently doing 2 officers rotating 6am – 9pm and 9pm – 6am.

There was discussion surrounding the number of hours required to become a 1st responder, Basic EMT, etc. past and present. There are varying levels with varying certifications depending on what you want to do, how often you want to recertify, etc.

Mike Todd “How many 1st responders do you have Josh?”

Josh Dauphin “There are 2 different ways to answer that. As a Fire Department, we are considered First Responders, through the National Registry, zero.”

Mike Todd “Do you know what Ascutney is?”

Town Manager “They are probably 1 or 2.”

Josh Dauphin “So it comes back to, we have the hours just to do the fire fighting stuff and then we have the this whole other module of EMS, where it’s just as many hours as the fire side of it and to try to obtain people to do both as just a volunteer basis is very hard to get that commitment from someone.”

One of Josh’s goals is to work on closing the gap and having a working relationship with Springfield and Golden Cross on certain calls that are high demand of having adequate, highly trained EMTs and reducing response by 10 – 15 minutes.

Mike Todd “Do you think having a Municipal Chief would lower those response times?”

Josh Dauphin “Having a Municipal Chief that is an EMT, you’re talking about from a 5- 8-minute eminent mark of having someone trained, probably to any part of our town, before an ambulance.”

Town Manager “Having a Chief would help building relationships with these services.”

Ray Stapleton “Besides building a relationship with area town is recruitment, setting up scheduling, you talked about Ascutney having a scheduling, getting people trained so you’re not having burn out, having the time to set all that stuff up is huge. That’s all planning and management, which there’s so much other stuff going on with Josh and Darrin’s lives, and whoever else is in charge, a lot of that stuff is hard to do.”

Discussion was wrapped up with next steps and being tasked to decide what they want our Fire Department to become and having continued discussions regarding the Municipal Department.

7. Town Solar Project Lease Discussion (Possible Action Items) (See Transfer Station Proposal Letter to the Select Board dated 7/2/19 attached.)

Christian Huebner was present, he is the abutting landowner to the Transfer Station.

Kelly Murphy “What are your thoughts, because the last time I personally saw you at a meeting you didn’t say anything. So, what are your thoughts on this project.

Christian Huebner “I am supportive of the solar project at the Transfer Station. I have no issue with it whatsoever. It doesn’t impact my line of sight at all, if it did, some things are good for the public good as well. “
Kelly Murphy “Have you viewed the most recent map, because you went through that update you said and there were a couple changes made.”

Christian Huebner “I just saw, I watched the SAPA and read the notes from the last meeting as well. We were out of town. I saw that you were paying attention to the Green Mountain Power line a little bit more and trying to move the array back a little bit from that to mitigate Nikkita from being able to see it.”

a. Lease Payment Allocation

“After some thought and discussion with staff, I feel we should apply the lease payments to the budget of where the array is hosted (\$11,000 to the highway budget and \$11,000 to the transfer station budget).”

Town Manager discussed the current Transfer Station Budget. “The Reserves may look high at \$72,000, but they are actually pretty low. “

The reserve fund for the transfer station should have \$150,000+ in it to cover current needs:

- \$81,000+ for the capping fund (figured at \$69,000 for 16 years assuming 1% interest)
- \$29,000 as required by our current transfer station permit
- \$40,000 estimated need for the new compactor and concrete work that needs to be completed within the next year.

Currently the reserve fund has \$72,703 in it, which leaves a need of \$77,297. With this amount needed and the continued accrued interest for the capping fund, it would take approximately 8 years of lease payments just to catch up to where we should be. This does not take into account other changes and projects, or future revenues.

b. Lease Review

Troy is on vacation; the lease has not been completed.

Town Manager “We are one of the few transfer stations this year that came in, in the black.”

Kelly Murphy “Why would we not put the funds towards where those things are located?”

Mike Todd “My idea would be to put half of it in the General Fund, from the Transfer Station. My only reason for that is, I’m listening to this presentation, where does the budget fall? You’re telling me it’s in the black and it might not be and we have some projects coming up. How does that budget, when we go to the Town Meeting, we say that the Transfer Station is a self-supporting.”

Town Manager “We do not use any tax funds.”

Mike Todd “On an annual basis, the Transfer Station supports itself so why not take some of those profits and put it to the general fund?”

N. John Arrison “The argument there is that it’s a town asset, that whole town should benefit from it.”

D. Boyer “I disagree and think it should all go to the Transfer Station because 1.) It will help stabilize the fees and if you increase the fees the trash ends up on the roadsides. If we can keep it down, that means it will go to the Transfer Station.”

Kelly Murphy “I agree with Dan.”

D. Boyer made the motion to “Take the proceeds coming in from the solar projects go to the departments they are in; the Highway goes to the Highway and the one at the Transfer Station goes to the Transfer Station.”

Mike Todd 2nd

Vote on the motion: 3 ayes, 1 abstain

8. Set 2019-2020 Property Tax Rate and Due Dates (See attached letter to Select Board)

Note – there was a calculation error in the letter to the Select Board. The property tax rate was listed at .6252, however the correct calculation should be .6253.

Recommended: Set the property tax rates for the Town of Weathersfield at .6253, the Village of Perkinsville tax rate of .0391.

Darlene wanted to make note that there is new terminology on the tax bills, instead of Homestead and Non-Homestead it will read Non-Residential and Residential.

The look of the tax bills has also changed. The top of the bill will resemble your previous bills. You will still have the quarterly tear tabs for payments; however, the middle section of the bill is now broken into 2 sections. On the left side it is all the municipal related info broken down and on the right side is the educational related info broken down.

This could become confusing for escrow companies, so she cautioned to give them a call when the new bills are released so they are aware of the changes and taxes are set up properly.

Dan Boyer made the motion to “Set the property tax rates for the Town of Weathersfield at .6253, the Village of Perkinsville tax rate of .0391.”

2nd by N. John Arrison

Mike Todd “Because this overall rate is showing an increase, I just want to make sure we make it clear, when we went to Town Meeting the proposed Town Budget, with the Municipal Fire Chief, was up \$0.02 and now the Municipal side is down \$0.02. I just want people to understand this increase doesn’t come from the Municipal, doesn’t come from here, it had nothing to do with us.”

Darlene noted that one of the reasons for the new bill format is to break it out and show you how much the educational is costing you as a taxpayer vs. the Municipal.

Vote on the motion: Unanimous in favor
Abstained

N. John Arrison made the motion to “Set the quarterly property tax due dates for the 2019-2020 tax year to be due on or before:

- August 14th, 2019
- November 13th, 2019
- February 12th, 2020
- May 13th, 2020

D. Boyer 2nd
Vote on the motion: Unanimous in favor
Abstained

9. Set Transfer Station Rates (See attached letter to Select Board)

Recommendation: Set FY 2020 Transfer Station fees at the following rates: \$50.00 sticker fee for Weathersfield Residents, \$60.00 sticker fee for West Windsor and Reading, and \$3.50 per punch.

N. John Arrison made the motion to “Set FY 2020 Transfer Station fees at the following rates: \$50.00 sticker fee for Weathersfield Residents, \$60.00 sticker fee for West Windsor and Reading, and \$3.50 per punch.”
2nd by D. Boyer

Vote on the motion: Unanimous in favor
Abstained

12. Wedding Noise Permit (See attached letter to Select Board)

Recommendation: Grant an entertainment permit for the Inn at Weathersfield for the evening of July 20th, 2019 from 8:00PM to 11:00PM.

D. Boyer made the motion to “Grant an entertainment permit for the Inn at Weathersfield for the evening of July 20th, 2019 from 8:00PM to 11:00PM.”
Mike Todd 2nd

Vote on the motion: Unanimous in favor
Abstained

13. Approve PM-1 form for VDCP Authorization (See attached letter to Select Board)

Recommendation: Authorize Cindy Ingersol to act as administrator and Ed Morris to act as authorizing agent for the Town of Weathersfield in regard to the VDCP grant # AM-2017-Weathersfield-00001.

D. Boyer made the motion to “Authorize Cindy Ingersol to act as administrator and Ed Morris to act as authorizing agent for the Town of Weathersfield in regard to the VDCP grant # AM-2017-Weathersfield-00001.”
Mike Todd 2nd

Vote on the motion: Unanimous in favor
Abstained

14. Adopt 2019 State of Vermont Road and Bridge Standards (See attached letter to Select Board)

The state of Vermont has released new road and bridge standards to encompass the changes from Act 64. To continue to be eligible for increased FEMA ERAF payments, there are mandatory adoption standards that need to be adopted by the Select Board. We recommend adopting all the standards except the optional guard rail standard. We recommend not adopting the guard rail standard, because we do not have the funding to upgrade all the guard rails needed at this time. As per our Town policy, guard rails will be installed upon completion of a project or as needed. By not adopting this standard, it allows us to put in guard rail when we deem it is necessary per the federal safety standards and our policy but does not mandate it.

Recommendation: Adopt the 2019 State of Vermont Road and Bridge Standards excluding the section 6 guard rail standard.

D. Boyer made the motion to “Adopt the 2019 State of Vermont Road and Bridge Standards excluding the section 6 guard rail standard.”

Mike Todd 2nd

Vote on the motion: Unanimous in favor

Abstained

15. Budget Discussion

Darlene provided a summary of the preliminary financial report for FY19.

General Fund: General Funds revenues are 100% of budget and expenses are at 94% of budget with an anticipated surplus of \$79,000.

- Revenues were up in interest and delinquent taxes.
- Savings are due to the following:
 - Personnel costs for Admin had a \$26,000 surplus due to combining the payroll and administrative secretary position.
 - The Police Department had personnel savings of \$24,996 due to the delay in hiring a part time officer and due to the time Larry, the full-time officer leaving and his replacement, Walter, starting.
 - The General Fund Staff had a savings of \$8,000 in insurance benefits.
 - 4 General Fund Staff chose the Opt-Out Benefit Plan at a cost of \$40,000 to the Town. If they had chosen insurance benefits, the cost to the Town would have been \$88,000.
 - Office supplies and expenses are down 18%.
 - Tax Collection was down 14%
 - Martin Memorial Hall expenses were down 22%.

Highway Fund: Highway Fund revenues are at 98% of budget and expenses are at 97% of budget with an anticipated \$10,000 surplus.

- Savings are due to the following:
 - Personnel costs were down \$9,000 with Ryan leaving in March.
 - Overtime costs were at only 79% of the budget.
 - Office expenses were at only 82% of the budget
 - Utilities were at only 82% of the budget.

Highway garage maintenance and truck expenses were slightly overbudget as needed maintenance was done.

Personnel efficiencies offset the costs of the costs from the long, icy winter.

Solid Waste: Solid Waste revenues are at 104% of budget and expenses are at 100% of budget with an anticipated surplus of \$7,000.

- Personnel, office expense, utilities, insurance and recycling were all under budget, which offset the tippage charges being over budget.

Library: Library revenues are running at 104% of the budget and expenses are at 95% of the budget with an anticipated \$11,000 surplus. (This is part of the \$79,000 General Fund Surplus)

- The Library Trustees used endowment money to cover the cost of some major projects at the library this year, which included new computers and bookcases, which contributed to their local budget not absorbing those expenses.

D. Boyer made the motion to extend the Select Board Meeting until 9:30.

N. John Arrison 2nd

Vote on the motion: Unanimous in favor

Abstained

The Town Manager did a Presentation on Reserve Funds (see attached Power Point Presentation)

The topics covered were:

- Capital Reserves
- Weathersfield Reserve Accounts
- Capital Planning
- Town Manager's Recommendations
- Why Have an Undesignated Fund Balance?
- How Much Undesignated Fund Balance Should We Have?
- Select Board Fund Balance Policy
- Weathersfield Undesignated Fund Policy
- Select Board Policy
- Why Fund Balance Should Not Be Used to Buy Down the Tax Rate
- Recommendations for FY 2019 Surplus

Recommendation:

- Allocate up to \$12,800 to the Fire Motorized Equipment Reserve per the 2017 fire agreement.
- Allocate up to \$10,000 to be placed in the Highway Capital Maintenance Reserve
- Allocate up to \$70,000 to be placed in the Martin Memorial Hall Capital Reserve

The Board did not vote on these recommendations. They asked to have the final budget numbers prior to the August 15th meeting to review and vote at that time so that Darlene will be able to have the numbers needed to do entries prior to the Auditors visit August 27 -29, 2019.

16. Appointment Discussion

Mike Todd asked that we add Oath of Office discussions to the agenda. At that time Kelly stated we should also discuss the appointment process and whether or not the Select Board would like to add an application process to some of the appointments.

a. Oath of Office

(From the letter to the Select Board from the Town Manager – Attached) “There has been discussion of this in the past and discussion has centered around whether the committee/commission had authority to spend money. To reduce this confusion, I recommend all elected and Select Board appointed positions be required to take an oath of office at the beginning of each term.”

b. Application Process

“As for the discussion of an application process, I do feel it would be good to have an application for some positions. I do not feel we should put requirements on most appointments but having an application that asks a few questions about why someone wants the position, or why they feel they would be a good appointment ensures people have thought through the position applied for.”

The Town Manager provided an example of a possible application he felt would be similar to what our Town would need. (See attached)

Kelly Murphy “Does anyone have any objections to placing in an Oath of Office and are you ok with the recommendation all elected and Select Board appointed positions being required?”

Mike Todd “Another thing to support it is when that happens the Town Clerk has a recording of when that person took that and it provides the correct and accurate dates for service.”

Mike Todd made the motion to “have all elected and Select Board appointed positions be required to take and oath of office at the beginning of each term.”

D. Boyer 2nd

Vote on the motion: Unanimous in favor
Abstained

Kelly Murphy “What are your thoughts on instituting and application process. Part 1, what do you think of the application process? Part 2, What do you think of the form? And Part 3, Are there specific positions you would like to see that be applied to?”

Dan Boyer voiced concerns about the time it takes to complete a form deterring potential people applying for positions

Kelly Murphy’s suggestion is to make an electronic version and put it on the website for people to fill it out.

Further discussion will be had on the development of an application for Board members and discussed and reviewed at a later time.

17. ZBA Resignation Alex Gleeson (See attached letter to Select Board)

We received a resignation from the ZBA from Alex Gleeson and a letter requesting appointment as an alternate to the ZBA from Dave Gulbrandsen.

Recommendation:

- Accept the resignation of Alex Gleeson from the Zoning Board of Adjustment
- Appoint Dave Gulbrandsen as an alternate to the Zoning Board of Adjustment

D. Boyer made the motion to “Accept the resignation of Alex Gleeson from the Zoning Board of Adjustment”
Mike Todd 2nd

Vote on the motion: Unanimous in favor
Abstained

Mike Todd made the motion to “Appoint Dave Gulbrandsen as an alternate to the Zoning Board of Adjustment”
D. Boyer 2nd

Vote on the motion: Unanimous in favor
Abstained

18. Appointments

- A. Budget Committee (Three Openings)**
- B. Connecticut River Joint Commission**
- C. CRJC Mt Ascutney Subcommittee**
- D. Fence Viewer (Two Openings)**
- E. Southern Windsor County Transportation Advisory Committee**
- F. Zoning Board of Adjustment (One Opening) Dave Gulbrandsen**

Mike Todd made the motion to extend the Select Board meeting until 9:35 pm.

D. Boyer 2nd

Vote on the motion: Unanimous in favor

Abstained

19. Approve Warrant

Motion: To approve the warrants for 7/9/19 as follows:

General Funds	Operating Expenses	\$72,187.57
	Payroll	\$22,402.53
Highway Fund	Operating Expenses	\$33,646.32
	Payroll	\$11,809.32
Solid Waste Mgmt Fund	Operating Expenses	\$12,306.18
	Payroll	\$2,411.71
Library	Operating Expenses	\$0.00
	Payroll	\$2,922.54
Grants	Operating Expenses	\$1,539.50
Agency Monies	Operating Expenses	\$70.00
Reserves		\$140.85
Long Term Debt		\$0.00
Grand Totals	Operating Expenses	\$119,890.42
	Payroll	\$39,546.10

20. Adjourn

D. Boyer made motion to adjourn the meeting at 9:36 pm

Mike Todd 2nd.

Follow up items:

10. Nonprofits use of transfer station and associated fees

11. Bottle Redemption Fund for Historical Society



Reserve Funds

Why have them?

Types of Reserve Accounts

- Reserve Fund (assigned in the audit) - sets aside money for covering scheduled, routine and unscheduled expenses that would otherwise be drawn from the general fund.
- Committed Reserves - Earmarked for a certain purpose
 - Special Purpose Reserves- Fund for residents in need, parks and rec, rabies prevention, etc...
 - Capital Reserves – savings account to save for capital improvements or equipment purposes
- Undesignated Reserves (Unassigned in the audit)- General and operating funds that are free of internal designation to specific purposes, programs or activities.



Capital Reserves

(Majority of our Reserves)

- Capital Reserve - type of account on a municipality's or company's balance sheet that is reserved for long-term capital investment projects or any other large and anticipated expense(s) that will be incurred in the future
- (<http://www.investopedia.com/terms/c/capitalreserve.asp>)



Weathersfield Reserve Accounts

1. Rainy Day Reserve (Undesignated) \$200
2. Solid Waste (Reserve for capping, closing Transfer station and capital improvements)
3. Highway Maintenance
4. Highway Equipment
5. Motorized Fire Equipment
6. Library
7. Reappraisal
8. Aid to residents in need
9. Police Cruiser
10. Veterans Memorial



Weathersfield Reserve Accounts

11. Fire Protection (Dry Hydrant)
12. Martin Memorial Hall
13. Town Office Capital Improvement
14. Parks and Rec
15. Center Grove Preservation
16. Rabies Prevention
17. Voting Equipment
18. Perkinsville School Capital Improvements
19. Conservation
20. Records Restoration
21. Town Clerk Computerization



Capital Planning

- Four ways to finance capital expenditures
 - Savings (Reserves)
 - Financing (Debt)
 - Grants
 - Pay as you Go (Taxes)
- Past, Present and Future Philosophy
 - Use savings, taxes, and financing (debt) in conjunction to pay for large capital expenditures.



My Recommendation

- Create long term capital plans and build capital reserves to appropriate levels, allowing the Town to purchase and maintain the Town's capital expenditures without undo strain on the taxpayers.
 - Determine a % to be spent annually on Capital Spending.
Currently Planning on 15% – 16%
 - Save for small capital purchases (Vehicles (under \$100,000, building maintenance, etc...)
 - Use the Past, Present, and future philosophy for large items the Town may have trouble saving for (Large road projects, Fire Apparatus, etc...)
- Use grants to supplement plans, but not be relied upon for future success.



Why Have an Undesignated Fund Balance

- GFOA recommendation
- It is essential that governments maintain adequate levels of fund balance to mitigate current and future risks (e.g., revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. In most cases, discussions of fund balance will properly focus on a government's general fund. Nonetheless, financial resources available in other funds should also be considered in assessing the adequacy of unrestricted fund balance in the general fund.



How Much Undesignated Fund Balance Should We Have

- GFOA recommendation
- The adequacy of unrestricted fund balance in the general fund should take into account each government's own unique circumstances. For example, governments that may be vulnerable to natural disasters, more dependent on a volatile revenue source, or potentially subject to cuts in state aid and/or federal grants may need to maintain a higher level in the unrestricted fund balance.
- Smaller municipalities should keep a higher percentage in fund balance than larger municipalities.
- At a minimum, that general-purpose governments, regardless of size, maintain unrestricted budgetary fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures (\$343,878 and we have \$318,000).

(<http://www.gfoa.org/appropriate-level-unrestricted-fund-balance-general-fund> , 2015)



How Much Undesignated Fund Balance Should We Have

- VLCT recommendation

To be fiscally prudent, it would be wise to maintain about 5% of your budget (\$103,164) in undesignated fund balance (not reserved for any other purpose). Some would argue that those funds should be returned to the taxpayer by reducing the ensuing year's taxes by the amount of the prior year's undesignated fund balance. This limits the municipality's ability to recover when an emergency creates expenditures in excess of what was budgeted, or revenue is less than anticipated, and forces the taxpayers to fund a deficit the next year.

([http://www.vlct.org/assets/Resource/General Articles/2003/ga_03_11.pdf](http://www.vlct.org/assets/Resource/General%20Articles/2003/ga_03_11.pdf), 2003)

- ICMA recommendation = Reserves equivalent to six month of General Fund operating expenditures (\$1,031,635 our total reserve funds equal \$903,266).

“For many years local governments were criticized for maintaining what were thought to be large general fund reserves” (larger than 5%) “Yet, reserves play a significant role in maintaining financial stability”.

(Steering a steady budgeting course, Public Management Magazine, June 2019)



How Much Undesignated Fund Balance Should We Have

Notice the dates of GFOA and ICMA are after the downturn of 2008, and the VLCT 5% recommendation was 2003.

The new recommendations are to maintain higher reserve balances to ensure fiscal stability and minimize tax rate fluctuations.



Selectboard Fund Balance Policy

The Selectboard of the Town of Weathersfield understands that maintaining a fund balance in all funds is an important component in the Town's financial health. The Government Finance Officers Association recommends between 5% to 15 % of a municipality's budget be maintained as fund balance, with smaller towns (population under 7000) maintaining 15% of their budget in unrestricted fund balance. The Selectboard understands the need to maintain a sufficient balance of unrestricted funds while not allowing unrestricted funds to accumulate to excessive levels. Because of this, the Selectboard recommends maintaining the Town's unrestricted funds (General Fund Balance, Highway Fund Balance, and Unspecified Reserve) between 13% and 15% of the total General and Highway Fund budgets.



Weathersfield Undesignated Reserve Fund

- March 4, 2013 Article 4
- Shall the voters of the Town of Weathersfield establish a Reserve Fund in amount not to exceed 10% of the General Fund Budget (\$180,578) to cover unanticipated revenue shortfalls and to pay non-recurring and unanticipated General Fund Expenses, in accordance with 24 VSA §2408 (a).



Selectboard Policy

- **MINIMUM UNDESIGNATED RESERVE FUND BALANCE.** The Selectboard will maintain the balance at a minimum of 5% of the General Fund and up to the maximum (10%) amount authorized by the voters.
- \$96,189 (8.7%) in there right now.



Why fund balance should not be used to buy down the tax rate?

- Fund Balance should not be used to pay reoccurring expenses, because fund balance is a non-reoccurring revenue.
 - :Non-reoccurring revenue should be used for such priorities as building reserves, paying down debt, and improving infrastructure”. (*Steering a steady budgeting course*, Public Management Magazine, June 2019)
- Using non-reoccurring fund balance to buy down the tax rate sets future budgets up for a rate spike.
 - Example:
 - If you buy down \$50,000 worth of reoccurring expense this year, where is that revenue coming from next year. This causes next years budget to start with a \$50,000 increase.
 - If you use \$50,000 to complete a one time project, build reserves for future projects, or buy down debt, there are no lingering effects.



My Recommendations for FY2019 surplus

- Highway –Up to \$10,000 to be move to the Highway Capital Maintenance Reserve for future road maintenance.
- General Fund
 - Up to \$10,000 be moved to Fire Motorized Equipment Reserve as per the fire contract.
 - Up to \$70,000 be moved to the Martin Memorial Hall Reserve with the following plan.
 - \$30,000 to be used for installing heat pumps
 - \$40,000 to be used towards resurfacing the parking lot.

This will leave approximately \$318,000 between the three fund balance accounts (Undesignated Reserve, General Fund and Highway). This equals 15% of our FY2020 budget of \$2,063,270.



TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

Select Board

**Martin Memorial Hall
5259 Route 5, Ascutney VT
Monday, July 15, 2019
6:30 PM
REGULAR MEETING**

MINUTES

Select Board Members Present: N. John Arrison
Daniel Boyer
David Fuller
Michael Todd

Select Board Members Absent: Kelly Murphy

Ed Morris, Town Manager

Others Present:

Kenneth Poland	Juergen Berthold	Paul Tillman	Nate Stearns
Richard Musbach	Jim Cahill	Fred Kowalik	Patti Arrison
Janice Chilek	Willis Wood	Nikita Lenahan	Cookie Shand
Ernie Shand			

1. Call to Order

Mr. Fuller called the meeting to order at 6:35PM.

2. Executive session as per 1 V.S.A. §313(3)(E) Zoning Litigation

Motion: To enter executive session as per 1 V.S.A. §313(3)(E) Zoning Litigation.

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

Vote: Unanimous in favor

The Board came out of executive session at 7:00 PM on a motion made by Mr. Todd, seconded by Mr. Boyer. All were in favor.

At 7:05 PM, Mr. Fuller called the open session to order.

3. Agenda Review

There were no changes to the agenda.

4. Citizen Complaint about Junk Accumulation at Parcel #04-02-40

Richard Musbach, resident at 4275 Rt 131, approached the board to complain about the accumulation of junk cars and auto parts all over the property that is directly across Route 131

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

from his home. He also complained about excessive noise from motorcycles and snowmobiles that are operating for hours at a time (usually during the day on the weekends) on the same property. Mr. Musbach said the problem has been ongoing for sometime and continues to get worse. He also said he would like to sell his property in the near future and fears that the appearance of and activities occurring at this adjacent property will have a negative affect on his property value.

Mr. Musback has filed written complaints with the zoning administrator and has communicated with the police chief.

Mr. Morris acknowledged that this has been an ongoing issue and is escalating. He also acknowledged that the noise ordinance is difficult to enforce because it requires an officer be on hand during the incident to measure the noise level at the property line. The complainants must also turn to the state police if local police are not available and state police are not always able to respond to this type of complaint.

Mr. Morris said the state salvage yard specialist has toured the property and has determined that it meets the state standard for a junkyard. Mr. Morris has advised the zoning administrator to file a notice of violation simultaneously with the state.

Mr. Morris recommended working on the noise ordinance to enhance its enforceability and the solid waste ordinance as well for the same reason.

5. Bylaw petition Hearing 7:15 PM

Mr. Fuller opened the public hearing on the petition to amend the zoning bylaws. He recognized the town's attorney, Nathan Stearns.

Mr. Stearns said the board had received a petition to amend the zoning bylaws as follows:

- I. *The following shall be added to Section 4.32(e) as a Permitted Principal Use in a Conservation (C-10) District:*
 - a. *Processing of Agricultural/Forestry Products (see definitions)*
- II. *The following shall be added to Section 8 Definitions:*
 - a. *Processing of Agricultural/Forestry Products: The primary processing of agricultural and forestry products of commercial value whether the processing occurs at the site where the product was harvested or at a site that is not the harvest site.*

The planning commission had held the required public hearing on the petitioned changes and filed their report with the select board. The petition was now in front of the board for their consideration.

Mr. Stearns informed the board that there were a number of actions they could take including:

1. Continue the hearing
2. Vote up or down at this meeting
3. Allow the voters to vote on the petition at a special town meeting
4. Have the petition voted on at the next regular town meeting

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

5. Take no action.

This hearing had been properly warned. The petitioners and their attorney were notified and they confirmed their receipt of the notification.

Mr. Fuller read the petition:

We, the undersigned registered voters of the Town of Weathersfield, Vermont pursuant to 24 V.S.A. 4441(b) and Section 2 of the Weathersfield Zoning Bylaws, initially adopted March 5, 1974, as amended, hereby petition the Town Planning Commission to submit the following proposed amendments of the Town Zoning Bylaws to the Selectboard for its consideration and adoption pursuant to 24 V.S.A. §4442(c)(1).

Mr. Fuller stated that the planning commission had voted unanimously that it did not support the proposed amendment on the grounds that it does not conform with or further the goals and policies contained in the municipal plan and that it was not compatible with the proposed future land uses of the municipal plan.

Mr. Fuller called for comments and/or questions from the audience.

Willis Wood, current member of the ZBA, said he felt the proposed change was too broad and agreed with the planning commission that it didn't fit the Town Plan. He suggested that changes to it might make it more acceptable.

Mr. Stearns advised the board that they could make changes to the proposed language, but it would require them to warn a new hearing on the resulting amendment. He did not recommend this course of action, however.

After reviewing the possible courses of action, the consensus was to move forward and vote on the petition as it stood.

Mr. Arrison moved to reject the language of the petition and to support the position of the planning commission. The motion was seconded by Mr. Boyer. However, before the board voted on the motion, it was suggested that the hearing be closed before taking action. Mr. Arrison withdrew his motion and Mr. Boyer his second.

At 7:35 PM, Mr. Fuller declared the public hearing closed.

Motion: To reject the petition dated May 15, 2019 to change Sections 4.32(e) regarding processing of agricultural/forestry products and Section 8 regarding the definition of processing agricultural/forestry products of the zoning bylaws and to support the position of the planning commission.

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

Vote: Unanimous in favor

6. Comments from Select Board and Town Manager

Mr. Boyer said the town's roads look better than he has seen them in years. He said the highway department deserves a big "attaboy".

TOWN OF WEATHERSFIELD, VERMONT

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Mr. Morris said that despite direct communication with the state regarding impending surface work on both Reservoir and Weathersfield Center Roads, the state proceeded to paint new stripes on both roads anyway.

Mr. Morris said he and Ms. Murphy had an opportunity to talk with volunteers from the Cover program who were building a ramp on a home in Perkinsville. They thanked the volunteers for helping a local resident in need.

Mr. Fuller said there have been three instances this year when he felt he had been pressed into making a decision when he felt he had not had sufficient time or information about the matter to make an informed decision. They were the solar array projects; the sale of the dump truck; and the motion to move money into reserve accounts from year-end surplus to pave the Martin Hall parking lot (which Mr. Morris said did not get approved). Mr. Fuller said none of these items were on the list of projects for the year and he felt more time was needed on each of them to make better decisions.

7. Comments from Citizens on topics not on the agenda

Jim Wimberg complained about an event in his neighborhood that started at about 2AM and lasted through the night. The following day there was gunfire throughout the entire day until 6PM. This was followed by fireworks that sounded like cannon booms. He said there had been at least 13 cars go down the road (Piper Road). He wondered if a permit should have been required and if any sort of safety measures had been taken.

It wasn't clear what permits would have been required for this event.

8. Review minutes from previous meetings – 7/10/2019

Additions/corrections/deletions:

a. Paul Tillman said the date at the bottom of the page was wrong.

Motion: To accept the minutes of the July 10th emergency meeting

Vote: Unanimous in favor

9. Nonprofit's Use of Transfer Station and Associated Fees

The focus of the discussion was to explore setting a policy regarding use of the transfer station for disposal of fund-raising yard/book sales leftovers by the town's nonprofit organizations.

Mr. Morris said the transfer station is run as an enterprise fund, which means it does not rely on tax dollars for its operations. It is intended to rely solely on fees for its revenues.

The town has been allowing its own departments, churches, and nonprofits to dispose of their trash for free. However, two years ago, Mr. Morris put a stop to allowing nonprofit

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

fund-raising waste to be disposed of for free. Additionally, the town has not been consistent in determining who can dispose of goods for free and who cannot. Mr. Morris wants to see the transfer station run as a true enterprise fund and to develop a policy that will ensure consistent, fair treatment of nonprofits' use of it. He suggested using the bottle fund as a means of providing support to the nonprofits while simultaneously offsetting the disposal cost to the transfer station. The fund is available to all who use the transfer station including Weathersfield residents, and Reading and West Weathersfield residents. Everyone has equal access to the funds ensuring fair treatment for all. The fund is replenished regularly but is not limitless, which affords some control over the volume of waste.

Patti Arrison felt this was an unfair time to roll this out as the summer is the peak time for fund raising and the nonprofits won't be prepared for the added expense. She felt the board should send a written proposed policy to all of the town's nonprofits and inviting comments from them.

Mr. Morris said that organizations should be planning for disposal expenses as part of their fundraising plans.

No decisions were made.

10. Use of Bottle Redemption Fund for Historical Society

Motion: To authorize up to \$500 for the use of disposing of leftover items from the Historical Society Frillery event to be held in August of 2019 from the Bottle Redemption Fund.

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

Vote: Unanimous in favor

11. Village Planning Committee

Mr. Morris informed the board that he would like to create a village planning committee. Having the committee would strengthen our chances of receiving a Better Connections Grant.

Mr. Fuller was concerned that this committee might overlap with the work of the planning commission. He was also concerned about finding enough volunteers.

Mr. Boyer thought it was a good idea.

Mr. Arrison wasn't opposed to it, but said there had already been a plan for Ascutney and nothing had come of it.

Patti Arrison said everyone already knew what was wanted for Ascutney (sidewalks and traffic calming) and a committee wasn't needed.

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

Mr. Todd said the Exit 8 Interchange plan hadn't gone anywhere. He acknowledged that the planning commission could always use help, but wanted the new committee to work directly with the commission.

Mr. Fuller said this, too, was not on the list of plans for this year and expressed concern about Mr. Morris losing focus by starting too many projects.

However, at the conclusion, the consensus was that it was a good idea and Mr. Morris should move forward with it.

Motion: To authorize the Town Manager to accept applications for a Village Planning Committee

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

After discussion, it was agreed to amend the motion to read:

Motion: To authorize the Town Manager to accept applications for a Village Planning Committee which shall work in partnership with the Planning Commission.

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

Vote: Unanimous in favor

12. Town Branding Committee

Mr. Morris said the town has a seal, but it needs a logo as we move forward with collaborating with area towns. We need something that identifies the town quickly and easily. He will work with professional help, but will reach out to townspeople for feedback.

The consensus was to agree, but they again expressed caution about yet one more ball in the air

13. Veterans Memorial Committee Discussion

The auditors added the VMC to their list of organizations whose funds were not directly under the control of the board and should either be removed from the general fund or the organization should be made a board under the town's control so the funds could be in the general fund. The VMC was set up with only one board-appointed member who acted as the board's representative. The committee has fundraising funds in the general fund and a reserve account set up for the purpose of creating a veteran's memorial.

The committee prefers not to become a private non-profit organization and instead would like to become a board-appointed committee.

After a brief discussion, the board agreed to re-create the Veterans Memorial Committee as a 5-member committee appointed by the board.

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

Motion: Establish a Town-sanctioned Veterans Memorial Committee made up of up to five appointed community members.

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

Vote: Unanimous in favor

14. Appointment Application Review

The consensus of the board was to not require a formal application from volunteers seeking appointments to the town's boards and committees. No action was taken.

15. Appointments

Mr. Fuller read the list of current vacancies.

16. Approve Warrants

Motion: To approve the warrants for July 15, 2019 as follow:

General Funds	Operating Expenses	\$13,816.99
	Payroll	\$8,499.32

Highway Fund	Operating Expenses	\$4,138.16
	Payroll	\$18,622.85

Solid Waste Management Fund	Operating Expenses	\$3,081.88
	Payroll	\$867.80

Library	Operating Expenses	\$0.00
	Payroll	\$1,084.52

Grants	Operating Expenses	\$0.00
--------	--------------------	--------

Agency Monies	Operating Expenses	\$0.00
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Reserves		\$0.00
----------	--	--------

Long Term Debt		\$0.00
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Grand Totals	Operating Expenses	\$21,037.03
	Payroll	\$29,074.49

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

Vote: Unanimous in favor

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

Ms. Kelly had some extra bills (credit card and post office box) that had come in after the warrant was published and asked if the board would consider paying them at this meeting to avoid incurring late charges and disruption of mail service for the town office.

Motion: To approve warrant #2 for July 15, 2019 as follows:

General Fund	Operating Expense	\$2,463.45
	Total	\$2,463.45

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

Vote: Unanimous in favor

17. Future Meeting Agenda Items

18. Adjourn

Motion: To adjourn the meeting

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

Vote: Unanimous in favor

The meeting adjourned at 8:54 PM

Respectfully submitted,
deForest Bearse

WEATHERSFIELD SELECTBOARD

N. John Arrison, Selector

Daniel E. Boyer, Selector

David Fuller, Vice-Chairperson

Kelly Murphy, Chairperson

Michael Todd, Clerk

**Weathersfield Select Board
Special Executive Session
Meeting Minutes**

July 30, 2019 at 5:00pm

Present: Dave Fuller, Mike Todd, Dan Boyer, John Arrison and Kelly Murphy

Staff Present: Ed Morris, Town Manager

Meeting was called to order at 5:00 PM.

Motion to go into Executive Session at 5:00 by Mr. Arrison 2nd by Mr. Boyer.

Motion to exit Executive Session at 5:31 by Mr. Todd 2nd by Mr. Boyer

Board exited executive session at 5:31 PM.

Action Taken by Board: None

Motion to adjourn meeting at 5:33 PM by Mr. Fuller. 2nd by Mr. Todd

Minutes submitted by:

Kelly Murphy

Chair



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

July 31, 2019

To: Selectboard

Subject: Dissolution of Perkinsville Village

Ann-Marie Christiansen came to me and asked about the Village of Perkinsville dissolving their official incorporated status. We discussed the process and determined the first steps would be for the Village to discuss this issue at their annual meeting. During this annual meeting the Village had a discussion and wanted to see if the Selectboard would be willing to take over the Village of Perkinsville if they dissolved and agree to the following stipulations:

- Keep the streetlights on (2018 cost of \$2,528.60)
- Use any funds left in the Village account for the 1879 Schoolhouse restoration
- Keep the Village advised of things going on in the Village

As the Town Manager, I feel these requests are legitimate and consideration should be given to this request.

Recommended Motion: The Selectboard accept the terms proposed by the Village of Perkinsville that the Town will budget annually to pay the cost of keeping the streetlights on in the Village of Perkinsville, place any excess funds from the Village of Perkinsville in the 1879 Schoolhouse Capital Reserve, to do its best to keep the Village apprised of any major issues involving the Village, and to authorize the Town Manager to work with the Village of Perkinsville to complete the dissolution process.

Ed Morris
Town Manager

The second part of the article appeared in the next week's Weekly on Feb. 1, 1985. (I am including this newspaper article in the Village Records.) It goes on to tell of how in 1945 a Village Improvement Society was formed.

Then on Sept. 28, 1946 a meeting was called at the Grange Hall to see what action voters wished to take in regard to reviving the Incorporated Village. At this meeting it was decided to hire lawyer, Fred Spaulding to check out some legalities and he did this and his letter makes it plain that he considers the village a legal municipal corporation. (This letter we do have in the Village Records)

So between this date in 1946 and in 1947 when the Village was voting to levy a tax for streetlights, the Incorporated Village was up and running again! It has been in existence since then I believe.

Back to the present

Tonight it was noted that of June 12, 2019 74 individuals Residing in the Village and who are also registered voters at Town of Weathersfield Town Meeting (the requirements for voting at Village Meetings), only 10 of the 74 came to the meeting.

It has been this way for many years now. It was noted that the Town now does most of the things the Villagers under the corporation did. Care of the Park, listing the properties, sending out and collecting the taxes. The only thing the Village does now is meet and set a tax rate and pay the electric Co. each month for the electric used to light the streetlights.

Questions asked: What has being incorporated done for the Village? Is there a point to keeping this corporation, other than to keep the streetlights?

Some points were that it hasn't helped to keep our store, post office, town office, elementary school or to get speed signs with lights. The Town has graciously saved the little old brick schoolhouse and formed a committee to oversee the renovation of the building and repurposing process. The Weathersfield Food Shelf is housed in one room there now on a conditional use permit. The ell has been completely renovated, the North Classroom is now being remodeled and will become a community room for meetings and other gatherings, and a possible Library corner. As soon as the ADA ramp is built, a requirement needed for a Certificate of Occupancy, this certificate will be issued and the building can be used for the public.

1/6/2019
Angela Cioffi

Incorporated Village of Perkinsville, VT
Treasurer's Report
June 1, 2018-May 31, 2019

General Fund May 31, 2018 \$3,358.52

Receipts:

Taxes	\$3,585.72	
State of VT Environmental Tax	\$10.00	
Total Receipts		<u>\$3,595.72</u>
		\$6,954.24

Expenses:

Street Lights	\$2,528.60	
Office Supplies (postage)	\$30.00	
Treas. Salary	\$150.00	
Clerk Salary	\$150.00	
WWVFD donation	\$100.00	
VCLT Liability Payment	\$175.00	
Donation-1879 Perkinsville School	\$300.00	
Total Expenses		<u>\$3,433.60</u>
Bank Balance May 31, 2019		<u>\$3,520.64</u>

Respectfully Submitted:

Angela Cioffi, Treasurer

→



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

July 31, 2019

To: Selectboard

Subject: Town Solar

I have received the consultants reports that were filed with our application for the certificate of public good through the Public Utility Commission. At the last meeting where we discussed solar the Selectboard asked that these reports be presented to you for review. Troy will be at the meeting to discuss the findings and to explain where we are at in the permitting process.

Ed Morris

Town Manager

**Natural Resources Assessment for:
500 kW Photovoltaic Electric Generation Facility
Weathersfield Transfer Station Solar LLC Project**

Weathersfield, Vermont

*Prepared by:
Arrowwood Environmental, LLC*

June 25, 2019



ARROWWOOD ENVIRONMENTAL

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

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

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Natural Resources Assessment for 500 kW Photovoltaic Electric Generation Facility Weathersfield Transfer Station Solar LLC Project

I. Summary Findings

Arrowwood Environmental, LLC (AE) conducted a natural resources assessment for the proposed Weathersfield Transfer Station Solar LLC Project (“Project”) located at 5024 VT Route 106, Weathersfield, Vermont. The field assessments were conducted in May and June 2019. The Project was a former landfill which has been closed. The site is currently characterized as old field/young forest. AE assessed natural resources criteria incorporated by the Public Utility Commission into the review of solar projects, including streams and headwaters, floodways, outstanding resource waters, shorelines, wetlands, rare and irreplaceable natural areas, necessary wildlife habitat, and rare, threatened and endangered species.

There are no headwaters, shorelines, floodways, outstanding resource waters, rare and irreplaceable natural areas or necessary wildlife habitat at the Project site.

The Project site contains both presumed Class 2 wetlands and a vernal pool. The Project has been designed to avoid all wetland resources and a 50’ protective buffer around each wetland. The Project has also been designed to provide a 75’ buffer to the vernal pool habitat.

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

II. Introduction and Project Description

Arrowwood Environmental, LLC (AE) was retained by Norwich Solar Technologies to perform a natural resources assessment for a proposed 500 kW photovoltaic electric generation facility located on ~3.92-acre portion of a larger property in Weathersfield, Vermont. The Project site is located on a former landfill adjacent to the Weathersfield Transfer facility. The Project will result in clearing of young trees within an ~3.92- acre area.

The site will be accessed from VT Route 106 and an existing gravel access road that will be extended into the Project site.



Project site (5/30/19)

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

The natural resources assessment involved both a remote review of available digital databases as well as field investigations at the Project site on May 30, June 12, and June 25, 2019.

III. Site Characterization

Ecologically the site is within the Southern Vermont Piedmont biophysical region of the state (Thompson and Sorenson, 2000). The Project is located at approximately 600 feet above mean sea level according to U.S. Geologic Survey (“USGS”) topographic data and is generally sloping

to the south. The mapped bedrock that is underlying the site is of the metasedimentary and metaplutonic rock class with granofels and gneiss rock types from the Cavendish Formation. (Ratcliffe et al. 2011). The soils are mapped as Pits, Sand, and Pits, gravel soils in the Project area (NRCS Soil Survey). The Project site is generally characterized as old field with young forest and is surrounded by forest lands and commercial and residential development.

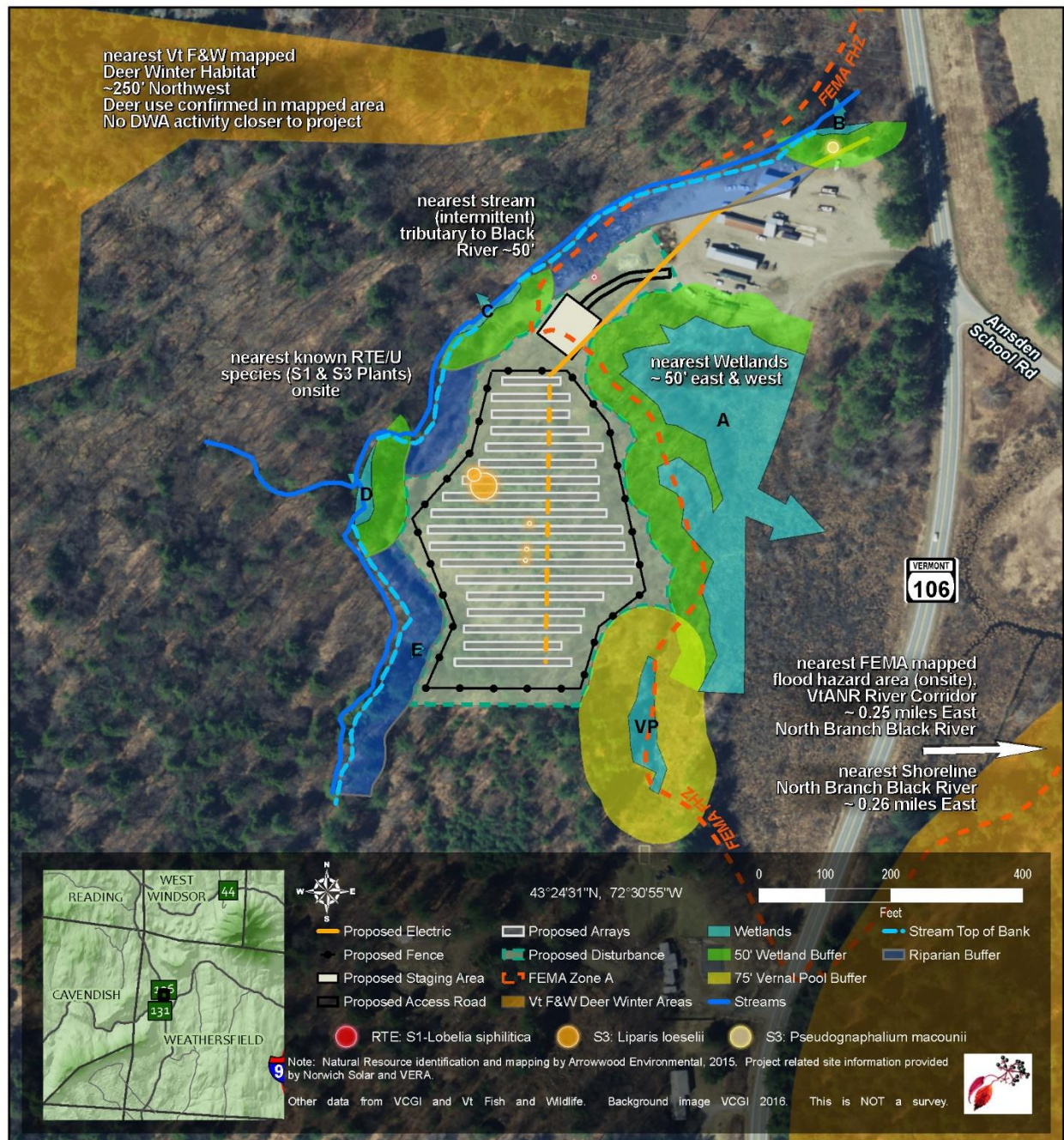


Figure 1. Project Site and Nearby Natural Resources.

IV. Criterion 1(A) Headwaters

The headwaters assessment involved both a remote review of the USGS topographic map and Vermont Hydrography Dataset (streams, rivers, and waterbodies) and field investigation in May 2019. The Project is not located in a headwater as its watershed area is greater than 20 square miles, does not have steep slopes, is below 1,500 ft. in elevation, is not a site for public water supplies and does not provide significant recharge to aquifers (ANR Natural Resources Atlas). The Project will obtain a stormwater Construction General Permit. Construction of the Project will be performed in accordance with the Vermont Standards & Specifications for Erosion and Prevention and Sediment Control, 2006. The proposed Project will not result in a reduction of the quality of ground or surface waters in the area. For all of these reasons, we conclude that the Project will have no adverse impact on headwater areas.

V. Criterion 1(D) Floodways

AE reviewed the FEMA DFIRM (Digital Flood Insurance Rate Map Database) for Windsor County, Vermont. The site of the proposed Project is not located within a 100-year flood hazard area (zone A). The proposed Project is not located within a floodway or a floodway fringe and will not restrict or divert the flow of floodwaters or significantly increase the peak discharge of a river or stream within or downstream from the Project, or endanger health, safety, or welfare of the public or of riparian owners during flooding. The closest mapped floodway and river corridor is for the North Branch Black River, approximately 0.25 miles to the east of the Project. The Project will have no impact on floodways or river corridors.

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

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

There are no surface waters within the Project footprint. The closest stream is an intermittent tributary to the Black River approximately 50' from the Project area. The Project will not result in any clearing of forest vegetation within the riparian buffer zone (measured 50' from the top of the bank of the stream or 50' from the edge of delineated wetlands). Accordingly, the Project will maintain the natural stream condition for the streams identified, and will not endanger the health,

safety, or welfare of the public or adjoining landowners. For these reasons, we conclude that the Project will have no adverse impact on streams.

The Agency of Natural Resources has listed four waterways as Outstanding Resource Waters (ORW): Batten Kill River in towns of East Dorset and Arlington; Pike's Falls/Ball Mountain in the town of Jamaica; Poultney River in the towns of Poultney and Fair Haven; and Great Falls, Ompompanoosuc in the town of Thetford. There are no waters which intersect the Project or are near the Project that have been designated as an ORW. Therefore, the Project will not result in any impact to ORWs.

VII. Criterion 1(F) Shorelines

AE reviewed USGS topographic maps, the Vermont Hydrography Dataset (streams, rivers, and waterbodies), and digital orthophotography. The site of the proposed Project is not located on a shoreline of a river, lake, pond or reservoir. The closest shoreline to the Project is that of the North Branch Black River ~0.26 miles to the east of the Project area. The Project will not result in any clearing of forest vegetation along the shores of the North Branch Black River. The proposed Project will result in no adverse impact to shorelines.

VIII. Criterion 1(G) Wetlands

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

AE identified and mapped presumed Class 2 wetlands and a vernal pool in the Project area. The Project has been designed to avoid all wetland resources and associated 50' protective buffers. The Project has provided the vernal pool a protective 75' buffer with no impacts within the buffer or vernal pool boundaries. Clearing outside of the proposed 75' buffer will be generally restricted to the vegetation currently growing on the former landfill. Because of the sparse vegetation and

highly disturbed nature of the soils on the former landfill, this area does not likely provide suitable habitat for amphibians that breed in the vernal pool.

The Project has been designed to avoid impacts to all significant wetland and vernal pool resources and protective buffers. For these reasons, we conclude that the proposed Project will have no undue adverse impact on wetland or vernal pool resources.

IX. Criterion 8 Rare and Irreplaceable Natural Areas

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

The Project site was a former landfill and is currently characterized as old field with early successional trees and young forest. These areas do not constitute a significant natural community or a Rare and Irreplaceable Natural Area (RINA). No RINAs are present within the Project area. Since there are not Rare and Irreplaceable Natural Areas in the Project area, there will be no adverse impacts on any Rare and Irreplaceable Natural Areas.

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

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

Site assessments were conducted by Dori Barton, Aaron Worthley and Michael Lew-Smith in May 2019 and by Matt Peters in June 2019 to assess wildlife, wildlife habitats, and rare, threatened, and endangered species.

A. Necessary Wildlife Habitats

1. White-tailed Deer Wintering Habitats

There are no mapped VT Fish and Wildlife Department white-tailed deer (*Odocoileus virginianus*) winter habitats (DWA) in the Project area. The closest mapped DWA is located approximately 250' northwest of the Project area. Aaron Worthley reviewed the site on May 30, 2019 and confirmed deer use in the mapped area with no DWA activity closer to the Project site.

2. Black Bear Habitat

The young forest areas at the Project site do not consist of American beech (*Fagus grandifolia*) or Oak (*Quercus spp*) and do not provide mast habitat for the black bear (*Ursus americanus*). No potential black bear spring feeding wetlands were identified. No sign of black bear was found at the proposed site during field investigations. The Project will have no adverse impact on black bear habitat.

3. Grassland Bird Habitat

The Project site area is located within a primarily old field and early successional wooded environment. The Project area does not provide suitable habitat for grassland bird species. The Project will have no adverse impact on grassland bird habitat.

B. Rare, Threatened and Endangered (RTE) Species

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

There are no records or known occurrences of RTE plant or animal species within or adjacent to the Project site. The nearest known RTE/U species is approximately 0.5 miles southwest of the Project area.

1. RTE Animal Species

The Northern Long Eared Bat (NLEB) became a federally listed endangered species in May of 2015. The State of Vermont has determined that project clearing constituting greater than 1% of

the total forested area within a 1 square mile radius of a project triggers review for habitat loss of this endangered species. The Project will result in clearing within an ~3.92-acre area constituting 0.26% of the available forestland within 1 mile of the Project. According to VT Fish and Wildlife Department standards, the proposed clearing is minimal in nature.

The Project is not in an area that potentially provides summer roosting habitat for Indiana bat, there are no old or abandoned buildings potentially providing roosting habitat for little brown bat proposed for demolition, and there are no known bat hibernacula within 1 mile of the Project site. The Project will have no adverse impact on RTE animal species.

2. RTE Plant Species

An on-site RTE plant survey was conducted for the proposed array area on June 25, 2019 by Matt Peters. A single stem of the S1 ranked *Lobelia siphilitica* (Great blue lobelia) was identified growing in an area that appears to periodically receive yard and wood waste dumping associated with the operation of the Transfer Station. The location makes it very highly likely that this plant is an escape from cultivation rather than a native occurrence. ANR has a practice of not protecting RTE species that are known (or expected) escapes from cultivation and have been notified of this occurrence. Two S3 ranked species (*Pseudognaphalium macounii* and *Liparis loeselii*) were identified and mapped. The locations of these species are provided for tracking purposes for the NHI digital database. The plant species list for the 2019 survey is attached. The Project will have no adverse impact on naturally occurring RTE plant species.

XI. References

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Long-eared Bats and Their Habitats. February 2017.

Appendix 1

Plant Species List



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Plant Species List for Transfer Station Solar Site, Weathersfield, VT.

Survey Date: June 25, 2019	Red =invasive species
Surveyor: Matt Peters	Blue = RTE (S1, S2, T, or E) species
Nomenclature follows Gilman. 2015. <i>New Flora of Vermont</i>	Yellow = Uncommon (S3) species
Scientific Name	Common Name
Acer negundo	box-elder
Acer pensylvanicum	striped maple
Acer rubrum	red maple
Acer saccharum	sugar maple
Achillea millefolium	yarrow
Actaea rubra	red baneberry
Aegopodium podagraria	goutweed
Ageratina altissima	white snakeroot
Agrostis stolonifera	creeping bent
Alliaria petiolata	garlic mustard
Ambrosia artemisiifolia	common ragweed
Anemone virginiana	thimbleweed
Anthoxanthum odoratum	sweet vernal grass
Aralia nudicaulis	wild sarsaparilla
Arctium lappa	great burdock
Arisaema triphyllum	Jack-in-the-pulpit
Artemisia vulgaris	common mugwort
Asclepias syriaca	common milkweed
Athyrium filix-femina	lady fern
Berberis thunbergii	Japanese barberry
Betula alleghaniensis	yellow birch
Betula lenta	black birch
Betula populifolia	gray birch
Capsella bursa-pastoris	Shepherd's purse
Cardamine impatiens	bushy rock-cress
Carex arctata	drooping wood sedge

Carex blanda	woodland sedge
Carex bromoides	brome-like sedge
Carex communis	common sedge
Carex debilis	weak sedge
Carex deweyana	Dewey's sedge
Carex gracillima	slender sedge
Carex grisea	gray sedge
Carex gynandra	gynandrous sedge
Carex intumescens	swollen sedge
Carex lucorum	grove sedge
Carex cf. lupulina	hop sedge
Carex lurida	sallow sedge
Carex normalis	tall straw sedge
Carex novae-angliae	New England sedge
Carex projecta	beaded broom sedge
Carex radiata	stellate sedge
Carex scoparia	broom sedge
Carex swanii	swan's sedge
Carex tenera	straw sedge
Carex tonsa	shaven sedge
Carex vesicaria	inflated sedge
Carex vulpinoidea	fox sedge
Celastrus orbiculatus	Oriental bittersweet
Cerastium fontanum	common mouse-ear chickweed
Chelidonium majus	celandine
Chenopodium cf. album	lamb's-quarters
Circaea canadensis	tall enchanter's nightshade
Clematis virginiana	virgin's-bower
Cornus amomum	silky dogwood
Crataegus monogyna	English hawthorn
Danthonia spicata	poverty-oats
Daucus carota	Queen Anne's lace

Dennstaedtia punctilobula	hay-scented fern
Dianthus deltoides	maiden pink
Dichanthelium acuminatum	woolly panic grass
Dichanthelium clandestinum	deer-tongue
Dichanthelium linearifolium	narrow-leaved panic grass
Dryopteris intermedia	intermediate woodfern
Echinocystis lobata	wild cucumber
Elymus repens	witch grass
Equisetum arvense	field horsetail
Equisetum hyemale	scouring-rush
Equisetum variegatum	variegated scouring-rush
Erigeron annuus	white daisy-fleabane
Erigeron philadelphicus var. philadelphicus	Philadelphia fleabane
Erigeron pulchellus	Robin's-plantain
Erigeron strigosus	daisy fleabane
Euphorbia cyparissias	cypress spurge
Euthamia graminifolia	grass-leaved goldenrod
Fagus grandifolia	American beech
Fallopia cininodis	fringed bindweed
Fallopia japonica	Japanese knotweed
Festuca rubra	red fescue
Fragaria virginiana	wild strawberry
Frangula alnus	glossy buckthorn
Fraxinus americana	white ash
Galeopsis tetrahit	dead hemp-nettle
Galium palustre	marsh bedstraw
Galium triflorum	sweet-scented bedstraw
Geum canadense	white avens
Glechoma hederacea	gill-over-the-ground
Helianthus decapetalus	wild sunflower
Hemerocallis fulva	common daylily
Hylotelephium telephium	live-forever
Hypericum perforatum	common St. John's-wort

Ilex verticillata	winterberry
Impatiens cf. capensis	common jewelweed
Iris versicolor	blue flag
Juncus bufonius	toad rush
Juncus effusus	soft rush
Juncus tenuis	path rush
Juniperus communis	common juniper
Lactuca biennis	tall wild lettuce
Lepidium densiflorum	peppergrass
Leucanthemum vulgare	common daisy
Liparis loeselii	fen orchid
Lobelia siphilitica	great blue lobelia
Lolium perenne	perennial rye-grass
Lonicera morrowii	Morrow's honeysuckle
Luzula multiflora	common wood rush
Lysimachia borealis	starflower
Lysimachia ciliata	fringed loosestrife
Lysimachia nummularia	moneywort
Lysimachia terrestris	swamp-candles
Maianthemum canadense	Canada mayflower
Maianthemum racemosum	false Solomon's-seal
Malus pumila	wild apple
Matteuccia struthiopteris	ostrich fern
Medicago lupulina	black medick
Melilotus albus	white sweet clover
Mitchella repens	partridge-berry
Monarda didyma	bee-balm
Muhlenbergia frondosa	leafy muhly
Nabalus altissimus	tall white lettuce
Nuttallanthus canadensis	old-field toadflax
Oenothera parviflora	small-flowered evening primrose
Onoclea sensibilis	sensitive fern
Osmunda claytoniana	interrupted fern
Ostrya virginiana	hop-hornbeam
Oxalis stricta	tall yellow wood-sorrel
Parathelypteris noveboracensis	New York fern
Parthenocissus quinquefolia	woodbine

Persicaria maculosa	lady's-thumb
Persicaria virginiana	jumpseed
Phalaris arundinacea	reed canary grass
Phleum pratense	Herd's grass
Phragmites australis	common reed
Physalis heterophylla	clammy ground-cherry
Phytolacca americana	pokeweed
Pilosella aurantiaca	orange hawkweed
Pilosella piloselloides	glaucous king-devil
Pinus strobus	white pine
Plantago major	plantain
Poa compressa	Canada bluegrass
Poa palustris	fowl meadow grass
Poa pratensis	Kentucky bluegrass
Poa trivialis	rough bluegrass
Polygonatum pubescens	common Solomon's-seal
Polystichum acrostichoides	Christmas fern
Populus balsamifera	balsam poplar
Populus deltoides	eastern cottonwood
Populus grandidentata	large-toothed aspen
Populus tremuloides	quaking aspen
Potentilla argentea	silvery cinquefoil
Potentilla norvegica	rough cinquefoil
Potentilla recta	sulphur cinquefoil
Potentilla simplex	old-field cinquefoil
Prunus pensylvanica	fire cherry
Prunus serotina	black cherry
Prunus virginiana	choke cherry
Pseudognaphalium macounii	Macoun's rabbit tobacco
Pteridium aquilinum	bracken
Quercus rubra	red oak
Ranunculus abortivus	kidney-leaved crowfoot
Ranunculus acris	common buttercup
Ranunculus hispidus var. caricetorum	swamp buttercup
Ranunculus recurvatus	hooked crowfoot
Rhamnus cathartica	buckthorn
Rhus typhina	staghorn sumac

Robinia pseudo-acacia	common locust
Rosa multiflora	multiflora rose
Rubus allegheniensis	common highbush blackberry
Rubus hispidus	bog dewberry
Rubus idaeus	red raspberry
Rubus occidentalis	black raspberry
Rubus odoratus	flowering raspberry
Rudbeckia hirta var. pulcherrima	black-eyed Susan
Rumex acetosella	sheep sorrel
Rumex crispus	curly dock
Sagina japonica	Japanese pearlwort
Salix alba × babylonica	northern weeping willow
Salix bebbiana	Bebb's willow
Salix discolor	pussy willow
Salix eriocephala	wand willow
Salix sericea	silky willow
Sambucus nigra	elder
Saponaria officinalis	bouncing-bet
Scirpus atrovirens	dark bulrush
Scirpus cf. cyperinus	wool-grass
Scutellaria lateriflora	blue skullcap
Silene latifolia	common white campion
Sisyrinchium montanum	common blue-eyed grass
Smilax herbacea	carrion-flower
Solanum dulcamara	bittersweet nightshade
Solidago altissima	tall goldenrod
Solidago bicolor	silver rod
Solidago canadensis	Canada goldenrod
Solidago gigantea	large goldenrod
Solidago juncea	early goldenrod
Solidago nemoralis	gray goldenrod
Solidago rugosa	rough-leaved goldenrod
Spergularia rubra	red sand spurrey
Spinulum annotinum	stiff clubmoss
Spiraea alba	meadowsweet

<i>Symphyotrichum cordifolium</i>	heart-leaved aster
<i>Symphyotrichum lanceolatum</i>	lance-leaved aster
<i>Symphyotrichum novae-angliae</i>	New England aster
<i>Symphyotrichum pilosum</i>	white aster
<i>Tanacetum vulgare</i>	tansy
<i>Thalictrum pubescens</i>	tall meadow-rue
<i>Thelypteris palustris</i>	marsh fern
<i>Tilia americana</i>	basswood
<i>Trifolium arvense</i>	rabbit's-foot clover
<i>Trifolium aureum</i>	large hop clover
<i>Trifolium hybridum</i>	alsike
<i>Trifolium pratense</i>	red clover
<i>Trifolium repens</i>	white clover
<i>Tsuga canadensis</i>	eastern hemlock
<i>Turritis glabra</i>	tower mustard

<i>Ulmus americana</i>	American elm
<i>Urtica dioica</i> var. <i>gracilis</i>	stinging nettle
<i>Vaccinium angustifolium</i>	low sweet blueberry
<i>Verbascum thapsus</i>	common mullein
<i>Verbena urticifolia</i>	white vervain
<i>Veronica officinalis</i>	common speedwell
<i>Veronica peregrina</i>	purslane speedwell
<i>Veronica scutellata</i>	marsh speedwell
<i>Viburnum dentatum</i>	arrow-wood
<i>Viburnum lentago</i>	nannyberry
<i>Vicia cracca</i>	cow vetch
<i>Viola cucullata</i>	marsh blue violet
<i>Viola pallens</i>	northern white violet
<i>Viola sororia</i>	woolly blue violet
<i>Vitis riparia</i>	riverbank grape
<i>Zizia aurea</i>	golden Alexanders
Total Species Richness	231

From Miles Waite: I finally connected with Shawn Donovan this morning about the Weathersfield Landfill. Here are some bullet points from the conversation:

- I explained that during my walkover that it was very difficult to visually establish the limits of waste, and that there was no odor or leachate observed, and that the hilltop where the dump is growing into a forest. We saw no visual evidence of recognized environmental conditions (RECs).
- I suggested that if further investigation into waste limits were to be required, it should be limited to possibly test pits in the areas to be disturbed for the construction of the array, such as where the electrical line trench is to be located, any slabs for transformers, etc.
- He said that at other Town dumps he has worked with, the ANR has required a more extensive investigation that involved many borings to identify waste limits and also groundwater sampling and surface water sampling. However, he is willing to consider a less extensive investigation if a Phase I ESA does not reveal any significant RECs or data gaps.
- He suggests a meeting to walk the property to include a representative of the Town, as the Town would be the responsible party if any environmental issues are identified. In another Town dump project, the Town ended up having to seek low interest loan to pay for the site investigation. He also said that the State Drinking Water Revolving Fund could be utilized if testing of groundwater/surface water is to be required.
- He suggests that a Phase I ESA would be the first logical step.
- After the Phase I ESA, then we should consult with him again and develop a work plan for the site investigation.
- He also suggested having the Town brush hog the road and proposed solar array area to make it easier to evaluate and plan.



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

July 31, 2019

To: Selectboard

Subject: Assessors Position

For a couple years now the Listers have recommended looking into having an appointed assessor position. The legislature in 17 V.S.A. § 2651 allows a town to vote to have an appointed assessor instead of elected listers. The statute talks about appointing an assessor approved by the Director of Property Valuation and Review, which we will need to research more, but I would not assume would be too difficult.

I would like to enter into discussion with the Selectboard about looking into this possibility. We have two listers that may not be with the Town much longer, and they feel there may not be much interest from the public to fill these positions. I feel a qualified assessor would be good for the Town, and listers agree with this opinion.

I have talked with Sven and with the Planning Commission about the possibility of joining these two offices into a land use department. The current plan would be to train the land use administrator, so they have a good understanding of this position. Sven feels that once the digitization of landfills is complete, his position will have created efficiencies enough to allow for this office to give some time to the Assessor position. In talking with the listers district advisor and Carolyn, we have determined an assessor would need to give about 60 days a year, or just over one day a week. The Planning Commission is in support of this concept and has recommended discussing this option with the Selectboard. I do feel we would also need one part-time assistant position to help make this a functional department. If we kept one part-time assistant and one full-time land use/assessor, the long-term cost of the combined offices would be reduced from the current rate. The only issue is that the short-term cost for FY2020 would be more than budgeted, but within the reimbursement rate from the state for the listers office, that is currently budgeted to go into the property reappraisal reserve.

I would like some direction from the board on their thoughts of moving forward this idea and starting the training process.

Ed Morris
Town Manager



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P.O. BOX 550 ASCUTNEY, VT 05030

townmanager@weathersfield.org

July 31, 2019

To: Selectboard

Subject: Fire Discussion

We have had our second fire communications meeting. During this meeting we reviewed the finances for FY2019, set up a training schedule for combined trainings, reviewed the Capital Plan, and started a discussion about service levels. Overall it was a good meeting. We will be continuing the discussion about the Capital Plan and service levels in future meetings.

At this meeting we should also give time for any items the fire departments want to bring to the Selectboard.

Finally, we need to continue forward with the discussion of how we are going to structure our fire services for the future. As stated in the last couple meetings, the Selectboard needs to give clear direction and define the ultimate goal.

Ed Morris
Town Manager

Fire Communications Meeting Minutes

for 7/16/2019

1. Finance Review

Ed Morris discussed the end of the year financials and asked if either department had any questions on the financials. Darrin asked about the Equipment repair costs which will be researched by Darlene and emailed to Darrin to ensure the costs are correct.

2. Hose Testing review

Hose testing except for one truck in each department has been completed. Both departments plan to complete hose testing at the Tuesday night meeting on 7-16-2019.

3. Capital Plan Review

Ed Morris reviewed the Capital plan that is being worked on. He stated that the only capital listed in the next five years was the purchase of a water tender when the next engine needed to be replaced.

Darrin Spaulding discussed the option of rebuilding a truck instead of replacing it, and how that is becoming common in the fire industry. Ed Morris said that that would be a consideration, and that the Town and departments should discuss that option along with total apparatus needs before the next purchase.

4. Schedule 4 trainings/ teambuilding exercises for FY2020

4 trainings were scheduled for the upcoming year:

- September 2019 – SCBA
- October 2019 – Water Supply/pumping
- April - Forestry
- May – Extrication

5. Discuss response protocols and service levels

We started the discussion of service levels, by reviewing the discussion about EMS from the last Selectboard meeting. We also discussed some of the equipment and training that each department has.

- **EMS-** Discussed responding as we do now in a support role. Ed Morris discussed that if we agreed we should be responding that we should discuss training and equipment levels. This discussion will continue with more detail.
- **Ice Rescue** – West Weathersfield discussed their ice water rescue training and that they have the equipment to perform a rescue. They have two ½” rescue ropes, carabiners, Pulleys and other hardware, a water rope, and two ice rescue suits. They feel this is enough equipment to start a rescue with surrounding communities being able to respond with their equipment for backup and to help if more equipment is needed.
- **Low angle rescue** - West Weathersfield Fire Department asked if we could work towards providing low angle rescue services. They feel with the mountain in Town and other steep areas, low angle rescue is needed. Darrin Spaulding mentioned that Ascutney fire has just purchased some rescue gear for the mountain including helmets, tool bags, ropes, and other rescue equipment. Together with the equipment WWVFD has for ice rescue we should have enough equipment to complete low angle rescue services and can work towards getting the training needed. More discussion will be had about training levels and the amount of service we will provide.
- **Heavy Extrication** – Mychael Spaulding asked about heavy extrication and stated that it was one of the best trainings he had participated in. Ed Morris stated that this was a perfect example of why we need to set these levels. Having some knowledgeable people that have this training is a good thing for the Town, but we do not need to purchase heavy rams and other specialized equipment for this type of extrication and rescue. We should know what equipment is available through other departments, and work with tow companies and other departments to complete these rescues if needed.

Ed Morris asked the two departments to take the time before next meeting to think about different specialties and what equipment we have/need along with what level of training and service we should provide. Ed used the example of low angle rescue. He stated that since we have the equipment and the possible need with the mountain in Town and the plan to increase tourism, we should probably work to have about six people trained to the low angle rescue operations level and others should at least have an awareness level course so they understand the basic procedures. We do not need to elevate to the technician level.

6. Any other discussion

7. **Next meeting August 27th at 6:30 AM** – This meeting was rescheduled from the normal date because of vacations.



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P.O. BOX 550 ASCUTNEY, VT 05030

townmanager@weathersfield.org

July 31, 2019

To: Selectboard

Subject: Discuss Highway Position

As you know we have been on a trial basis of running one man short in the highway department. We have been running this way for three months, and it has become apparent that the department does need to replace this position. We made the decision to embark on a one-year trial to see how it affected day to day operations, with the thought that we definitely needed an extra person in the winter. It has become apparent that we need this extra person during the summer to complete many of the jobs we are trying to complete during this short time frame. We really notice this when the crew members take time off. Many of our guys do not take vacation during the winter (which is appreciated), but as directed by me and the Selectboard they try to take their vacation annually. This causes almost every week all summer to be another man down. This is manageable but when other employees are gone for any reason this leaves the crew short staffed enough that it is hard to complete the needed work. We have also experienced running short this with the increased focus on training.

Because of this, I have decided to post an opening to fill the vacant position on the highway crew. I will be posting this position within the next week. This position was budgeted for in the FY2020 which we will be working within as we fill this vacancy. I thought it was important to bring this item before the Selectboard as an informational item, since we had come to you informing you of our plans not to immediately fill the position. As Kelly stated at the meeting, she thanked Ray for trying this and stated this would allow the department to find out one way or another whether this position is really needed. I believe we have given this trial a fair trial and have determined that we need seven people in the highway department. This is also in line with the number I have found to be common in the state with having one worker per 10 miles of road.

Ed Morris
Town Manager



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

July 31, 2019

To: Selectboard

Subject: Paving Project Review

The paving project on Center Road went well. There were no incidents, and the one complaint we had about traffic control was resolved quickly. We do have one bump near Jarvis Road that Pike will be repairing through infrared heating, so we do not have to cut and repair that section.

On reservoir Road things were going well, until an ambitious truck driver pulled in to quickly and took his loaded paving truck off the road and sunk into the shoulder. This caused damage to the freshly paved road and destroyed the road shoulder in one section. Caleb from Pike Industries will be meeting with Ray and I on Monday to look over the damaged section and create a plan to repair the damage.

The crews will be back in a few weeks to complete the shoulder work that was bid with the job.

One issue of concern is the rise in liquid asphalt prices that may cause the job to cost more than expected, but still be under budget. I have yet to get a final price, but we ended up coming in a little lower on tonnage because a mismeasurement on Reservoir Road. As soon as we know the total cost, we will advise the Selectboard and make a plan to fund the remaining amount if needed.

Ed Morris
Town Manager



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NEW YORK ON APRIL 8, 1772

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P.O. BOX 550 ASCUTNEY, VT 05030

townmanager@weathersfield.org

July 31, 2019

To: Selectboard

Subject: Approve use of Reserves for the purposes of Crack Sealing

Ray has approached me about starting to crack seal some of our roads to minimize water penetration. This process has come highly recommended by Pike, the Vermont Local Roads program, and the crack sealing contractors we have spoken to. All three entities claim the sealing will prolong the life of our roads by an estimated 5 years, if done in a timely manner. It is important to note that road maintenance and addressing paving needs early will cost the Town less over the long run.

With this information, Ray has received a few quotes and is asking the Selectboard for \$8,000 to complete two days' worth of crack sealing this year. Two days of crack sealing should allow us to seal:

- Airport Road
- Amsden School Road
- High Street
- Jensen Road
- Maple Street
- Reservoir Road
- Schoolhouse Road

We have two funding options for this:

- The roller that was budgeted is not going to be purchased. The state is getting involved with rollers and does not approve of these non-engineered constructed rollers, and with the grader purchase getting voted down, we do not want to fit a roller to our old grader and have to retro fit it. We budgeted \$7800 and could reallocate those funds to cover the crack sealing.
- We could use \$8,000 from the Highway Maintenance Capital Reserve Which will have about \$100,000 after the Center Road project and I am proposing to move another \$10,000 from the FY2019 budget.

Recommendation: Reallocate the \$7,800 from the purchase of the grader roller to be used to purchase two days of crack sealing.

Ed Morris
Town Manager



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P.O. BOX 550 ASCUTNEY, VT 05030

townmanager@weathersfield.org

July 31, 2019

To: Selectboard

Subject: Approve Applying for Salt Shed Grant

Ray came to me a year ago to discuss the future need of a new salt shed. Our current salt shed was built in the early 1970's and is starting to deteriorate. As you will see during the highway tour on August 19th, the concrete on the ceiling of the structure is starting to break off causing a safety hazard and may soon cause a structural issue. Second, water infiltrates the salt pile causing salt runoff and causes the ice to clump and become unusable.

There are grants available for salt sheds. We thought about applying for grants last year but decided not to because of the grant match that was not budgeted for, and the need to pave Weathersfield Center Road. I have just heard that there are two possible grant opportunities coming up which both require a 20% match. We received a quote for \$250,000 for the shed and we estimate a cost of about \$50,000 for the asphalt base that will need to be installed, making the total project \$300,000. This would make our match for this grant \$60,000. We would be able to supply some in kind match through groundwork preparation, administration, and possibly a little more work. We anticipate our match to be around \$55,000. Both of these grants, if received, will give us the time needed to budget for the match.

I believe this project is the perfect example of projects that we should be applying for grants for. It is a future need that we know will need to be addressed in 5-7 years. This will have a huge impact on the Capital Plan, but if we apply now, we will be able to save 80% of the cost of the shed and will be able to manipulate the budget in order to remove this cost from the future Capital Plan.

Recommendation: Authorize the Town Manager to apply for grants up to \$300,000 that have a 20% local match for the purposes of purchasing and installing a new sand shed at the Highway Department.

Ed Morris
Town Manager





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townmanager@weathersfield.org

July 31, 2019

To: Selectboard

Subject: Award Gravel RFB

As discussed at a future meeting, we have reduced the amount of gravel we will be purchasing through the RFB process from 5000 to 3000. This was done so we could make other purchases of different material to test on the roads. The bids are due by 1:00 PM on Monday August 5th. We will be reviewing the bids and presenting our recommendation Monday evening.

Recommendation: Award the FY2020 gravel bid to _____ for a price of \$_____ per yard.

Ed Morris
Town Manager



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NEW YORK ON APRIL 8, 1772

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P.O. BOX 550 ASCUTNEY, VT 05030

townmanager@weathersfield.org

July 31, 2019

To: Selectboard

Subject: Review Documents and discuss possible Town Manager Search

At the executive session last Tuesday packets were handed out that included a proposal from VLCT, a job add, job description, tentative timeline, and a recruitment brochure. I would like to review those documents and see if the board would like any changes.

It was also mentioned that the board would hold a discussion to determine how they would like to handle the search when and if it is needed.

Ed Morris
Town Manager



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P.O. BOX 550 ASCUTNEY, VT 05030

townmanager@weathersfield.org

July 31, 2019

To: Selectboard

Subject: Discuss Town Hall Security Project

There has been some discussion about upgrading security at Town Hall. I would like to have a discussion about security at the Town office and hopefully receive authorization to move forward with the security plan by soliciting RFP's.

Recommendation: Authorize the Town Manager to move forward with Phase 1 and Phase 2 of the security plan by soliciting RFP's. The plan will be to use funds from the Town Office Capital Reserve (Currently at \$20,133.88) to complete these upgrades. The RFP's and recommendation will come back to the board along with an authorization to spend at a future meeting.

Ed Morris
Town Manager



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townmanager@weathersfield.org

July 31, 2019

To: Selectboard

Subject: Budget Update

Darlene will hand out financials for you to review for the August 19th meeting. She will also give a brief synopsis of where we currently sit now that the June bills have come in.

I also want to re-address the movement of funds from FY2019 into reserves. As stated at a previous meeting, this needs to be completed by the August 19th meeting. My recommendations are:

- Allocate up to \$12,800 to the Fire Motorized Equipment Reserve per the 2017 fire agreement.
- Allocate up to \$10,000 to be placed in the Highway Capital Maintenance Reserve
- Allocate up to \$70,000 to be placed in the Martin Memorial Hall Capital Reserve
 - \$30,000 for the Heat Pump project we pulled from the budget at the last moment to fund the Municipal Fire Department
 - \$40,000 to fund repairing and resurfacing the parking lot

The wording up to is purposefully chosen to give the Town Manager the authorization to move amount up to the recommended amounts ensuring that we stay within budget with these moves.

Ed Morris

Town Manager

Meeting date August 5, 2019
 AP warrant date 07/22/19
 Payroll warrant date 1 07/18/19
 Payroll warrant date 2 07/25/19
 Payroll warrant date 3



TOWN OF WEATHERSFIELD, VERMONT

Warrants for Meeting of August 5, 2019

	Check Date	Payroll	Operating Expenses
General Fund			
	07/18/19	\$7,499.68	
	07/25/19	\$7,445.95	
AP	7/22/2019		\$29,883.25
Total		<u>\$14,945.63</u>	<u>\$29,883.25</u>
Highway Fund			
	07/18/19	\$4,343.05	
	07/25/19	\$4,203.76	
AP	7/22/2019		\$7,882.84
		<u>\$8,546.81</u>	<u>\$7,882.84</u>
Solid Waste Mgmt F			
	07/18/19	\$757.97	
	07/25/19	\$880.08	
AP	7/22/2019		\$4,818.79
Total		<u>\$1,638.05</u>	<u>\$4,818.79</u>
Library			
	07/18/19	\$1,041.15	
	07/25/19	\$1,041.15	
Total		<u>\$2,082.30</u>	<u>\$0.00</u>
Grants	07/22/19		\$2,687.13
Agency Monies	07/22/19		
Reserves	07/22/19		
Long Term Debt	07/22/19		
Grand Totals		\$27,212.79	\$45,272.01

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 \$72,484.80. Let this be your order for the payments of these amounts.

Selector

07/22/19

Town of Weathersfield Accounts Payable

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05:43 pm

Check Warrant Report # 19167 Current Prior Next FY Invoices For Fund (General Fund)

Account

For Check Acct 1(Fund 00) All check #s 07/23/19 To 07/23/19

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
AMERICAN	AMERICAN RED CROSS	07/19/19	FY20 Appropriation	11-9-901-90.01	250.00	221488	07/23/19
			FY20 APPROP	American Red Cross			
COMPETIT	CCI MANAGED SERVICES	07/01/19	IT July 19 services	11-7-101-25.05	1751.52	221492	07/23/19
			CW-45448	LAN Networking Services			
COMPOTRAV	COMPO, TRAVIS	06/15/19	2 Go Pros	11-7-207-30.00	330.00	221494	07/23/19
			061519GOPRO	WWVFD Funding			
COTTSYSTE	COTT SYSTEMS	07/17/19	Aug19 hosting	11-7-103-24.00	325.00	221495	07/23/19
			129340	Land Rec computer. Lease			
FRIENDSME	FRIENDS OF THE MEETING HO	07/22/19	FY20 Appropriations	11-9-901-90.71	1500.00	221496	07/23/19
			FY20 APPROP	Approp.- Friends of Meetg			
FOLEY	Foley Services, Inc.	07/15/19	Rugs MMH 07/15/19	11-7-301-60.10	52.77	221497	07/23/19
			1254629	Building Maintenance			
GMP	GREEN MOUNTAIN POWER	07/08/19	June 19 Electric	11-7-302-39.00	81.23	221498	07/23/19
			1879SCHOOLJU	1879 School house Maint			
GMP	GREEN MOUNTAIN POWER	07/08/19	Dry Hydrant elec June19	11-7-205-31.10	26.98	221498	07/23/19
			DRYHYDRANTEL	Fire Hydrant El Service			
GMP	GREEN MOUNTAIN POWER	07/05/19	June 19 Electric	11-7-301-30.00	303.76	221498	07/23/19
			MMHJUNE19	Electricity & Gas			
GMP	GREEN MOUNTAIN POWER	07/08/19	WWVFD June 19 electric	11-7-207-30.00	23.02	221498	07/23/19
			WWVFDJUNE19	WWVFD Funding			
RSVPWIN	GREEN MOUNTAIN RSVP	07/19/19	FY20 Appropriation	11-9-901-90.30	300.00	221499	07/23/19
			FY20 APPRATI	Green Mt RSVP			
GREEN UP	GREEN UP VERMONT	07/19/19	FY20 Appropriation	11-9-901-90.67	120.00	221500	07/23/19
			FY20 APPROP	Green Up Vermont			
HEALTH C	HEALTH CARE & REHABILITAT	07/12/19	Appropriation FY20	11-9-901-90.15	2683.00	221501	07/23/19
			84	Health/Rehabilitative Ser			
HERSHENSO	HERSHENSON, CARTER, SCOTT	07/19/19	General Mun-Solar	11-7-101-43.00	1208.33	221502	07/23/19
			24123	Legal Fees			
HERSHENSO	HERSHENSON, CARTER, SCOTT	07/19/19	Reed Appeal	11-7-105-43.00	306.80	221502	07/23/19
			24124	Legal Expense			
DAUPHIN	JOSH DAUPHIN	06/28/19	Radio Programming	11-7-207-30.00	225.00	221503	07/23/19
			06282019JD	WWVFD Funding			
LINCOLN	LINCOLN NATIONAL LIFE INS	07/18/19	Aug 19 Premiums	11-2-011-09.00	122.00	221504	07/23/19
			AUG19 PREMIU	Lincoln Life Supplemental			
LINCOLN	LINCOLN NATIONAL LIFE INS	07/18/19	Aug 19 Premiums	11-7-101-14.10	107.78	221504	07/23/19
			AUG19 PREMIU	Insurance Benefits			
LINCOLN	LINCOLN NATIONAL LIFE INS	07/18/19	Aug 19 Premiums	11-7-201-14.10	43.16	221504	07/23/19
			AUG19 PREMIU	Insurance Benefits			
LINCOLN	LINCOLN NATIONAL LIFE INS	07/18/19	Aug 19 Premiums	11-7-105-14.10	24.41	221504	07/23/19
			AUG19 PREMIU	Insurance Benefits			
LINCOLN	LINCOLN NATIONAL LIFE INS	07/18/19	Aug 19 Premiums	11-7-103-14.10	43.53	221504	07/23/19
			AUG19 PREMIU	Insurance Benefits			
LINCOLN	LINCOLN NATIONAL LIFE INS	07/18/19	Aug 19 Premiums	11-7-104-14.10	17.60	221504	07/23/19
			AUG19 PREMIU	Insurances Benefits			
MEALS	MEALS & WHEELS GREATER SP	07/19/19	FY20 Appropriation	11-9-901-90.20	400.00	221506	07/23/19
			FY20 APPROP	Meals on Wheels			
MAPP	MT. ASCUTNEY PREVENTION P	07/19/19	FY20 Appropriation	11-9-901-90.58	450.00	221507	07/23/19
			FY20 APPROP	M.A.P.P			
OREILLY	O'REILLY AUTO PARTS	07/10/19	EQ1 light	11-7-201-52.00	15.98	221509	07/23/19
			5683-193589	Repairs and Supplies			

07/22/19

Town of Weathersfield Accounts Payable

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05:43 pm

Check Warrant Report # 19167 Current Prior Next FY Invoices For Fund (General Fund)

Account

For Check Acct 1(Fund 00) All check #s 07/23/19 To 07/23/19

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
VTAGHUMAN	OFFICE OF CHILD SUPPORT	07/18/19	Payroll Transfer PR-07/18/19	11-2-011-07.00 Garnishments	312.49	221510	07/23/19
PRKVLL TR	PERKINSVILLE VILLAGE TREA	07/17/19	Due to Perkinsville JUNE3019	11-2-010-13.00 Due to Perkinsville Treas	37.34	221511	07/23/19
COASEV	SENIOR SOLUTIONS COUNCIL	07/22/19	FY20 Approp FY20APPROPI	11-9-901-90.10 Council on Aging	450.00	221512	07/23/19
C.R.T.	SOUTHEAST VERMONT TRANSIT	07/19/19	FY20 Appropriation FY20APPROP	11-9-901-90.69 Southeast VT Transit	125.00	221513	07/23/19
SPURRS	SPURRS REPAIR	07/02/19	Vt State Inspection 20757	11-7-201-52.00 Repairs and Supplies	60.00	221516	07/23/19
STAP	STAPLETON, NICK	07/17/19	Mileage training Wallingf 07172019NS	11-7-103-27.00 Tuition and Training	43.50	221518	07/23/19
SEVCA	Southeastern Vermont Comm	07/22/19	FY20 Appropriation FY20 APPROP	11-9-901-90.35 SEVCA	1500.00	221519	07/23/19
TJ PROPER	TJ PROPERTY MANAGEMENT LL	07/11/19	WWVD June19 mowing 4721	11-7-207-30.00 WWVFD Funding	40.00	221520	07/23/19
TJ PROPER	TJ PROPERTY MANAGEMENT LL	07/11/19	Mowing June 2019 4724	11-7-302-38.85 Town Parks	228.00	221520	07/23/19
TJ PROPER	TJ PROPERTY MANAGEMENT LL	07/11/19	Mowing June 2019 4724	11-7-302-39.00 1879 School house Maint	228.00	221520	07/23/19
TJ PROPER	TJ PROPERTY MANAGEMENT LL	07/11/19	Mowing June 2019 4724	11-7-302-31.20 Center Grove Maintenance	304.00	221520	07/23/19
TJ PROPER	TJ PROPERTY MANAGEMENT LL	07/11/19	Mowing June 2019 4724	11-7-301-60.10 Building Maintenance	76.00	221520	07/23/19
TJ PROPER	TJ PROPERTY MANAGEMENT LL	06/19/19	Flowers 4725	11-7-207-30.00 WWVFD Funding	100.00	221520	07/23/19
TJ PROPER	TJ PROPERTY MANAGEMENT LL	06/19/19	Rebuild new front sign 4726	11-7-207-30.00 WWVFD Funding	350.00	221520	07/23/19
VCDA	VCDA	07/22/19	FY20 Appropriations FY20 APPROP	11-9-901-90.73 Approp.-VT Rural Fire Pro	100.00	221521	07/23/19
VISITING	VISITING NURSE AND HOSPIC	07/22/19	FY 20 Appropriations FY20 APPROPI	11-9-901-90.60 Visiting Nurses	12100.00	221522	07/23/19
VIA	VOLUNTEERS IN ACTION	07/19/19	FY20 Appropriation FY20 APPROP	11-9-901-90.65 Volunteers in Action	360.00	221523	07/23/19
VERMONT A	VT ASSOCIATION FOR THE BL	07/19/19	FY20 Appropriation FY20 APPROP	11-9-901-90.50 VT Association Blind	750.00	221524	07/23/19
INDLIV	VT CENTER FOR INDEPENDENT	07/19/19	FY20 Appropriation FY20 APPROP	11-9-901-90.55 VT Ctr Independent Living	185.00	221525	07/23/19
WWVFD	WEST WEATHERSF. VOL. FIRE	06/19/19	June 19 06192019	11-7-207-30.00 WWVFD Funding	307.06	221527	07/23/19
WWVFD	WEST WEATHERSF. VOL. FIRE	06/15/19	Number and Letter stamp AMAZON061519	11-7-207-30.00 WWVFD Funding	14.99	221527	07/23/19
WWVFD	WEST WEATHERSF. VOL. FIRE	07/16/19	Hose testing June 19 HOSETESTING6	11-7-207-30.00 WWVFD Funding	1000.00	221527	07/23/19
WISE	WISE	07/19/19	FY20 Appropriation FY20 APPROP	11-9-901-90.90 W.I.S.E.	500.00	221528	07/23/19

05:43 pm

Check Warrant Report # 19167 Current Prior Next FY Invoices For Fund (General Fund)
For Check Acct 1(Fund 00) All check #s 07/23/19 To 07/23/19

Account

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

	Report Total			29883.25		
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07/22/19

Town of Weathersfield Accounts Payable

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05:43 pm

Check Warrant Report # 19167 Current Prior Next FY Invoices For Fund (Highway Fund)

Account

For Check Acct 1(Fund 00) All check #s 07/23/19 To 07/23/19

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
CERSOSIMA	CERSOSIMO INDUSTRIES, INC	07/06/19	Type I Rip Rap 261897	12-7-101-58.26 Gravel Purchase	504.00	221493	07/23/19
FOLEY	Foley Services, Inc.	07/02/19	HW 07/02/19 uniforms 1252125	12-7-101-15.20 Uniforms & Cleaning	75.24	221497	07/23/19
FOLEY	Foley Services, Inc.	07/09/19	Hw uniforms 07/09 1253474	12-7-101-15.20 Uniforms & Cleaning	75.24	221497	07/23/19
FOLEY	Foley Services, Inc.	07/16/19	1254864	12-7-101-15.20 Uniforms & Cleaning	75.24	221497	07/23/19
GMP	GREEN MOUNTAIN POWER	07/15/19	June 19 electric HWJUNE19	12-7-101-30.00 Electricity	175.64	221498	07/23/19
LINCOLN	LINCOLN NATIONAL LIFE INS	07/18/19	Aug 19 Premiums AUG19 PREMIU	12-7-101-14.10 Insurance Benefits	180.86	221504	07/23/19
LONGTINA	LONGTIN, ALEXANDER	07/18/19	Boots FY19 BOOTSFY19	12-7-101-53.50 Safety Equipment	169.99	221505	07/23/19
NORTRAX	NORTRAX EQUIPMENT COMPANY	07/05/19	Rental July 19 1954152	12-7-101-53.00 Equipment	3750.00	221508	07/23/19
SOUTHWOTH	SOUTHWORTH-MILTON, INC	07/08/19	Filter 1667932	12-7-101-52.00 Repairs & Supplies	244.50	221515	07/23/19
SPURRS	SPURRS REPAIR	07/08/19	F350 VL1711 20750	12-7-101-52.00 Repairs & Supplies	30.00	221516	07/23/19
SPURRS	SPURRS REPAIR	07/12/19	International clutch 20794	12-7-101-52.00 Repairs & Supplies	298.39	221516	07/23/19
SPURRS	SPURRS REPAIR	07/01/19	VT Inspection 20795	12-7-101-52.00 Repairs & Supplies	60.00	221516	07/23/19
STPIERRE	ST. PIERRE INC.	06/26/19	19.44 ton 1" 77718	12-7-101-58.26 Gravel Purchase	165.24	221517	07/23/19
STPIERRE	ST. PIERRE INC.	07/10/19	18.88 ton 1" gravel 78435	12-7-101-58.26 Gravel Purchase	255.20	221517	07/23/19
STPIERRE	ST. PIERRE INC.	07/10/19	18.49 ton 1" 78437	12-7-101-58.26 Gravel Purchase	251.79	221517	07/23/19
STPIERRE	ST. PIERRE INC.	07/10/19	19.5 ton 1" 78441	12-7-101-58.26 Gravel Purchase	260.63	221517	07/23/19
STPIERRE	ST. PIERRE INC.	07/10/19	17.58 ton 1" 78446	12-7-101-58.26 Gravel Purchase	243.83	221517	07/23/19
STPIERRE	ST. PIERRE INC.	07/10/19	19.12 ton 1" gravel 78452	12-7-101-58.26 Gravel Purchase	257.30	221517	07/23/19
STPIERRE	ST. PIERRE INC.	07/10/19	19.4 ton 1" gravel 78459	12-7-101-58.26 Gravel Purchase	259.75	221517	07/23/19
WATTUP	WATTS-UP ELECTRIC INC.	06/30/19	HWY Garage door open 18-2067	12-7-101-62.00 Building Maintenance	550.00	221526	07/23/19

07/22/19

Town of Weathersfield Accounts Payable

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05:43 pm

Check Warrant Report # 19167 Current Prior Next FY Invoices For Fund (Highway Fund)

Account

For Check Acct 1(Fund 00) All check #s 07/23/19 To 07/23/19

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

	Report	Total			7882.84		
					=====		

07/22/19

Town of Weathersfield Accounts Payable

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05:43 pm

Check Warrant Report # 19167 Current Prior Next FY Invoices For Fund (Solid Waste)

Account

For Check Acct 1(Fund 00) All check #s 07/23/19 To 07/23/19

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
ATLANTI	ATLANTIC RECYCLING EQUIPM	07/11/19	Compactor service 64394	21-7-101-62.00 Facilty Construct/Mainten	646.33	221489	07/23/19
GOBIN	CASELLA WASTE SERVICES	07/08/19	500672	21-7-102-45.00	298.00	221490	07/23/19
			500672	Zero Sort contain &Tipp			
GOBIN	CASELLA WASTE SERVICES	07/08/19	500672	21-7-101-45.10	1131.90	221490	07/23/19
			500672	C&D Tippage			
GOBIN	CASELLA WASTE SERVICES	07/08/19	500672	21-7-102-45.00	281.88	221490	07/23/19
			500672	Zero Sort contain &Tipp			
GOBIN	CASELLA WASTE SERVICES	07/08/19	500672	21-7-101-45.26	735.00	221490	07/23/19
			500672	C&D-Container Charge			
GOBIN	CASELLA WASTE SERVICES	07/08/19	500672	21-7-101-45.05	1307.25	221490	07/23/19
			500672	Trash-Tippage			
GOBIN	CASELLA WASTE SERVICES	07/08/19	500672	21-7-101-45.25	245.00	221490	07/23/19
			500672	Trash Container charge			
FOLEY	Foley Services, Inc.	07/02/19	SW 07/02/19 uniforms 1252126	21-7-101-15.00 Uniforms & Cleaning S.W.	13.46	221497	07/23/19
FOLEY	Foley Services, Inc.	07/09/19	SW uniforms 07/09 1253475	21-7-101-15.00 Uniforms & Cleaning S.W.	13.46	221497	07/23/19
FOLEY	Foley Services, Inc.	07/16/19	SW uniforms 07/16/19 1254865	21-7-101-15.00 Uniforms & Cleaning S.W.	13.46	221497	07/23/19
GMP	GREEN MOUNTAIN POWER	07/11/19	SW June19 electric SWJUNE 19	21-7-101-30.00 Electricity	93.78	221498	07/23/19
LINCOLN	LINCOLN NATIONAL LIFE INS	07/18/19	Aug 19 Premiums AUG19 PREMIU	21-7-101-14.10 Insurance Benefits	39.27	221504	07/23/19
Report Total					4818.79		

07/22/19

Town of Weathersfield Accounts Payable

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05:43 pm

Check Warrant Report # 19167 Current Prior Next FY Invoices For Fund (Ramp Perkinsville School)

Account

For Check Acct 1(Fund 00) All check #s 07/23/19 To 07/23/19

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
CATA	CATAMOUNT ENVIRONMENTAL,	06/30/19	Asbestos 1879 Ramp 8393	55-7-101-02.00 Grant- Sch Ramp-contr. Wr	1175.00	221491	07/23/19
SWCRP	SOUTHERN WINDSOR COUNTY R	06/30/19	Mar-June 19 Ramp Project CDBG-WEA-979	55-7-101-03.00 Grant-Ramp-Consulting Exp	1512.13	221514	07/23/19
Report Total					2687.13		

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09:38 am

Town of Weathersfield Payroll
Check Warrant Report #
Check date 07/18/19 to 07/18/19 Departments 111 to 111

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Payroll

Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
CONGDONJ	CONGDON, JENNIFER B.		47496	07/18/19	167.29	0.00
DANGOF	DANGO, FLORA ANN		47497	07/18/19	294.33	415.00
DANIELSWI	DANIELS, WILLIAM J.	E	11513	07/18/19	0.00	967.23
	Fringes paid via direct deposit					76.92
DAY	STILLSON, DIANA L.		47501	07/18/19	77.05	0.00
ESTYLYNNE	ESTY, LYNNETTE A.	E	11515	07/18/19	0.00	200.89
FEDOROW	FEDOROW, SVEN	E	11516	07/18/19	0.00	554.65
	Fringes paid via direct deposit					38.46
GRAHAMJ	GRAHAM, JOHN J.	E	11517	07/18/19	0.00	192.80
HIERCA	HIER, CAROLYN A.	E	11518	07/18/19	0.00	276.06
HIERS	HIER, STEVE A.	E	11519	07/18/19	0.00	148.30
KELLY	KELLY, DARLENE R.	E	11521	07/18/19	0.00	865.80
MORANCY	MORANCY, WALTER W.	E	11525	07/18/19	0.00	972.51
MORRISED	MORRIS, EDWARD F.	E	11526	07/18/19	0.00	953.48
	Fringes paid via direct deposit					76.92
SMITH	SMITH, STEVEN		47499	07/18/19	127.87	0.00
STAPLENIC	STAPLETON, NICKOLAS E.		47500	07/18/19	326.52	0.00
TERRILL	TERRILL, SUSANNE	E	11531	07/18/19	0.00	690.55
WRIGHT	LLOYD WRIGHT, JULIA	E	11522	07/18/19	0.00	77.05
					993.06	6506.62

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Town of Weathersfield Payroll
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Payroll

Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
BEARSE	BEARSE, DEFOREST D.	E	11533	07/25/19	0.00	72.05
CONGDONJ	CONGDON, JENNIFER B.		47503	07/25/19	167.29	0.00
DANGOF	DANGO, FLORA ANN		47504	07/25/19	294.33	415.00
DANIELSWI	DANIELS, WILLIAM J.	E	11535	07/25/19	0.00	791.97
	Fringes paid via direct deposit					76.92
ESTYLYNNE	ESTY, LYNNETTE A.	E	11537	07/25/19	0.00	173.57
FEDOROW	FEDOROW, SVEN	E	11538	07/25/19	0.00	432.43
	Fringes paid via direct deposit					38.46
GRAHAMJ	GRAHAM, JOHN J.	E	11539	07/25/19	0.00	472.96
HIERCA	HIER, CAROLYN A.	E	11540	07/25/19	0.00	263.67
HIERS	HIER, STEVE A.	E	11541	07/25/19	0.00	148.30
KELLY	KELLY, DARLENE R.	E	11543	07/25/19	0.00	865.80
MORANCY	MORANCY, WALTER W.	E	11546	07/25/19	0.00	972.51
MORRISED	MORRIS, EDWARD F.	E	11547	07/25/19	0.00	953.48
	Fringes paid via direct deposit					76.92
MORSESTEP	MORSE, STEPHANIE J.		47506	07/25/19	132.59	0.00
SMITH	SMITH, STEVEN		47507	07/25/19	127.87	0.00
STAPLENIC	STAPLETON, NICKOLAS E.		47508	07/25/19	280.97	0.00
TERRILL	TERRILL, SUSANNE	E	11551	07/25/19	0.00	688.86
					1003.05	6442.90
					=====	=====

***7,445.95

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Town of Weathersfield Payroll
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Payroll

Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
ESTYJO	ESTY, JOHN W.	E	11536	07/25/19	0.00	570.66
	Fringes paid via direct deposit					76.92
HUNTDON	HUNTLEY, DONALD A.	E	11542	07/25/19	0.00	573.95
	Fringes paid via direct deposit					76.92
LONGTIN	LONGTIN, ALEXANDER J.	E	11544	07/25/19	0.00	437.53
	Fringes paid via direct deposit					76.92
MOORER	MOORE, RAY A.	E	11545	07/25/19	0.00	776.20
	Fringes paid via direct deposit					76.92
PIPE	PIPE, SCOTT	E	11548	07/25/19	0.00	652.18
	Fringes paid via direct deposit					76.92
STAPLETON	STAPLETON, RAY E.	E	11550	07/25/19	0.00	731.72
	Fringes paid via direct deposit					76.92
					0.00	4203.76
					=====	=====

***4,203.76

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Town of Weathersfield Payroll
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Payroll

Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
ESTYJO	ESTY, JOHN W.	E	11514	07/18/19	0.00	567.42
	Fringes paid via direct deposit					76.92
HUNTDON	HUNTLEY, DONALD A.	E	11520	07/18/19	0.00	573.95
	Fringes paid via direct deposit					76.92
LONGTIN	LONGTIN, ALEXANDER J.	E	11523	07/18/19	0.00	632.67
	Fringes paid via direct deposit					76.92
MOORER	MOORE, RAY A.	E	11524	07/18/19	0.00	775.17
	Fringes paid via direct deposit					76.92
PIPE	PIPE, SCOTT	E	11527	07/18/19	0.00	562.67
	Fringes paid via direct deposit					76.92
STAPLETON	STAPLETON, RAY E.	E	11530	07/18/19	0.00	769.65
	Fringes paid via direct deposit					76.92
					-----	-----
					0.00	4343.05
					=====	=====

***4,343.05

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Town of Weathersfield Payroll
Check Warrant Report #
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Payroll

Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
-----	-----	-----	-----	-----	-----
MERICLE J	MERICLE, JAMES S.	47498	07/18/19	266.76	0.00
WATERST	WATERS, TYLER M.	47502	07/18/19	452.75	0.00
	Fringes paid via direct deposit				38.46
				-----	-----
				719.51	38.46
				=====	=====

*****757.97

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Town of Weathersfield Payroll
Check Warrant Report #
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Payroll

Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
MERICLE J	MERICLE, JAMES S.	47505	07/25/19	267.07	0.00
WATERST	WATERS, TYLER M.	47509	07/25/19	574.55	0.00
	Fringes paid via direct deposit				38.46
				841.62	38.46

*****880.08

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Town of Weathersfield Payroll
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Payroll

Check date 07/18/19 to 07/18/19 Departments 131 to 131

Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
COLEMAN	COLEMAN, GLENNA J.	E	11512	07/18/19	0.00	131.16
RICHARDMA	RICHARDSON, MARK P.	E	11529	07/18/19	0.00	687.56
	Fringes paid via direct deposit					76.92
TOPOLSKI	TOPOLSKI, JUDITH A.	E	11532	07/18/19	0.00	145.51
					0.00	1041.15

***1,041.15

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Town of Weathersfield Payroll
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Payroll

Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
COLEMAN	COLEMAN, GLENNA J.	E	11534	07/25/19	0.00	131.16
RICHARDMA	RICHARDSON, MARK P.	E	11549	07/25/19	0.00	687.56
	Fringes paid via direct deposit					76.92
TOPOLSKI	TOPOLSKI, JUDITH A.	E	11552	07/25/19	0.00	145.51
					0.00	1041.15

***1,041.15