



TOWN OF WEATHERSFIELD
SELECT BOARD

Phone: 802-674-2626
Fax: 802-230-6262

MEETING AGENDA

Monday, November 16, 2020 | 07:00PM
5259 US Route 5, Ascutney, VT 05030

REMOTE PARTICIPATION (CONFERENCE CALL/ DIAL IN)

Phone Number: (646) 749-3122 | Access Code: 837-211-861

Pursuant to Governor Phil Scott's March 30, 2020 Order Suspending Certain Provisions of the Open Meeting Law, See H.681, and the Governor's March 21, 2020 order imposing strict limitation on the number of people that may gather in one place, this meeting of the Weathersfield Select Board will be conducted via remote participation to the greatest extent possible.

Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Weathersfield website, at

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

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

Comcast Channel "1087" and VTEL Channel "161" on Wednesday at 7:00PM
GoToMeeting: "Live/ Real-time" – November 16, 2020 | 7:00PM
SAPATV.org – Wednesday Afternoon

In-person attendance is permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real-time, via technological means. In the event that we are unable to do so, despite our best efforts, we will post on the Weathersfield website an audio or video recording, transcript or other comprehensive record of proceedings as soon as possible after the meeting.

1. Call to Order
2. Public Hearing: Zoning Bylaw Updates – 7:00PM
3. Comments from Select Board/ Town Manager and Citizen on Topics not on the Agenda
4. Review minutes from previous meetings: November 2, 2020
5. Scheduled Appointment – 7:30pm - Patrick Chilcott – Zero Based Budgeting
6. Finance Report
7. Land Use Administrator Fees
8. 2021 Healthcare
9. 2014 Purchase and Sale Agreement
10. Town Manager Report – Website Update, Reorganization Update
11. FY22 Budget Discussion
12. Transfer Station Permit Sticker Policy – Second Reading
13. Appointments
 - a. Budget Committee
 - b. Connecticut River Joint Commission
 - c. CRJC MT Ascutney Subcommittee
 - d. Fence Viewer
 - e. Selectmen Representative to School Board
 - f. Southern Windsor County Transportation Advisory Committee
 - g. Souther Windsor/ Windham Counties Solid Waste Management District
 - h. Tree Warden
14. Warrants
15. Any other Business
16. Adjourn



Town of Weathersfield

5259 US ROUTE 5 | P.O. BOX 550 | WEATHERSFIELD, VT 05030 | P (802) 674-2626 | F (802) 674-2117

Brandon W. Gulnick
Town Manager

October 19, 2020

Weathersfield Select Board
5159 US Route 5
Ascutney, VT 05030

Re: Public Hearing – Zoning Bylaw Updates

Dear Select Board Members & Weathersfield Residents:

INTRODUCTION

The Planning Commission is proposing updates to the Weathersfield Zoning Bylaws to better achieve the objectives in the 2017 Weathersfield Town Plan, including the revitalization of the Village Centers in Perkinsville and Ascutney.

To do this, the Planning Commission has met as a group to develop each of the following Bylaws:

1. Home Based Occupation and Home-Based Business (Section 4.5)
2. Definitions – Article 7
3. Small Enterprise
4. Formula Business
5. Off Street Parking – Section 3.5
6. Groundwater Protection Ordinance
7. Removal of Contractor's Storage Use
8. Signs – Section 3.8
9. Outdoor Lighting – Section 3.6
10. Waivers – Section 6.9
11. Section 6.10.1 – Application

After considerable discussion and examination, the Planning Commission approved each of the above-mentioned Zoning Bylaw updates.

On September 14, 2020, the Planning Commission posted a Notice of Public Hearing scheduled for October 12, 2020 at 7:15pm in accordance with the provisions of 24 V.S.A. §§ 4441(d) and 4444 (Attachment A) to hear public comments on the adoption of these Bylaws. There were no public comments at the Public Hearing nor submitted in writing prior to the Public Hearing. The Land Use Administrator submitted a memorandum to my office on 10/13/2020 (Attachment B) requesting to move the above-mentioned Zoning Bylaw updates to Select Board according to 24 V.S.A. § 4442.

ATTACHMENTS

Attachment A – Select Board Notice of Public Hearing – 11.19.2020

Attachment B – Planning Commission Notice of Public Hearing (09.14.20)

Attachment C – Memorandum – Re: Zoning Bylaw Updates (10.13.20)

Attachment D – Article 7 – Bylaw Definitions

Attachment E – Memorandum – Definitions – Hotels/Motels/Etc.

Attachment F – Groundwater Protection Ordinance

Attachment G - Full Text of proposed Bylaws to be considered

NEXT STEPS

According to 24 V.S.A. 4442 (a) the Select Board shall warn a Public Hearing not less than 15 nor more than 120 days after a proposed bylaw, amendment, or repeal is submitted to the legislative body of a municipality under section 4441 of this title.

The Legislative Body shall hold the first of one or more public hearings, after public notice, on the proposed bylaw, amendment, or repeal, and shall make copies of the proposal and the written report of the Planning Commission available to the public upon request.

The Planning Commission is meeting on October 26, 2020 at 7:00PM to approve the Zoning Bylaw Update Report in accordance with 24 V.S.A. § 4441 (c) which states: “When considering an amendment to a bylaw, the Planning Commission shall prepare and approve a written report on the proposal.” The Report will describe the following:

1. Brief explanation of the proposed bylaw, amendment, or repeal; and a statement of purpose as required for notice under § 4444 of this title.
2. How does the proposal conform with or further the goals and policies contained in the municipal plan, including the effect of the proposal on the availability of safe and affordable housing?
3. Is the proposal compatible with the proposed future land uses and densities of the municipal plan?
4. How does the proposal carry out, as applicable, any specific proposals for any planned community facilities?

This report will be available to Weathersfield residents on October 27, 2020 – 21 days prior to the Public Hearing on November 16, 2020.

According to 24 V.S.A. § 4442 (b), the Legislative Body may make minor changes to the proposed bylaw, amendment, or repeal, but shall not do so less than 14 days prior to the final public hearing.

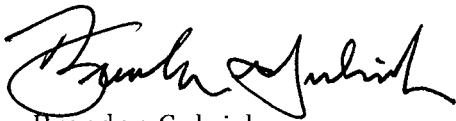
Note: If the legislative body at any time makes substantial changes in the concept, meaning, or extent of the proposed bylaw, amendment, or repeal, it shall warn a new public hearing or hearings under subsection (a) of this section. If any part of the proposal is changed, the legislative body at least 10 days prior to the hearing shall file a copy of the changed proposal with the clerk of the municipality and with the planning commission. The planning commission shall amend the report prepared pursuant to subsection 4441(c) of this title to reflect the changes made by the legislative body and shall submit that amended report to the legislative body at or prior to the public hearing.

According to 24 V.S.A. § 4442 (c)(1), A bylaw, bylaw amendment, or bylaw repeal shall be adopted by a majority of the members of the legislative body at a meeting that is held **after the final public hearing**, and shall be effective 21 days after adoption unless, by action of the legislative body, the bylaw, bylaw amendment, or bylaw repeal is warned for adoption by the municipality by Australian ballot at a special or regular meeting of the municipality.

CONCLUSION

After reviewing this document and the above-mentioned attachments, the Select Board will **first** determine how to group the Zoning Bylaw updates for each respective Public Hearing. The Select Board has several options, such as, the Select Board may decide to hold a Public Hearing on each Zoning Bylaw Update respectively, or group them together in 2s, 3s, or 4s. The Select Board may also decide to hear all of the proposed Zoning Bylaw Updates at once. **Second**, a timeline for Public Hearings will be determined. The first available Public Hearing date/ time is November 16, 2020. If the Select Board chooses to group the Zoning Bylaw updates in 4s, three (3) Public Hearing should be scheduled as follows: November 16, 2020, December 7, 2020, and December 21, 2020. **Third**, the Report must be available to the residents of Weathersfield answering, at a minimum, the four (4) questions above. This Report must be available on the Weathersfield Website, in Print, and on Weathersfield Social Media prior to the 15-day notice of public hearing timeframe. **Fourth**, the Select Board shall open and close the Public Hearing on each respective Zoning Bylaw Update Hearing, or only one (1) Public Hearing depending on whether or not the Select Board decides to group them together into one (1) Public Hearing. **Fifth**, the Select Board must hold a meeting after the Public Hearing to determine whether or not minor changes to the Zoning Bylaw updates will be made, and to vote on the adoption of each respective Zoning Bylaw Update. Sixth, each adopted Zoning Bylaw update shall be effective 21 days after adoption unless, by action of the legislative body, the bylaw, bylaw amendment, or bylaw repeal is warned for adoption by the municipality by Australian ballot at a special or regular meeting of the municipality.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Brandon Gulnick", written in a cursive style.

Brandon Gulnick
Town Manager

ATTACHMENT A

[PROPOSED SELECT BOARD NOTICE OF PUBLIC HEARING]

NOTICE OF PUBLIC HEARING

In accordance with the provisions of 24 V.S.A. §§ 4442 and 4444, the Select Board for the Town of Weathersfield, Vermont, will hold a public hearing on Monday, November 16, 2020, at 7:10 P.M., in the Weathersfield Town Office, at 5259 Route 5 in Ascutney, Vermont, to hear public comments on the adoption of the following bylaws:

[To Be Determined by the Select Board]

Statement of Purpose

The Planning Commission is proposing the above listed bylaws in order to better achieve the objectives in the 2017 Weathersfield Town Plan, and revitalize the village centers in Ascutney and Perkinsville, areas that have been identified in the Plan as growth centers.

Geographic Areas Affected

The entire Town of Weathersfield is affected by this amendment.

Sections Headings

Amendment and adoption of the foregoing Bylaws. See Sections listed above.

Persons wishing to be heard may do so in person, be represented by an agent, or may file written comments with the Planning Commission prior to the hearing.

Dated at Town of Weathersfield, Windsor County, State of Vermont, this 19th day of October 2020.

David Fuller, Chair
Weathersfield Select Board

ATTACHMENT B

[PLANNING COMMISSION NOTICE OF PUBLIC HEARING]

NOTICE OF PUBLIC HEARING

In accordance with the provisions of 24 V.S.A. §§ 4441(d) and 4444, the Planning Commission for the Town of Weathersfield, Vermont, will hold a public hearing on Monday, October 12, 2020, at 7:15 P.M., in the Weathersfield Town Office, at 5259 Route 5 in Ascutney, Vermont, to hear public comments on the adoption of the following bylaws:

- 7 (1) Removal of "Contractor's Storage" use
- 8 (2) Signs – Sec 3.8
- 9 (3) Outdoor Lighting – Sec 3.6
- 10 (4) Waivers – Sec 6.9
- 3 (5) Small Enterprise
- 4 (6) Formula Business
- 5 (7) Off Street Parking – Sec 3.5
- 1 * (8) Home-Based Occupation and Home-Based Business – Sec. 4.5
- 2 * (9) Definitions – Article 7, including but not limited to:
 - a.) Motel
 - b.) Inn/Small Motel
 - c.) Boarding House
 - d.) Building Height
 - e.) Community Non-Profit
- 6 (10) Groundwater Protection Ordinance
- 11 (11) Section 6.10.1- Application

Statement of Purpose

The Planning Commission is proposing the above listed bylaws in order to better achieve the objectives in the 2017 Weathersfield Town Plan, and revitalize the village centers in Ascutney and Perkinsville, areas that have been identified in the Plan as growth centers.

Geographic Areas Affected

The entire Town of Weathersfield is affected by this amendment.

Sections Headings

Amendment and adoption of the foregoing Bylaws. See Sections listed above.

Persons wishing to be heard may do so in person, be represented by an agent, or may file written comments with the Planning Commission prior to the hearing.

Dated at Town of Weathersfield, Windsor County, State of Vermont, this 14th day of September 2020.



Paul Tillman, Chair
Weathersfield Planning Commission

ATTACHMENT C

[MEMORANDUM – RE: ZONING BYLAW UPDATES (10.13.20)]



TOWN OF WEATHERSFIELD

LAND USE ADMINISTRATOR'S OFFICE

(802) 674-2626

P.O. BOX 550 ASCUTNEY, VT 05030

landuse@weathersfield.org

MEMORANDUM

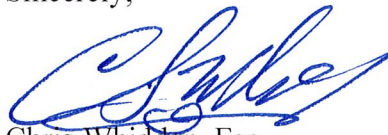
TO: Brandon Gulnick, Town Manager
FROM: Chris Whidden, Esq., Land Use Administrator
Date: 10/13/2020
RE: Zoning Bylaw Updates

Last night, at the Planning Commission's regular meeting (10/12/2020), the Commission held a hearing on the attached bylaws. All of the bylaws were discussed, and it was unanimously voted to move these bylaw updates to Selectboard for final approval. The Planning Commission requested that the Selectboard prioritize the bylaws that have been voted on for review in this order:

- 1.) Home Based Occupation and Home based business (Section 4.5)
- 2.) Definitions – Article 7
- 3.) Small Enterprise
- 4.) Formula Business
- 5.) Off Street Parking – Section 3.5
- 6.) Groundwater Protection Ordinance
- 7.) Removal of Contractor's storage use
- 8.) Signs – Section 3.8
- 9.) Outdoor Lighting – Section 3.6)
- 10.) Waivers – Section 6.9
- 11.) Section 6.10.1 – Application

Please let me know if I can be of any further assistance in this matter or if you have any questions or concerns. As always, my office is open for a collaborative effort to achieve the goals in the best interest of the Town.

Sincerely,



Chris Whidden, Esq.
Land Use Administrator

ATTACHMENT D
[ARTICLE 7 – BYLAW DEFINITIONS]

Article 7: Definitions

For the purposes of these Bylaws, meanings for the following words and phrases shall be as defined below. All other words shall retain their dictionary meaning (Webster's Ninth New Collegiate Dictionary) unless such meanings run counter to the purposes and objectives of Weathersfield's Bylaws or Town Plan. The definitions of terms defined in 24 V.S.A. § 4303, and not otherwise defined herein are made a part of these Bylaws.

A Zone: That portion of the SFHA subject to a one percent chance of being equaled or exceeded in any given year. In the A Zone the base floodplain is mapped by approximate methods, i.e. Base Flood Elevations are not determined. This is often called unnumbered A Zone or approximate A Zone.

Accessory Structure: A structure which is: 1) detached from and clearly incidental and subordinate to the principal use of or structure on a lot, 2) located on the same lot as the principal structure or use, and 3) clearly and customarily related to the principal structure or use. For residential uses these include, but may not be limited to garages, garden and tool sheds, and playhouses.

Accessory Use: A use customarily incidental and subordinate to the principal use of the land or building. If there is a question whether the use is customary, determination shall be made by the Zoning Board of Adjustment.

Affordable Housing: Affordable housing means either of the following:

1. Housing that is owned by its inhabitants whose gross annual household income does not exceed 80 percent of the county median income, or 80 percent of the standard metropolitan statistical area income if the municipality is located in such an area, as defined by the United States Department of Housing and Urban Development, and the total annual cost of the housing, including principal, interest, taxes, insurance, and condominium association fees is not more than 30 percent of the household's gross annual income.
2. Housing that is rented by its inhabitants whose gross annual household income does not exceed 80 percent of the county median income, or 80 percent of the standard metropolitan statistical area income if the municipality is located in such as area, as defined by the United States Department of Housing and Urban Development, and the total annual cost of the housing, including rent, utilities, and condominium association fees, is not more than 30 percent of the household's gross annual income.

Affordable Housing Development: A housing development of which at least 20 percent of the units or a minimum of five units, whichever is greater, are affordable housing units. Affordable units shall be subject to covenants or restrictions that preserve their affordability for a minimum of 15 years or longer as provided in municipal bylaws.

Agriculture Use: Land which is used for raising livestock, agricultural or forest products (includes farm structures and the storage of agricultural equipment); and, as an accessory use, the sale of agricultural products raised on the property.

Airport Uses: Fixed- and rotary-wing operations together with retail sales and service operations related to public, private, and general aviation, including aircraft sales, repair, and storage, commercial shipping and storage, restaurants, rental vehicles, and other uses designed to serve aviation passengers and industry.

Appropriate Municipal Panel: A planning commission, a board of adjustment or a legislative body performing development review

Area of Special Flood Hazard: This term is synonymous in meaning with the phrase "Special Flood Hazard Area" for the purposes of these bylaws.

Athletic courts: Private, residential tennis court, basketball court or similar activities.

Average Grade: The average of the distance from the top of foundation to the ground measured at all foundation corners of a building or structure.

Background Noise: Noise which exists at a point as a result of the combination of many distant sources, individually indistinguishable. In statistical terms, it is the level which is exceeded 90% of the time (L90) in which the measurement is taken.

Bankfull Width (or Channel Width): The width of a stream channel when flowing at a bankfull discharge. The bankfull discharge is the flow of water that first overtops the natural banks. This flow occurs, on average, about once every 1 to 2 years.

Base Flood: The flood having a one percent chance of being equaled or exceeded in any given year (commonly referred to as the "100-year flood").

Base Flood Elevation: The elevation of the water surface elevation resulting from a flood that has a 1 percent chance of equaling or exceeding that level in any given year. On the Flood Insurance Rate Map the elevation is usually in feet, in relation to the National Geodetic Vertical Datum of 1929, the North American Vertical Datum of 1988, or other datum referenced in the Flood Insurance Study report, or the average depth of the base flood, usually in feet, above the ground surface.

Basement: Any area of the building having its floor elevation subgrade (below ground level) on all sides.

Bed-and-Breakfast: A single family dwelling that provides sleeping accommodations for paying guests and tourists. May or may not provide meals in a central dining room. A bed-and-breakfast is limited to three bedrooms for paying guests.

Boarding House (tourist home): A building or premises where rooms are let to individuals for compensation for a period of time greater than 30 days, and where meals may be regularly services in a common dining area. Hotels, motels, apartment houses, bed and breakfasts and historic inns shall not be considered boarding houses.

Buffer: An undisturbed area consisting of trees, shrubs, ground cover plants, duff layer, and generally uneven ground surface that extends a specified distance horizontally across the surface of the land from the mean water level of an adjacent lake or from the top of the bank of an adjacent river or stream.

Building: A structure having a roof supported by columns and/or walls intended for the shelter or enclosure of persons, animals or chattel, excluding fences, and including a gas or liquid storage tank that is principally above ground.

Building or Structure Height: The distance from the average grade to the highest point on a building or structure; taken from the top of a foundation no more than 8 feet of foundation showing, and excluding cupolas, chimneys, steeples, and/or roof mounted HVAC and utilities.

Cemetery: Property used for the interment of the dead.

Channel: An area that contains continuously or periodic flowing water that is confined by banks and a streambed.

Common Plan of Development: Where a structure will be refurbished over a period of time. Such work might be planned unit by unit.

Community Non-profit: as defined by State or Federal guidelines.

Contractor's Storage Yard: A lot or portion of a lot or parcel used to store and maintain construction equipment and other materials and facilities customarily required in the building trade by a construction contractor.

Coverage: That percentage of the lot area that is covered by buildings.

Critical Facilities: Include police stations, fire and rescue facilities, hospitals, shelters, schools, nursing homes, water supply and waste treatment facilities, and other structures the community

identifies as essential to the health and welfare of the population and that are especially important following a disaster. For example, the type and location of a business may raise its status to a Critical Facility, such as a grocery or gas station

Daytime Hours: Hours between 7:30 a.m. and 7:30 p.m., Monday through Saturday, and the hours between 10:00 a.m. and 7:30 p.m. on Sundays and holidays.

Decibel: (dB) A unit of measurement of the sound level.

Development: The division of a parcel into two or more parcels; the construction, reconstruction, conversion, structural alteration, relocation, or enlargement of any building or other structure or of any mining, excavation or landfill; and any change in the use of any building or other structure, land or extension of use of land.

Development in the areas of special flood hazard: Any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

District, Zoning District: A part of the territory of the Town of Weathersfield within which certain uniform regulations and requirements or various combinations thereof apply under the provisions of these Bylaws.

Dwelling, Dwelling Unit: A building or part thereof, including a kitchen and bathroom, used as living quarters for a single individual or family (see definition of family).

Emitter: Source of noise.

Excessive Noise: Any sound, the intensity of which exceeds the standard set forth in Section 6.13.

Existing Small Lot: Any lot that is legally subdivided, is in individual and separate and nonaffiliated ownership from surrounding properties, is in existence on the date of enactment of any bylaw, and is too small to conform to the minimum lot size requirements for the zoning district in which it is located.

Existing manufactured home park or subdivision: A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the floodplain management regulations adopted by a community.

Family: For the purposes of these Bylaws, a family shall consist of any group of two or more persons, either related or unrelated, residing in and sharing the rooms of an individual dwelling unit in the same structure (i.e., persons related by blood, marriage, or adoption; housemates; unrelated friends sharing expenses).

Family Child Care Home: A family child care home or facility is a day care facility which provides for care on a regular basis in the caregiver's own residence for not more than ten children at any one time. Of this number, up to six children may be provided care on a full-time basis and the remainder on a part-time basis. For the purpose of this subdivision, care of a child on a part-time basis shall mean care of a school-age child for not more than four hours a day. These limits shall not include children who reside in the residence of the caregiver; except:

1. these part-time school-age children may be cared for on a full-day basis during school closing days, snow days and vacation days which occur during the school year; and
2. during the school summer vacation, up to 12 children may be cared for provided that at least six of these children are school age and a second staff person is present and on duty when the number of children in attendance exceeds six. These limits shall not include children who are required by law to attend school (age 7 and older) and who reside in the residence of the caregiver.

Family Child Care Facility: A state registered or licensed family child care facility serving ten or

more children (at least six full-time and four part-time).

Farming: The cultivation or other use of land for growing food, fiber, Christmas trees, maple sap, or horticultural and orchard crops; or the raising, feeding or management of livestock, poultry, equines, fish, or bees; or the operation of greenhouses; or the production of maple syrup; or the on-site storage, preparation and sale of agricultural products principally produced on the farm; or the on-site production of fuel or power from agricultural products or wastes produced on the farm.

Farming structure: A structure or structures that are used by a person for agricultural production that meets one or more of the following:

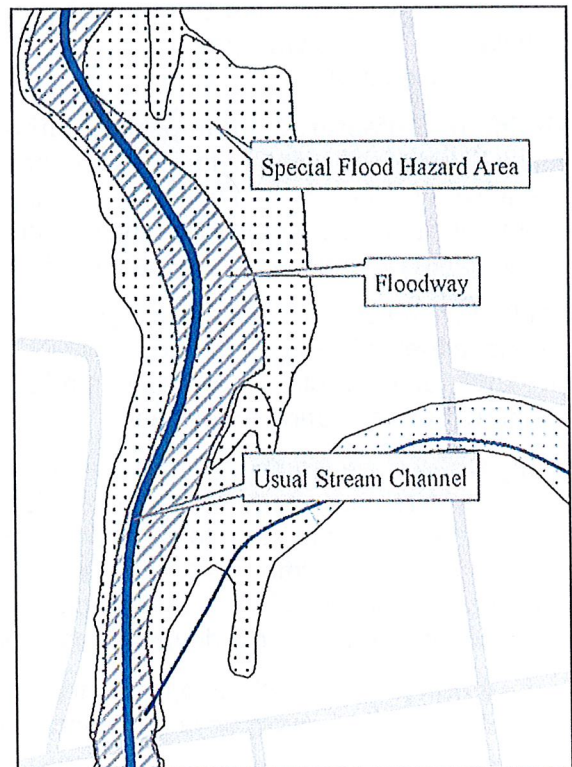
1. is used in connection with the sale of \$1,000 or more of agricultural products in a normal year; or
2. is used in connection with raising, feeding, and management of at least the following number of adult animals: four equines; five cattle or American bison; fifteen swine; fifteen goats; fifteen sheep; fifteen fallow deer; fifteen red deer; fifty turkeys; fifty geese; one-hundred laying hens; two-hundred and fifty broilers, pheasant, Chukar partridge, or Coturnix quail; three camelids; four rapties (ostriches, rheas, and emus); thirty rabbits; one hundred ducks; or one-thousand pounds of cultured trout; or
3. is used by a farmer filing with the Internal Revenue Service a 1040(F) income tax statement in at least one of the past two years; or
4. is on a farm with a business and farm management plan approved by the Secretary.

Fill: Any placed material that changes the natural grade, increases the elevation, or diminishes the flood storage capacity at the site.

FIRM: see Flood Insurance Rate Map.

Flood:

1. A general and temporary condition of partial or complete inundation of normally dry land areas from: the overflow of inland or tidal waters; the unusual and rapid accumulation or runoff of surface waters from any source; and mudslides which are proximately caused by flooding and are akin to a river of liquid and flowing mud on the surfaces of normally dry land areas, as when earth is carried by a current of water and deposited along the path of the current.
2. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding.



Flood Insurance Rate Map (FIRM): An official map of a community, on which the Federal Insurance Administrator has delineated both the special flood hazard areas and the risk premium zones applicable to the community. In some communities the hazard boundaries are available in paper, pdf, or Geographic Information System formats as a Digital Flood Insurance Rate Map (DFIRM).

Flood Insurance Study: An examination, evaluation and determination of flood hazards and, if appropriate, corresponding water surface elevations or an examination, evaluation and determination of mudslide (i.e., mudflow) and /or flood related erosion hazards.

Floodplain or flood-prone area: Any land area susceptible to being inundated by water from any source (see definition of "flood").

Flood proofing: Any combination of structural and non-structural additions, changes, or adjustments to structures, which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.

Floodway: The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one foot at any point. Please note that Special Flood Hazard Areas and floodways may be shown on a separate map panels.

Fluvial Erosion: Erosion caused by streams and rivers. Fluvial erosion can be catastrophic when a flood event causes a rapid adjustment of the stream channel size and/or location.

Fluvial Geomorphic Equilibrium: The width, depth, meander pattern, and longitudinal slope of a stream channel that occurs when water flow, sediment, and woody debris are transported by the stream in such a manner that it generally maintains dimensions, pattern, and slope without unnaturally aggrading or degrading (down-cutting) the channel bed elevation. When a stream or river is in an equilibrium condition the stream power and erosive process is minimized reducing damage to public and private infrastructure, reducing nutrient loading, and allowing for bank stability and habitat diversity.

Formula Business: A business which does or is required by contractual or other arrangement or as a franchise to maintain two (2) or more of the following items: standardized (Formula) array of services and/or merchandise including menu, trademark, logo, service mark, symbol, décor, architecture, façade, layout, uniforms, color scheme, and which are utilized by ten (10) or more other businesses worldwide regardless of ownership or location.

Frontage: The length of that portion of a lot which abuts a public road right-of-way or mean watermark of a public waterway. In the case of corner lots, it shall be that portion that has or is proposed to have access.

Functionally dependent use: A use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities, that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities.

Gasoline/Service Station: A retail establishment at which motor vehicles are serviced, especially with fuel, air, and water; also called a filling station. Includes the retail sale of motor vehicle fuel carried on as part of other commercial or industrial activities.

Group Home: Any residential facility operating under a license or registration granted or recognized by a state agency, that serves not more than eight unrelated persons, who have a handicap or disability as defined in 9 V.S.A. § 4501, and who live together as a single housekeeping unit. In addition to room, board and supervision, residents of a group home may receive other services at the group home meeting their health, developmental or educational needs.

Guest House: An accessory residential structure with no kitchen (may or may not have bath facilities) used for the sole purpose of temporary housing for nonpaying guests.

Hazardous Materials: Those substances, materials, or agents in such quantity, state, and form as may constitute potential risk to the health and safety of the people and environment of the Town, and which may constitute a threat to property, including, without limitation, the following: explosives; radiative materials, etiologic agents, flammable materials, combustible materials, poisons, oxidizing or corrosive materials, and compressed gases. This shall also include any

other materials listed as 'hazardous' by the Materials Transportation Bureau of the United States Department of Transportation, in Title 49 of the Code of Federal regulations, as amended, or those materials regulated pursuant to Title 10, Chapter 47, of the Vermont Statutes Annotated, or any other applicable Federal or State regulations.

Highway-Commercial: The use of a structure and/or lot for the following purposes:

1. motel or large hotel;
2. shopping plaza;
3. wholesale or retail sales;
4. drive-in theater;
5. restaurant;
6. drive-in food service;
7. drive-in bank;
8. lumber yard;
9. sales and service of automobiles, mobile homes, large boats or recreational vehicles;
10. dry cleaner;
11. bar; nightclub; or
12. any other purpose deemed by the Zoning Board of Adjustment to be similar in nature to those listed.

Historic Structure: Any structure that is:

1. Listed individually in the National Register of Historic Places (a listing maintained by the Department of the Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
2. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
3. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
4. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either: (i) By an approved state program as determined by the Secretary of the Interior or (ii) Directly by the Secretary of the Interior in states without approved programs.

Home-Based Business: A professional, commercial, or light industrial activity that takes place on a residential property, is for gain by the resident(s), and where these activities are subordinate to (Level 1) or augment (Level 2) the residential use.

Home-Based Occupation: Employment activity that is carried on for gain by the resident and is clearly subordinate to the residential structure.

Impulse Noise: Noise of short duration, usually less than one second, with an abrupt onset and rapid decay.

Indoor Recreational Facility: A commercial or public facility for the following indoor activities: bowling, table tennis, tennis, pool, roller and ice skating, swimming, customary gym activities, rifle/pistol/archery, others deemed similar in nature by the Zoning Board of Adjustment.

Industry: The use of a building or land for the manufacture, production, processing, assembly or storage of goods or commodities. Includes research, testing, and large offices (more than ten employees); and others deemed similar in nature by the Zoning Board of Adjustment.

Inn/Small hotel: An establishment providing for a fee three or more temporary guest rooms and customary lodging services, and subject to the Vermont room and meals tax.

Insignificant Activities and/or Repairs:

1. Insignificant activities that involve the placement or erection of decorative or directional elements which do not result in new obstructions to flood flows or alter drainage or have the potential to be a substantial improvement. Insignificant activities may include mowing, planting a garden, adding soil amendments, installing a mail box for the delivery of US postal mail or newspaper, or erecting a flag pole. Insignificant activities will not result in new obstructions to flood flows or impair drainage or have the potential to be a substantial improvement; and/or,
2. Insignificant repairs that involve projects to fix or mend to a sound condition after decay or damage and the cost of which does not exceed \$500 or does not result in the replacement, alteration, addition or extension of an existing structure. Insignificant repairs will not result in new obstructions to flood flows or impair drainage or have the potential to be a substantial improvement.

Junkyard: A yard for the deposit, storage, or resale of any junk or discarded materials, machinery, or vehicles; whether or not in connection with any other commercial activity.

Land Development: The division of a parcel into two or more parcels, the construction, reconstruction, conversion, structural alteration, relocation, or enlargement of any building or other structure, or of any mining, excavation, or landfill, and any change in the use of any building or other structure, or land, or extension of use of land.

Letter of Map Amendment (LOMA): A letter issued by the Federal Emergency Management Agency officially removing a structure or lot from the flood hazard zone based on information provided by a licensed engineer or surveyor. This is used where structures or lots are located above the base flood elevation and have been inadvertently included in the mapped special flood hazard area.

Light Industry: Same as Industry, but limited to:

1. no more than 10 employees
2. buildings do not cover more than 10,000 square feet of land area;
3. production of noise, vibration, smoke, dust, heat, odor, glare or other disturbance shall not exceed what is characteristic of the District.
4. production of electrical interferences and line voltage variations must not create a nuisance.

Lot: A portion or parcel of land occupied or intended for occupancy by a use or a building.

Lot Size: The total area of land, excluding the road right-of-way, included within the property lines.

Lowest Floor: The lowest floor of the lowest enclosed area, including basement. An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access or storage in an area other than a basement area is not considered a building's lowest floor; provided, that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of 44 CFR 60.3

Lumber Yard: An establishment for the retail or combined wholesale/retail sale of new lumber and/or other new building materials. For the purposes of these Bylaws, establishments engaged in the sale of other new building materials without the sale of new lumber are included.

Manufactured Home (or Mobile Home): A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term "manufactured home" does not include a "recreational vehicle".

Manufactured Home Park or Subdivision: A parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

Mean Sea Level: For the purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929 and other data, to which base flood elevations shown on a community's Flood Insurance Rate Map are referenced.

Medical Facility: For the purposes of these Bylaws, a medical facility shall include hospitals, including nurses' residential quarters; nursing homes; and homes for the elderly or incapacitated.

Mobile Home: A structure or type of manufactured home that is built on a permanent chassis and is designed to be used as a dwelling with or without a permanent foundation, includes plumbing, heating, cooling, and electrical systems, and is:

1. transportable in one or more sections; and
2. at least eight feet wide or 40 feet long or when erected has at least 320 square feet or if the structure was constructed prior to June 15, 1976, at least eight feet wide or 32 feet long; or
3. any structure that meets all the requirements of this subdivision except for size and for which the manufacturer voluntarily files a certification required by the U.S. Department of Housing and Urban Development and complies with the standards established under Title 42 of the U.S. Code. as set forth in 10 V.S.A. § 6201(1).

Mobile Home Park: Any parcel of land under single or common ownership or control which contains, or is designed, laid out or adapted to accommodate, more than two mobile homes. Nothing herein shall be construed to apply to premises used solely for storage or display of mobile homes. Mobile Home Park does not mean any parcel of land under the ownership of an agricultural employer who may provide up to four mobile homes used by full-time workers or employees of the agricultural employer as a benefit or condition of employment or any parcel of land used solely on a seasonal basis for vacation or recreational mobile homes. 10 V.S.A. § 6201(2).

Modular (or Prefabricated) Housing: A dwelling unit constructed on-site and composed of components substantially assembled in a manufacturing plant and transported to the building site for final assembly on a permanent foundation.

Motel: A commercial lodging facility for transients, having a private outside entrance and one suitable automobile parking space for each room or suite of rooms.

Multi-family Dwelling: A building containing three or more individual dwellings with separate cooking and toilet facilities for each dwelling.

Municipal Land Use Permit: Means any of the following whenever issued:

1. A zoning, subdivision, site plan, or building permit or approval, any of which relate to "land development" as defined in this section, that has received final approval from the applicable board, commission, or officer of the municipality.
2. A wastewater system permit issued under any municipal ordinance adopted pursuant to 24 V.S.A. Chapter 102.
3. Final official minutes of a meeting that relate to a permit or approval described in (a) or (b) above that serve as the sole evidence of that permit or approval.
4. A Certificate of Occupancy, certificate of compliance, or similar certificate that relates to the permits or approvals described in (a) or (b) above, if the bylaws so require.
5. An amendment of any of the documents listed in (a) through (d) above.

New construction:

1. For the purposes of determining insurance rates, structures for which the "start of construction" commenced on or after the effective date of an initial FIRM or after

December 31, 1974, whichever is later, and includes any subsequent improvements to such structures.

2. For floodplain management purposes, new construction means structures for which the *start of construction* commenced on or after the effective date of the floodplain management regulation adopted by a community and includes any subsequent improvements to such structures.

New Manufactured Home Park or Subdivision: A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of the floodplain management regulations adopted by a community.

Nightclub or Bar: An establishment whose major activity is the service of alcoholic beverages for consumption on the premises and which may or may not provide entertainment.

Nighttime Hours: The hours between 7:30 p.m. and 7:30 a.m., Sunday evening through Saturday morning, except that Nighttime Hours shall mean the hours between 7:30 p.m. Saturday and 10:00 on Sunday and 7:30 p.m. of the day preceding a recognized, national holiday and 10:00 a.m. on said holiday.

Noise Zone: The geographic area between emitter and receptor of noise.

Nonconforming Lots or Parcels: Lots or parcels that do not conform to the present bylaws covering dimensional requirements but were in conformance with all applicable laws, ordinances, and regulations prior to the enactment of the present bylaws, including a lot or parcel improperly authorized as a result of error by the administrative officer.

Nonconforming Structure: A structure or part of a structure that does not conform to the present bylaws but was in conformance with all applicable laws, ordinances, and regulations prior to the enactment of the present bylaws, including a structure improperly authorized as a result of error by the administrative officer. Structures that were in violation of the flood hazard regulations at the time of their creation, and remain so, remain violations and are not nonconforming structures.

Nonconforming Use: Use of land that does not conform to the present bylaws but did conform to all applicable laws, ordinances, and regulations prior to the enactment of the present bylaws, including a use improperly authorized as a result of error by the administrative officer. 24 V.S.A. § 4303(15)

Nonconformity: A nonconforming use, structure, lot or parcel.

Non-highway Commercial: The use of a structure and/or lot for the following purposes:

1. wholesaler,
2. fuel oil depot,
3. bottled gas depot,
4. coal depot,
5. lumber yard, and
6. other similar purposes as determined by the Zoning Board of Adjustment.

Non-Residential: Includes, but is not limited to: small business concerns, churches, schools, nursing homes, farm buildings (including grain bins and silos), pool houses, clubhouses, recreational buildings, government buildings, mercantile structures, agricultural and industrial structures, and warehouses.

Outdoor Recreation Facility: A commercial or public facility for the following out-of-doors activities: customary playing fields and municipal park activities (baseball, soccer field, etc.); tennis, swimming, roller and ice skating, skiing, boating, fishing, horseback riding, golf, miniature golf, bicycling, or other similar activities as determined by the Zoning Board of Adjustment.

Excludes tracks or trails for competitive and/or commercial use of motorized vehicles.

Planned Residential Development (PRD): An area for strictly residential use, in which the design and development promotes the most appropriate use of the land, to facilitate the adequate and economic provision of streets and utilities, and to preserve open space. PRD's designated as single family contains only single family residential structures; those designated as multi-family contain one or more multi-family residential structures.

Planned Unit Development (PUD): One or more lots, tracts, or parcels of land to be developed as a single entity, the plan for which may propose any authorized combination of density or intensity transfers or increases, as well as the mixing of land uses. This plan, as authorized, may deviate from bylaw requirements that are otherwise applicable to the area in which it is located with respect to lot size, bulk, or type of dwelling or building, use, density, intensity, lot coverage, parking, required common open space, or other standards.

Pre-existing: In existence prior to the adoption date of the original Bylaws, March 5, 1974.

Prime Agricultural Land: Prime land identified by the Natural Resources Conservation Service (NRCS) as "P – prime" or "S - statewide significant" and as described in the Farmland Classification System for Vermont Soils, published by the United States Department of Agriculture (USDA) - NRCS and available at <http://www.nrb.state.vt.us/lup/publications/importantfarmlands.pdf>.

Public Water: Any community drinking water distribution system, whether publicly or privately owned.

Receptor: With the intent of confining decibel levels higher than allowed to the emitter's property, the receptor is any abutting property receiving noise.

Recreational Vehicle: A vehicle which is: (a) Built on a single chassis; (b) 400 square feet or less when measured at the largest horizontal projection; (c) Designed to be self-propelled or permanently towable by a light duty truck; and (d) Designed primarily not for use as a permanent dwelling but as a temporary living quarters for recreational, camping, travel, or seasonal use.

Regular High Water Mark: The lower limit of vegetation on the streambank.

Renewable Energy Resources: Energy available for collection or conversion from direct sunlight, wind, running water, organically derived fuels, including wood and agricultural sources, waste heat, and geothermal sources.

Residential Care Home: A place, however named, excluding a licensed foster home, which provides, for profit or otherwise, room, board and personal care to nine or more residents unrelated to the home operator.

Residential, Single-Family: The use of a structure and/or lot to house a single individual or family (see definition for family).

Residential Structure: Any structure designed and constructed for human residence.

Residential, Multi-family: The use of a structure or lot to house three or more families (see definition for family) or individuals.

Residential, Two-Family: The use of a structure or lot to house two families (see definition for family). A legitimate home occupation is optional.

River Corridor: The land area adjacent to a river that is required to accommodate the

dimensions, slope, planform, and buffer of the naturally stable channel and that is necessary for the natural maintenance or natural restoration of a dynamic equilibrium condition, as that term is defined in 10 V.S.A. § 1422, and for minimization of fluvial erosion hazards, as delineated by the Agency in accordance with the ANR River Corridor Protection Guide.

School: Includes public, parochial and private kindergarten through college or university and accessory uses such as dormitories, fraternities and sororities. Shall not include commercially operated schools of business, driving, dance, music, cosmetology, beauty, culture, or similar establishments.

Self-Storage Facility: A building or group of buildings and associated external areas containing separate, individual, and private storage spaces available for lease or rent for the purpose of inactive storage only and which are not accessory structures to residential uses.

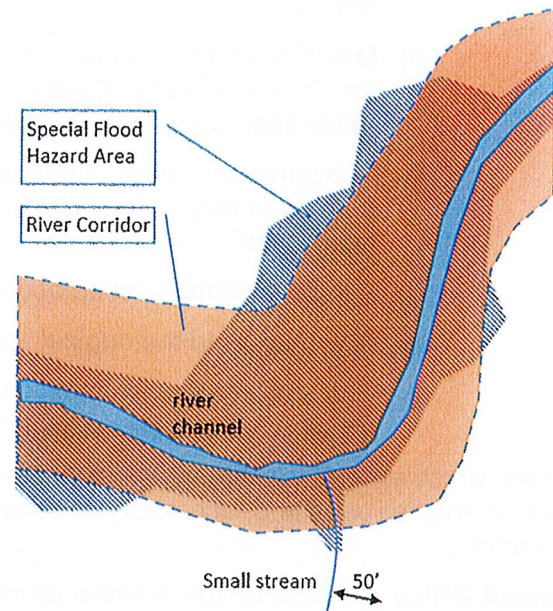
Setback:

1. The shortest distance between the exterior of a building and the nearest adjacent boundary of the building lot, measured at right angles to said boundary.
2. Porches are included as part of the building, however, steps are not.
3. Setbacks shall be measured from the nearest boundary of the road right-of-way.
4. When the road or right-of-way measures less than fifty feet in width or is of unknown width, a right-of-way width of 50 feet shall be assumed.
5. The edge of the right-of-way shall be determined by measuring half of the right-of-way width from the center of the traveled portion of the road.
6. Structures added to existing buildings in order to provide access to the disabled or handicapped (i.e., ramps, special stairways, elevators, etc.) are not required to meet setback requirements.
7. New building construction that includes such devices shall meet said requirements.

Sign: Any device, logo, structure, illustration, emblem, building, or part thereof for visual communication that is placed in view of the general public for the purpose of directing public attention to any business, industry, profession, product, service, or entertainment.

Small Enterprise: In Districts where permitted, the establishment of small enterprises is encouraged in order to promote sound economic development, to maintain the unique character of the community, to promote diversity of economic activity, and to provide a business environment benefitting from foot traffic and proximity. The small enterprise use aims to facilitate entrepreneurial activity by providing a narrow exception to obtaining a conditional use permit, while protecting and maintaining the character and diversity of businesses in the District. All applicants are encouraged to consult with the Land Use Administrator prior to submitting an application. The small enterprise shall meet all the criteria below:

- a) The small enterprise shall not be a **formula business** as defined in these Bylaws.
- b) Employs a maximum of five (5) employees on premises at a single point in time.
- c) Occupies a maximum building area of 800 square feet.
- d) Replacing and superseding Article 6.2.2(l)(3) for the purposes of this bylaw, only one (1) structure not in excess of 150 square feet is exempt from the zoning permit



requirement. All other provisions of Article 6.2.2(l) apply.

- e) May display one non-illuminated, non-reflective sign, a maximum of nine square feet in size. Additional signs may be permitted upon submission of a Zoning Permit Application (See Sign Standards in Section 3.8.)
- f) The small enterprise zoning application shall clearly define the type of business, number of employees, square footage allocated to the business, and traffic generation.
- g) All applications must be accompanied by a site plan.
- h) Any change to the original application shall require permit review.
- i) The small enterprise must comply with all performance standards set forth in Section 3.7 of these Bylaws.

Uses which exceed the thresholds established under this bylaw may still be permitted if falling within another permitted, accessory or conditional use category permitted in the same particular District.

Small Office: A space for ten or fewer employees with no deliveries and only employee parking allowed on-site.

Sound Level Meter: An instrument, including a microphone, an amplifier, an output meter, and frequency weighting networks for the measurement of sound levels. The Sound Level Meter shall conform to the ANSI Specifications for Sound Level Meters S1.4-1971.

Special Flood Hazard Area (SFHA): The floodplain within a community subject to a 1 percent or greater chance of flooding in any given year. For purposes of these regulations, the term "area of special flood hazard" is synonymous in meaning with the phrase "special flood hazard area". This area is usually labeled Zone A, AE, AO, AH, or A1-30 in the most current flood insurance studies and on the maps published by the Federal Emergency Management Agency. Maps of this area are available for viewing in the municipal office or online from the FEMA Map Service Center: msc.fema.gov. Base flood elevations have not been determined in Zone A where the flood risk has been mapped by approximate methods. Base flood elevations are shown at selected intervals on maps of Special Flood Hazard Areas that are determined by detailed methods. Please note, where floodways have been determined they may be shown on separate map panels from the Flood Insurance Rate Maps.

Start of Construction: For purposes of floodplain management, determines the effective map or bylaw that regulated development in the Special Flood Hazard Area. The "start of construction" includes substantial improvement, and means the date the building permit was issued provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footing, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, regardless whether that alteration affects the external dimensions of the building.

Stream: A perennial watercourse, or portion, segment or reach of a watercourse that, in the absence of abnormal, extended or severe drought, continuously conveys surface water flow. Human caused interruptions of flow; i.e. flow fluctuations associated with hydroelectric facility operations, or water withdrawals, shall not influence the determination. A perennial stream does not include the standing waters of wetlands, lakes, and ponds. Streams are indicated on the

Vermont Hydrography Dataset viewable on the Vermont Natural Resources Atlas.

Structure: An assembly of materials for occupancy or use for more than six (6) months. Fences, gates, stone walls, landscape timbers, sculptures, memorial monuments, TV antennae, and satellite dishes are not structures.

For floodplain management purposes, “structure” shall mean a walled and roofed building, including a gas or liquid storage tank that is principally above ground, as well as a manufactured home.

For flood insurance purposes, “structure” shall mean:

1. A building with two or more outside rigid walls and a fully secured roof that is affixed to a permanent site;
2. A manufactured home, also known as a mobile home, which is built on a permanent chassis, transported to its site in one or more sections, and affixed to a permanent foundation; or
3. A travel trailer without wheels built on a chassis and affixed to a permanent foundation, that is regulated under the community’s floodplain management and building ordinances or laws, but does not include a recreational vehicle or a park trailer or other similar vehicle, or a gas or liquid storage tank.

Structural Development: The addition of a new structure to a parcel of land.

Subdivision: Either:

1. division of a parcel of land into two or more lots, plots, or sites; or
2. construction of a single structure containing two or more functional units, such as but not limited to: apartment buildings, condominiums, or shopping plazas, when such actions are taken for the purpose of sale, transfer of ownership, building development or property improvement.

The term subdivision includes re-subdivision.

Construction of a second principal structure on a lot shall be deemed a subdivision of the parcel.

Substantial damage: Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged conditions would equal or exceed 50 percent of the market value of the structure before the damage occurred.

Substantial improvement: Any reconstruction, rehabilitation, addition, or other improvement of a structure after the date of adoption of this bylaw, the cost of which, over three years, or over the period of a common plan of development, cumulatively equals or exceeds 50 percent of the market value of the structure before the “start of construction” of the improvement. This term includes structures which have incurred “substantial damage”, regardless of the actual repair work performed. The term does not, however, include either: (a) Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specification which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions or (b) Any alteration of a “historic structure”, provided that the alteration will not preclude the structure’s continued designation as a “historic structure”.

Telecommunications Facility: A tower or other support structure, including antennae that will extend 20 or more feet vertically, and related equipment, and base structures to be used primarily for communication or broadcast purposes to transmit or receive communication or broadcast signals.

Top of Bank: That vertical point along a stream bank where an abrupt change in slope is evident. For streams in wider valleys it is the point where the stream is generally able to overflow the banks and enter the floodplain. For steep and narrow valleys, it will generally be the same as the top of slope. See Figures 3 and 4 for representative illustrations for these terms.

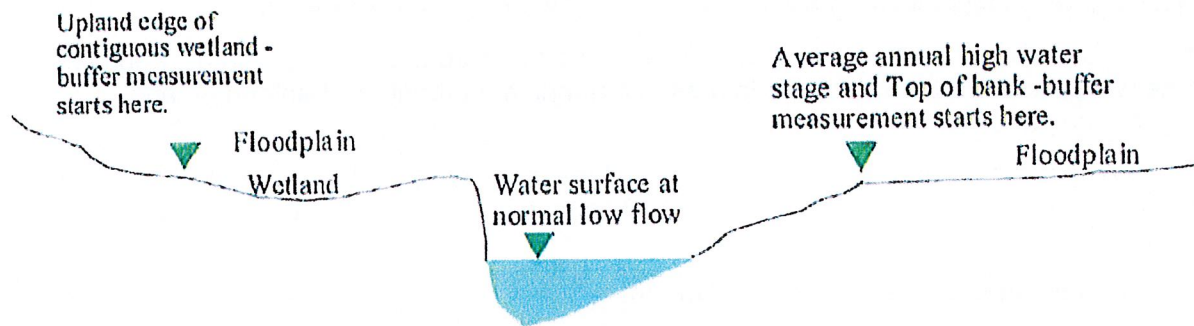


Figure 3: Illustration of "top of bank" (Source: Appendix C of the VT Riparian Buffer Guidelines)

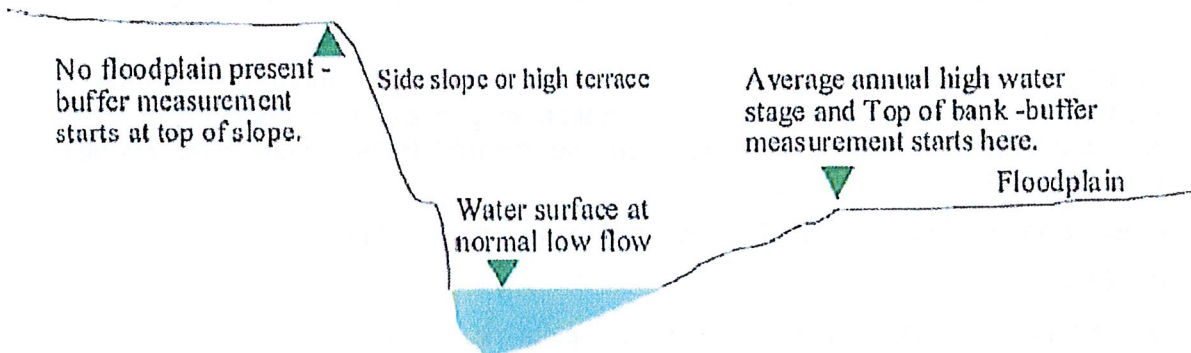


Figure 4: Illustration of "top of slope" (Source: Appendix C of the VT Riparian Buffer Guidelines)

Travel Trailer: Any vehicle used, or so constructed as to permit such use, as a conveyance on the public roads and duly licensed as such, which is constructed to permit occupancy as a dwelling or sleeping place for one or more persons. Includes motor homes, tent trailers, truck campers and any vehicle converted to provide temporary sleeping facilities other than a mobile home. This definition does not apply to commercial vehicles, such as 18 wheel trucks equipped with sleeping quarters, that are used to transport goods.

Use, Associated: A use customarily incidental to the principal use and on the same lot as the principal use.

Use, Conditional: A use permitted only by approval of the Board of Adjustment following a public hearing.

Use, Permitted: Any use allowed in a zoning district and subject to the restrictions applicable to that zoning district.

Variance: A deviation from the strict application of the requirements of these Bylaws in the case of exceptional physical conditions. See 24 V.S.A. §§ 4464 and 4469.

Violation: The failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in 44 CFR 60.3 is presumed to be in violation until such time as that documentation is provided.

Wetlands: Those areas of the state that are inundated by surface or groundwater with a frequency sufficient to support vegetation or aquatic life that depend on saturated or seasonally saturated soil conditions for growth and reproduction. Such areas include marshes, swamps, sloughs, potholes, fens, river and lake overflows, mud flats, bogs, and ponds, but excluding such areas as grow food or crops in connection with farming activities.

Wireless Communications Facility: A tower, pole, antenna, guy wire, or related features or equipment intended for use in connection with transmission or receipt of radio or television signals

or any other electromagnetic spectrum-based transmission/reception and the construction or improvement of a road, trail, building or structure incidental to a communications facility. Wireless Communication Facilities include Wireless Telecommunication Facilities. A speculative wireless telecommunications facility, that is, one built on speculation that the builder and operator will be able to lease to a service provider, is considered a wireless communications facility and does not come under the Telecommunications Act of 1996. Applications for such facilities, until a service provider is named and joins in the application, are subject to the review and regulations as a wireless communications facility and not as a wireless telecommunications facility.

Wireless Telecommunication Facility: A facility consisting of the structures, including the towers and antennas mounted on towers and buildings, equipment and site improvements involved in sending and receiving telecommunications or radio signals from a mobile communications source and transmitting those signals to a central switching computer which connects the mobile unit with land-based or other telephone lines.

ATTACHMENT E

[MEMORANDUM – DEFINITIONS – HOTELS/MOTELS/ETC.]



TOWN OF WEATHERSFIELD

LAND USE ADMINISTRATOR'S OFFICE

(802) 674-2626

P.O. BOX 550 ASCUTNEY, VT 05030

landuse@weathersfield.org

MEMORANDUM

To: Weathersfield Planning Commission
From: Chris Whidden, Esq., Land Use Administrator
Date: 5/18/2020
Re: Definitions – Hotels/Motels/Etc.

The question presented is what is the definition of hotels, inns, beds and breakfasts, etc., for purposes of the Weathersfield Bylaw update.

HOTEL:

Webster's Dictionary: an establishment that provides lodging and usually meals, entertainment, and various personal services for the public.

Stowe's Bylaws: see Lodging Facility

Burlington's Bylaws: an establishment providing for a fee three or more temporary guest rooms and customary lodging services, and subject to the Vermont rooms and meals tax.

MOTEL:

Webster's Dictionary: an establishment which provides lodging and parking and in which the rooms are usually accessible from an outdoor parking area.

Stowe's Bylaws: see Lodging Facility

Burlington's Bylaws: an establishment providing for a fee three or more temporary guest rooms and customary lodging services, and subject to the Vermont rooms and meals tax.

INN: Small Motel

Webster's Dictionary: an establishment for the lodging and entertaining of travelers; tavern.

Stowe's Bylaws: see Lodging Facility



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Burlington's Bylaws: an establishment providing for a fee three or more temporary guest rooms and customary lodging services, and subject to the Vermont rooms and meals tax.

BED AND BREAKFAST:

Webster's Dictionary: an establishment (such as an inn) offering lodging and breakfast.

Stowe's Bylaws: A single-family dwelling unit in which the resident owner permanent dwelling occupant provides short-term lodging and meals to transient paying guests and/or staff.

Burlington Bylaws: An owner-occupied resident, or portion thereof, in which short term lodging rooms are rented and where only a morning meal is provided on-premises to guests.

ECO-HOTEL:

Webster's Dictionary: a hotel with features and services designed not to be harmful to the environment.

Stowe's Bylaws: a dwelling unit or part thereof in, which for compensation, lodging and meals are provided.

BOARDING HOUSE:

Webster's Dictionary: a lodging house at which meals are provided.

Stowe's Bylaws definition is the same as Webster's.

Burlington's Bylaws: A building or premises where rooms are let to individuals for compensation for a period of time greater than 30 days, and where meals may be regularly served in a common dining area. Hotels, motels, apartment houses, bed and breakfasts, dormitories, sorority, fraternities and historic inns, shall not be considered boarding houses.



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LODGING HOUSE:

Webster's Dictionary: [rooming house] a house where lodgings are provided for rent.

Stowe's Bylaws: (lodging facility) – a facility operating as a lodge, hotel, motel, conference center, resort or similar facility that offers short-term housing intended for use by paying transient guests.

Burlington's Bylaws: no definition provided.

JUNKYARD

Webster's Dictionary: a yard used to store usually resalable junk

Weathersfield Bylaws: a yard for the deposit, storage, or resale of any junk or discarded materials, machinery, or vehicles; whether or not in connection with any other commercial activity.

Stowe Bylaws: Any area, lot, land, parcel, building or structure or part thereof, used for the storage, collection, processing, purchase, sale, salvage or disposal of junk for business.

Note: Stowe also uses the term “automobile graveyard” and has further sub-definitions:

Junk: Any scrap, waste, reclaimable material or debris, whether or not stored, for sale or in the process of being dismantled, destroyed, processed, salvaged, stored, baled, disposed or used for any other purpose. Examples might include, but are not limited to, unregistered or inoperable motor vehicles, tires, vehicle parts, equipment, paper, rags, metal, glass, building materials, household appliances, machinery, brush, scrap wood and lumber.

Junk Motor Vehicle: A discarded, dismantled, wrecked, scrapped or ruined motor vehicle or parts thereof, or one other than an on-premise utility vehicle.

Burlington Bylaws: Any place of outdoor storage of deposit that is maintained, operated, or used for storing, keeping, processing, buying, or selling garbage, trash, appliances, and/or furniture as articulated under Article III, Division 1. Sec.



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18-111 of the City Code of Ordinances. Junkyard does not include a solid waste facility or a vehicle salvage yard as defined in this ordinance.

Building Height - measured from the top of the foundation (with no more than 8 feet of foundation showing) excluding cupolas, chimneys, steeples, roof mounted HVAC/utilities.

Community Non-Profit - generally as defined by State or Federal guidelines.

ATTACHMENT F
[GROUNDWATER PROTECTION ORDINANCE]

Town of Weathersfield, Vermont
Model Groundwater Protection Ordinance

The following model ordinance is designed to be incorporated, as an overlay zone, into an existing zoning bylaw. An overlay zone functions within a zoning ordinance as a separate district that is placed over an existing district. The standards of the overlay zone do not exempt an applicant from meeting the standards of the underlying zone.

As the characteristics of all Source Protection Areas and all towns vary, it is recommended that municipalities consult with the Water Supply Division in tailoring this model ordinance to fit their specific needs.

GROUNDWATER PROTECTION OVERLAY DISTRICT

A. TITLE

This bylaw shall be known as the Groundwater Protection Overlay District Bylaw of the Town of Weathersfield (“GPOD Bylaw”). This bylaw is in addition to other districts already established through the Town of Weathersfield Zoning Ordinance.

B. PURPOSE AND INTENT

The Town of Weathersfield recognizes that many residents rely on groundwater for their safe drinking water supply, and that certain land uses can contaminate groundwater, particularly in shallow/surficial aquifers, or where contaminants can get into a bedrock aquifer. To ensure the protection of these drinking water supplies, this bylaw establishes a zoning overlay district to be known as the Groundwater Protection Overlay District (GPOD).

The purpose of the GPOD is to protect public health and safety by minimizing contamination of vulnerable aquifers and preserving and protecting existing and potential sources of drinking water supplies. It is the intent of the Town of Weathersfield to accomplish this through the adoption of this GPOD. The GPOD allows for appropriate land use regulations, in addition to those currently imposed by existing zoning districts or other state and federal regulations. It is intended that public education and cooperation will complement this effort.

The GPOD is superimposed on all current zoning districts and shall apply to all new construction, reconstruction, or expansion of existing buildings and new or expanded uses. Applicable activities/uses allowed in a portion of one of the underlying zoning districts that fall within the GPOD must additionally comply with the requirements of this district. Uses prohibited in the underlying zoning districts shall not be permitted in the GPOD.

C. AUTHORITY

1. This bylaw has been prepared and adopted pursuant to the provisions of 24 V.S.A. Chapter 117 (§ 4414(2)), known as the Vermont Municipal and Regional Planning and Development Act.

2. Pursuant to 24 V.S.A. Chapter 117, the [Zoning Board of Adjustment] of the Town of Weathersfield is authorized to review, approve, conditionally approve, and deny applications for land development, including sketch, preliminary and final plans, and installation. Pursuant to 24 V.S.A. § 4440(d) the [Board] is authorized to hire qualified persons to conduct an independent technical review of applications and to require the applicant to pay for all reasonable costs thereof.

D. DEFINITIONS

For the purposes of this section, the following terms are defined below:

1. **Aquifer.** A geological formation, group of formations or part of a formation either composed of unconsolidated rock, sand, gravel, or other unconsolidated soils, or composed of bedrock with an interconnected series of crevasses, fractures, joints, faults, cleavages, bedding planes, porosity, or other geologic features which allow groundwater to move in the subsurface environment and are capable of storing and yielding groundwater to wells and springs.
2. **Contamination.** An impairment of water quality by chemicals, biologic organisms, or other extraneous matter whether or not it affects the potential or intended beneficial use of water.
3. **Land Development.** The division of a parcel into two or more parcels, the construction, reconstruction, conversion, structural alteration, relocation or enlargement of any building or other structure, or of any mining, excavation or landfill, and any change in the use of any building or other structure, or land, or extension of use of land.
4. **Facility.** Something that is built, installed, or established for a particular purpose.
5. **Gray Water.** All domestic wastewater except toilet discharge water.
6. **Groundwater.** Water below the land surface in a zone of saturation.
7. **Groundwater Protection Overlay District.** A zoning district that is superimposed on all underlying zoning districts in the Town of Weathersfield. It includes all lands that are included in the definitions of Zones A and B of the GPOD, and is included in the Official Map of the Town of Weathersfield. This district may include specifically designated recharge areas that collect precipitation or surface water and carry it to aquifers.
8. **Hazardous Material** means all petroleum and toxic, corrosive or other chemicals and related sludge included in any of the following:
 - (A) any substance defined in section 101(14) of the federal Comprehensive Environmental Response, Compensation and Liability Act of 1980;
 - (B) petroleum, including crude oil or any fraction thereof; or
 - (C) hazardous wastes, as determined under subdivision (9) of this section;

(D) "Hazardous material" does not include herbicides and pesticides when applied consistent with good practice conducted in conformity with federal, state and local laws and regulations and according to manufacturer's instructions.

(E) "Hazardous material" does not include livestock wastes.

9. Hazardous Waste. Any waste or combination of wastes of a solid, liquid, contained gaseous, or semi-solid form, including, but not limited to those which are toxic, corrosive, ignitable, reactive, strong sensitizers, or which generate pressure through decomposition, heat or other means, which in the judgment of the Secretary of the Vermont Agency of Natural Resources may cause, or contribute to, an increase in mortality or an increase in serious irreversible or incapacitating reversible illness, taking into account the toxicity of such waste, its persistence and degradability in nature, and its potential for assimilation, or concentration in tissue, and other factors that may otherwise cause or contribute to adverse acute or chronic effects on the health of persons or other living organisms, or any matter which may have an unusually destructive effect on water quality if discharged to ground or surface waters of the state. All special nuclear, source, or by-product material, as defined by the Atomic Energy Act of 1954 and amendments thereto, codified in 42 U.S.C. § 2014, is specifically excluded from this definition. The storage and handling of livestock wastes and by-products are specifically excluded from this definition.

10. Primary Containment Facility. A tank, pit, container, pipe or vessel of first containment of a liquid or chemical, excluding the storage and handling of livestock wastes and by-products.

11. Public Water Supply. Any system(s) or combination of systems owned or controlled by a person, that provides drinking water through pipes or other constructed conveyances to the public and that has at least 15 service connections or serves an average of at least 25 individuals daily for at least 60 days out of the year. Such term includes all collection, treatment, storage and distribution facilities under the control of the water supplier and used primarily in connection with such system, and any collection or pretreatment storage facilities not under such control that are used primarily in connection with such system. In addition, this includes any water supply system with ten or more residential connections.

12. Release. Any unplanned or improper discharge, leak, or spill of a potential contaminant including a hazardous material and/or hazardous waste, excluding the storage and handling of livestock wastes and by-products.

13. Secondary Containment Structure. A double walled tank, catchment pit, pipe, or vessel that limits and contains a hazardous material or hazardous waste leaking or leaching from a primary containment area; monitoring and recovery are required excluding the storage and handling of livestock wastes and by-products.

14. Spill Response Plans. Detailed plans for control, re-containment, recovery and clean up of hazardous material and/or hazardous waste releases, such as during fires or equipment failures.

15. Stormwater Treatment Practice (STP). A stormwater treatment practice that is a specific device or technique designed to provide stormwater quality treatment and or quality control.

16. Stormwater Runoff. Precipitation that does not infiltrate the soil, including material dissolved or suspended in it, but does not include discharges from undisturbed natural terrain or wastes from combined sewer overflows.

17. Time-Of-Travel Distance. The distance that groundwater will travel in a specified time. This distance is generally a function of the permeability and slope of the aquifer.

E. ZONES WITHIN THE GROUNDWATER PROTECTION OVERLAY DISTRICT

1. Zone A: Drinking Water Critical Impact Zone.

Zone A is defined as the area within the combined two-year time-of-travel distance and zones 1 and 2 as identified in an existing water system's Source Protection Plan where these zones have been mapped around a public water supply well(s) or around the location designated for a potential future water supply.

Permitted Uses:

Public water distribution systems and facilities, accessory structures (to other permitted uses), parks, greenways, publicly-owned recreation areas such as foot, bicycle, and/or horse paths, playgrounds, ballfields and tennis courts, conservation areas, forestry, agriculture, camp, recreation facilities, single- and/or two-family dwellings, group home, home child care, home occupation

Conditional Uses:

Accessory dwelling units, accessory uses, single- and/or two-family dwellings, schools (private and public), church, day care center, child care facility, kennel, garden center, health clinic, recreation, garden center, outdoor market, funeral home, cultural facility, agribusiness, agritourism, contractor's yard, restaurants, transit facility, telecommunications facility, office, inn, home industry, extraction and quarrying, community center, home business, home occupation, essential services, managed grazing of livestock, mobile home parks, recreation, forestry, telecommunications, wind energy conversion.

Prohibited Uses:

Fuel or hazardous material storage, hazardous waste management, underground fuel storage tanks, fueling station, repair garage, body shop, car wash, laundromat, dry cleaner, machine shops, contractor's yard, bus garage, highway maintenance facility, slaughterhouse, junkyard, landfill, recycling center, commercial compost facility, industrial/commercial earth resource/groundwater extraction, on-site wastewater disposal systems, wastewater treatment facilities, open storage of road salt or other deicing chemicals, disposal of snow which has been brought in from outside the district, commercial metal plating/finishing/polishing, chemical/medical/bacteriological laboratories or manufacturing facilities, manufacturing facilities for electrical equipment/pharmaceuticals/plastic/fiberglass/rubber goods/textiles, commercial food processing, commercial photographic processing, commercial wood processing, printing establishments, concrete plants, furniture stripping establishments, commercial feeding of livestock,

pesticide/herbicide/fungicide storage, pesticide/herbicide/fungicide applications with the exception of those reviewed and approved by the Department of Health, industrial uses.

c. **Two Year Time of Travel:** Approval of septic disposal systems within the two-year time of travel boundary is prohibited unless it can be demonstrated that the discharge from the septic disposal site is not hydraulically connected to the drinking water aquifer, or that additional information is presented to document that a two-year time of travel is met or exceeded to the existing or potential water supply source.

2. Zone B: Drinking Water Potential Impact Zone.

Zone B is established as the remainder of the GPOD not included in Zone A, but deemed necessary to ensure adequate protection of public drinking water supplies. (*Note: Zone B is generally equivalent to a public water supply's Zone 3 as identified in their water system's Source Protection Plan.*)

- a. **Permitted Uses:** All uses allowed in the underlying zoning districts provided that they can meet the Performance Standards as outlined for the GPOD.
- b. **Conditional uses:** All conditional uses permitted in underlying districts may be approved by the Town of Weathersfield Zoning Board of Adjustment provided they can meet performance standards outlined for the GPOD.
- c. **Performance Standards:** The following permitting standards shall apply to uses in Zones A and B of the GPOD:
 - Any conditionally permitted facility involving the collection, handling, manufacture, use, storage, transfer or disposal of hazardous material or hazardous wastes must have a secondary containment system that is easily inspected and whose purpose is to intercept any leak or release from primary containment vessel or structure. Underground tanks or buried pipes carrying such materials must have double walls and inspectable sumps.
 - Open liquid waste ponds containing hazardous material or hazardous wastes will not be permitted without a secondary containment system.
 - Storage of petroleum products in quantities exceeding (1,000) gallons at one locality in one tank or series of tanks must be in elevated tanks; such tanks must have a secondary containment system as noted above.
 - All permitted facilities must adhere to appropriate federal and state standards for storage, handling and disposal of any hazardous material or hazardous waste.
 - All conditionally permitted facilities must prepare an acceptable contingency plan for preventing hazardous materials and/or hazardous wastes from contaminating the shallow/surficial aquifer should floods, fire, or other natural catastrophes, equipment failure, or releases occur:
 - (a) All conditionally permitted underground facilities shall include, but not be limited to a monitoring system and secondary standpipe 5-feet above the 100-year flood control level, for monitoring and recovery. For above-ground conditionally permitted facilities, an impervious dike, 5-feet above the 100-year flood level and capable of containing 110 percent of the largest volume of storage, will be provided with an overflow recovery catchment area (sump).
 - (b) All conditionally permitted facilities shall include fire fighting plans and procedures, a fire retarding system, and provide for dealing safely with any other health and technical hazards that may be encountered by disaster control personnel in combating fire. Hazards to

be considered are pipes, hazardous materials, hazardous wastes, or open flames in the immediate vicinity.

(c) For equipment failures, plans for conditionally permitted facilities that use, maintain, store, process or produce hazardous materials and/or hazardous wastes shall include, but not be limited to, below-ground level, removal and replacement of leaking parts, a leak detection system with monitoring, and an overfill protection system; and above-ground level, liquid and leaching monitoring of primary containment systems, the replacement or repair and cleanup and/or repair of the impervious surface.

(d) For any other release occurring, the owner and/or operator shall report all incidents involving liquid or chemical material to the Town of Weathersfield.

Since it is known that improperly abandoned wells can become a direct conduit for contamination of groundwater by surface water, all abandoned wells shall be properly plugged according to local and state regulations.

3. Liability.

Nothing in this ordinance shall be construed to imply that the Town of Weathersfield has accepted any of an owner/developer's liability if a permitted facility or use contaminates groundwater in any aquifer.

F. DISTRICT BOUNDARY DISPUTES

If the location of the GPOD boundary in relation to a particular parcel is in doubt and the application already requires conditional use approval because of the requirements of the underlying zone, the Town Zoning Administrative Officer, interpreting the municipal zoning bylaw literally, shall inform the applicant whether he/she believes the project is located within the GPOD. If the project would not need conditional use approval based on the requirements of the underlying district, the Zoning Administrative Officer may still determine, based on the official map, that such project is located within the GPOD. Such decision may be appealed to the [Zoning Board of Adjustment].

The burden of proof shall be upon the owner(s) of the land to demonstrate where the boundaries of the district should be located with respect to their individual parcel(s) of land. If the owner(s) request that the Town of Weathersfield determine more accurately the boundaries of the district with respect to individual parcels of land, the Town may engage a professional engineer, hydrologist, geologist, or soil scientist and charge the owner(s) for the cost of the investigation. If the location of the GPOD boundary in relation to a particular parcel is in doubt and the application already requires conditional use approval because of the requirements of the underlying zone, the Town Zoning Administrative Officer, interpreting the municipal zoning bylaw literally, shall inform the applicant whether he/she believes the project is located within the GPOD. If the project would not need conditional use approval based on the requirements of the underlying district, the Zoning Administrative Officer may still determine, based on the official map, that such project is located within the GPOD. Such decision may be appealed to the [Zoning Board of Adjustment].

G. ENFORCEMENT AND PENALTIES

1. A violation of this ordinance shall be a civil matter enforced in accordance with the provisions of 24 V.S.A. §§ 4451, 4452 and 4454 or 24 V.S.A. §§ 1974a and 1977, et seq., in the discretion of the zoning administrator. A civil penalty of not more than \$200.00 per violation may be imposed for violation of this ordinance. The Zoning Administrative Officer shall issue a notice of alleged violation, which shall include the opportunity to cure the violation within seven days. If it is not cured after seven days, a municipal ticket may be issued immediately. The Zoning Administrative Officer may institute, in the name of the municipality, any appropriate action seeking an injunction, or other appropriate relief to prevent, restrain, correct, or abate that construction or use. Such action may be initiated in either the Vermont Environmental Court, or in the Vermont Judicial Bureau, as appropriate. Each day that the violation continues shall constitute a separate violation of this ordinance.

H. ENFORCEMENT OFFICIALS

1. The town zoning administrator and health officer shall be the designated enforcement officer(s). Said designee(s) shall issue tickets and may be the appearing officer at any hearing.

I. ENFORCEMENT

J. SEVERABILITY. If any portion of this ordinance is held unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected. **K. EFFECTIVE DATE.** This zoning bylaw shall become effective 21 days after its adoption by the legislative body. (Unless the town has determined to adopt, amend, and repeal zoning bylaws by Australian ballot, in which case, the bylaw shall become effective upon adoption by the voters of the Town of Weathersfield.

This zoning bylaw shall become effective 21 days after it has been adopted by a majority of the Selectboard of the Town of Weathersfield.

_____	_____
_____	_____
_____	_____
_____	_____
Signatures	Date

ADOPTION HISTORY:

1. Agenda item at Planning Commission public hearing held on _____.
2. Agenda item at Selectboard public hearing held on _____.
3. Read and approved at regular Selectboard meeting on _____ and entered in the minutes of that meeting which were approved on _____.
4. Approved by legislative body on _____ OR, if town is a rural town AND it has determined to use Australian ballot to adopt, amend, or repeal zoning bylaws, such vote occurred on _____.
5. Other actions [petitions, etc.]

6.10.1

Application

This bylaw shall be applied to the Black River and any stream shown on the Town's Water Resources and Flood resilience Map (A.N.R. 2011). These shall be referred to as protected streams (rivers). See Definition of stream, Section 8.

ATTACHMENT G

[FULL TEXT OF PROPOSED BYLAWS TO BE CONSIDERED]

Full text of bylaws to be considered at 25 November 2019
Weathersfield Planning Commission hearing

(1) Removal of "Contractor's Storage" use.

(2) 3.8 Signs

3.8.1 General Standards: Applicable in all Zoning Districts

- a) Signage is divided into categories based on the nature and scale of activity. Signs that meet one of these categorical requirements shall be considered a permitted accessory use. All signs require a zoning permit unless specifically exempted under this bylaw.
- b) Sign area measurements shall include the outside of the structure – all posts, framing, and support members – not just the sign board. For measurement purposes, a two-sided sign shall be measured on one side only.
- c) No part – including the support structure – of any sign shall be located within 10' of the nearest edge of the travelled way. This section shall not apply to temporary event signs referred to in Section 3.8.1(i)(2).
- d) All signs shall comply with VTrans regulations (i.e. no flashing nor moving signs that could distract a motorist). In the event of conflicts between local and state sign regulations, the more restrictive standard will apply. For State of Vermont signage regulations, see 10 V.S.A. § 494.
- e) External illumination must comply with the outdoor lighting standards and be fully directed downward onto sign surfaces with no undue glare or reflections onto the public right of way or neighboring properties. The sign shall only be illuminated during business operating hours.
- f) All applicants shall submit a sketch of the proposed signs; showing dimensions, materials, design, colors, lighting, mounting method, and location. Existing signs, if applicable, shall be shown with dimensions and locations described.
- g) A single (1) sandwich board / roadside sign is allowed for all occupations, home businesses, commercial, and industrial activities during operating hours.
- h) Signs that are in disrepair or are no longer serving their intended purposes shall be removed within thirty (30) days of notification to the property owner by the Land Use Administrator.
- i) Notwithstanding the above, the following signs do not require a zoning permit:
 - (1) Agricultural businesses may install portable, information signs as necessary to direct the travelling public and shall conform with Vermont Statutes. The signs shall be a maximum of six (6) square feet, and be in place only during the active business season; or
 - (2) Temporary non-commercial, real estate, contractor, active construction, special event signs shall be less than eight (8) square feet in area do not require a permit. Larger signs shall require a Conditional Use permit. All such signs shall be removed at the completion of the event or activity.

space for commercial, industrial or institutional uses which are expected to receive shipments in vehicles too large for standard parking spaces.

- The Home-Based Occupation and Home-Based Business bylaws create a new use category not currently existing in the bylaws to expand flexibility in all zoning districts to encourage this activity. Section 9.4 of the Town Plan refers to 2010 public outreach meetings in which it was found that “home-based businesses were of the utmost importance to participants”, and Section 9.3 notes that “home businesses are the most desired type of economic development in the town”. Home-Based Business Level 1 is a permitted use in all districts, which may employ up to 4 non-resident employees and occupy a maximum building area of 1500 square feet, whether in the existing dwelling or in a new building. Home-Based Business Level 2 is a conditional use in all districts, which may employ up to 6 non-resident employees and occupy a maximum building area of 4000 square feet, whether in the existing dwelling or in a new building. The Home-Based Business Level 2 will not necessarily be incidental or subordinate to the existing residential use.

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

Most of the proposed changes are intended specifically to further goals and policies contained in the *2017 Weathersfield Town Plan*. These goals and policies generally include promoting home-based businesses, preserving the rural character of the town including the dark night sky, and revitalizing the village centers.

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

Yes, the proposed amendment is consistent with the future land uses identified in the Town Plan. These proposed changes aim to help revitalize the village centers and reduce the burden associated with the permitting process. Additionally, the changes aim to encourage home businesses per feedback from town residents and the Town Plan.

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

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

3.8.2 Home Occupation Signage

A sign that conveys a simple message while preserving the appearance, character, and quality of the residence and the surrounding neighborhood. The sign shall conform to the character of the neighborhood and shall not obstruct the view of pedestrians or motorists.

3.8.2.1 Sign Standards

- a) Maximum of one (1) sign.
- b) Maximum sign area three (3) square feet.
- c) Building-mounted or free standing.
- d) No internal nor external illumination.
- e) Maximum ten (10) feet height above ground.

3.8.3 Home Business Level 1 Signage

A sign that serves an existing, permitted Home Business.

3.8.3.1 Sign Standards

- a) Maximum of one (1) sign.
- b) Maximum sign area nine (9) square feet.
- c) Building-mounted or free standing.
- d) No internal or external illumination.
- e) Maximum ten (10) feet height above ground.

3.8.4 Home Business Level 2 Signage

A sign that serves an existing, permitted Home Business Level 2 activity.

3.8.4.1 Sign Standards

- a) Maximum of (1) one freestanding and one (1) building mounted sign.
- b) Each sign shall be a maximum area of fifteen (15) square feet. The total area of signage shall not exceed fifteen (15) square feet.
- c) "Open" flags are allowed and exempted from square footage calculations.
- d) No internal illumination is allowed.
- e) External illumination shall comply with the outdoor lighting standards and shall be fully directed downward onto sign surfaces with no undue glare or reflections onto the public right of way or to neighboring properties.
- f) The sign shall only be illuminated during business operating hours.
- g) Any sign illumination shall be reviewed by the Land Use Administrator and shall be in keeping with the character of the neighborhood.

3.8.5 Commercial / Industrial Signage

Signs for existing, permitted commercial or industrial businesses. All Commercial / Industrial signage requires a permit – unless specifically exempted by State statute.

3.8.5.1 Sign Standards

- a) Maximum of one (1) freestanding and one (1) building-mounted or roof-mounted sign that shall not exceed local building height limitations.
- b) Each sign to be a maximum of fifty (50) square feet in area.
- c) "Open" flags are allowed and are exempt from square footage calculations.
- d) External Illumination shall comply with the outdoor lighting standards and shall be fully directed downward onto sign surfaces with no undue glare or reflections onto the public right of way or onto neighboring properties.

(3) 3.6 Outdoor Lighting

The Town's rural character is enhanced by the ability to clearly view and enjoy the night sky largely free from light pollution. While some outdoor lighting is necessary for safety and security, inappropriate, poorly designed, or improperly installed outdoor lighting can create unsafe conditions and nuisances for adjacent properties, cause sky glow that obstructs views of the night sky, and result in unnecessary energy consumption.

3.6.1 General Standards

The following general standards apply to all outdoor lighting:

- a) Exterior building lights and outdoor lighting fixtures shall not direct light upward, onto adjacent properties, or onto public highways. The light shall be focused downward and inward. Mere visibility of a light source from an adjacent or nearby property does not constitute the directing of light onto that property.
- b) No zoning permit is required for holiday lighting, other temporary lighting, or lighting of flagpoles.

3.6.2 Home Business, Commercial and Industrial Uses

The following general standards apply to all home business, commercial and industrial uses:

- a) Only full cut-off, shielded, or recessed external lighting fixtures that fully direct light downward shall be used.
- b) The maximum height of any freestanding lighting fixture must not exceed 15 feet, as measured from the average grade at the base of the sign.
- c) Exterior and signage lighting must be used during business hours only and must be kept to the minimum required to maintain safety and security for persons and property.
- d) Interior building lights must not direct illumination outward and towards adjacent properties or public highways.
- e) Interior lighting must not illuminate the roadway or an adjacent residential building.

3.6.3 Private Roadways

The lighting of private roadways requires a conditional use permit.

(4) 6.9 Waivers

6.9.1 Purpose

The intent of this section is to provide flexibility in the setback requirements for existing structures within the Village Zoning District in order to enable the continued viability of these structures while also maintaining the character of the area.

6.9.2 Allowable Waivers

- a) In accordance with 24. V.S.A. § 4414(8), waivers of dimensional setbacks are limited to the reduction of any required front, side and/or rear setbacks for legally existing primary structures within the Perkinsville Center, Greater Perkinsville, and Ascutney Village zoning districts in order to accommodate:
 1. ADA accessibility improvements.
 2. Life safety improvements.
 3. Unheated, open-sided additions (e.g. decks, stairways, entryways, etc.).
 4. Renewable energy structures that could not be reasonably developed without a waiver.
- b) Waivers shall not be granted for any of the other requirements in the Zoning Bylaws.

6.9.3 Review Procedures

Waiver requests are subject to approval by the Land Use Administrator, are appealable to the Zoning Board of Adjustment, and are subject to all zoning bylaws, including public notice, abutter notification, and the posting of the zoning permit placard.

- a) The applicant shall submit accurate, detailed, and dimensioned plans that describe and depict the waiver request.

6.9.4 Standard of Review

All proposed development shall meet all the following criteria in order for a setback waiver to be granted:

- a) Granting a waiver shall not result in an unsafe condition of the lot or to the public.
- b) Incorporates design techniques (restricted height, lack of windows), screening (fencing or plantings) or other remedies to reasonably limit impact or the potential for impact upon the neighbors or when detected from the public rights-of-way.
- c) The waiver requested shall not impair nor diminish sight distances on nor the maintenance of public or private roads or sidewalks.
- d) The proposed work or construction does not encroach into the required front, side or rear yard setbacks any more than the minimum necessary to accomplish the desired results.

- e) The proposed development is compatible in scale and design of structures and the overall existing development pattern of the surrounding area and maintains the character of the neighborhood.
- f) The waiver resolves a practical difficulty in developing the property and allows reasonable use of the property;
- g) In the case of historic properties, the waiver is essential to the preservation and renovation of the historic building or the preservation of the historic pattern of land use of the surrounding area.

6.9.5 Decisions and Conditions of Approval

The Land Use Administrator shall make a decision on the request for a waiver by applying the facts presented in the application to the criteria listed herein. In approving a waiver request, the Land Use Administrator may require certain conditions to meet the stated objectives of the zoning district, to reduce or eliminate impacts, or to protect the interests of the surrounding properties, neighborhood or Town as a whole. These conditions shall include, but need not be limited to, the following:

- a) Limiting the size of the structure or the subject of the waiver request.
- b) Land Use Administrator shall inspect all proposed mitigation measures that are shown on the site plans.
- c) Reducing the encroachment into the required front, side or rear yard setbacks.
- d) Requiring that the project does not extend beyond an existing nonconforming structure - unless needed to accomplish the intended goal.
- e) Reducing the waiver requested to ensure that the waiver represents the minimum waiver that will afford relief and will represent the least deviation possible from the zoning bylaws.
- f) Controlling the location and number of vehicular access points.
- g) In the event the use of a renewable energy structure(s) is discontinued for a period of two (2) years, the site shall be promptly restored to its natural condition or returned to the conditions in existence prior to construction of the facility.

(5) Small Enterprise: In Districts where permitted, the establishment of small enterprises is encouraged in order to promote sound economic development, to maintain the unique character of the community, to promote diversity of economic activity, and to provide a business environment benefitting from foot traffic and proximity. The small enterprise use aims to facilitate entrepreneurial activity by providing an exception to obtaining a conditional use permit, while protecting and maintaining the character and diversity of businesses in the District. All applicants are encouraged to consult with the Land Use Administrator prior to submitting an application. The small enterprise shall meet all the criteria below:

- a) The small enterprise shall not be a **formula business** as defined in these Bylaws.
- b) Employs a maximum of five (5) employees on premises at a single point in time.
- c) Occupies a maximum building area of 800 square feet.

- d) Replacing and superseding Article 6.2.2(l)(3) for the purposes of this bylaw, only one (1) structure not in excess of 150 square feet is exempt from the zoning permit requirement. All other provisions of Article 6.2.2(l) apply.
- e) May display one non-illuminated, non-reflective sign, a maximum of nine square feet in size. Additional signs may be permitted upon submission of a Zoning Permit Application (See Sign Standards in Section 3.8.)
- f) The small enterprise zoning application shall clearly define the type of business, number of employees, square footage allocated to the business, and traffic generation.
- g) All applications must be accompanied by a site plan.
- h) Any change to the original application shall require permit review.
- i) The small enterprise must comply with all performance standards set forth in Section 3.7 of these Bylaws.

Uses which exceed the thresholds established under this bylaw may still be permitted if falling within another permitted, accessory or conditional use category permitted in the same particular District.

(6) Formula Business: A business which does or is required by contractual or other arrangement or as a franchise to maintain two (2) or more of the following items: standardized (Formula) array of services and/or merchandise including menu, trademark, logo, service mark, symbol, décor, architecture, façade, layout, uniforms, color scheme, and which are utilized by ten (10) or more other businesses worldwide regardless of ownership or location.

(7) 3.5 Off-Street Parking

The layout and design of parking areas is intended to address safety considerations, to maintain the rural character of the Town, and to comply with current VTrans engineering standards.

3.5.1 General Standards

3.5.1.1 Off-street parking spaces shall be provided when any use is established or enlarged and shall adequately accommodate the proposed development. Such accommodation shall include all owners, occupants, employees, customers, delivery vehicles, and/or other persons expected to be on the premises.

3.5.1.2 All standard parking spaces shall have a minimum width of ten (10) feet and a minimum length of twenty (20) feet.

3.5.1.3 Nonresidential parking lots shall be effectively landscaped in accordance with Section 5.3.5 of these Bylaws (Site Plan Review).

3.5.1.4 Handicap parking spaces shall be provided in a size and number in accordance with current ADA requirements.

3.5.2 Specific Standards

3.5.2.1 Additional standards for Home-Based Occupation and Home-Based Businesses Level 1 and 2 are described in Section 4.5 of these Bylaws.

3.5.2.2 Commercial or industrial parking lots adjacent to residential uses shall be set back a minimum of thirty (30) feet. A four (4) foot high, solid fence may be used in lieu of a 30 foot setback. Effective landscaping and plantings may be used in lieu of the 30 foot setback and shall be evaluated by the Land Use Administrator or the Zoning Board of Adjustment.

3.5.2.3 Off-street loading space shall be provided for commercial, industrial, or institutional uses that would be expected to receive shipments in vehicles too large for a standard parking space. Such delivery spaces shall be large enough to fully accommodate the maximum number of such vehicles expected to be on the premises at any one time.

3.5.2.4 Where practicable, parking spaces shall be delineated.

3.5.3 Waivers

3.5.3.1 On-site / off-street parking, loading, and delivery requirements may be increased, reduced, or waived by the Zoning Board of Adjustment under Site Plan Review based on a determination that, due to the unique circumstances of the development, a strict application of these standards is unnecessary.

(8) 4.5 Home-Based Occupation and Home-Based Business

4.5.1 Definitions and General Standards

- a) "Home-Based Business" means a professional, commercial, or light industrial activity that takes place on a residential property and is for gain by the resident(s).
- b) "Home-Based Occupation" consists of employment activity that is carried on for gain by the resident and is clearly subordinate to the use of the property.
- c) All new buildings shall be of a design and size and shall be constructed of materials that are consistent with the character of the neighborhood and that do not present an undue adverse impact.
- d) A conditional use permit requires review and approval by the Zoning Board of Adjustment.

4.5.2 Home-Based Occupation

4.5.2.1 A home-based occupation that meets all these standards shall be considered an allowed use in all districts where a residential structure is a permitted or conditional use.

- a) Employs only those who reside at the residence.
- b) Placed entirely within the existing residence.
- c) Generates a maximum of 20 average daily vehicle trips (defined as double the traffic generated by a private residence).
- d) Does not have displays, storage, lights, heavy commercial vehicles, or any other exterior evidence of a home occupation that is detectable beyond the property line.
- e) Does not generate noise, vibration, odor, glare, or other nuisances that are detectable beyond

the property line.

- f) The home-based occupation may display one non-illuminated, non-reflective building mounted or free standing sign; a maximum of three square feet in size. (See Sign Standards in Section 3.8.)
- g) Parking may include a 1-2 vehicle enlargement of an existing driveway. Separate on-site parking can be provided if fully screened from the public right-of-way or abutting properties.
- h) No zoning permit is required for a home-based occupation.

4.5.3 Home-Based Business-Level 1

4.5.3.1 A home-based business that meets all these standards shall be considered an allowed use in all districts where a private residence is a permitted or conditional use. The Level 1 home-based business shall meet all the criteria below:

- a) Conducted by the individual(s) who reside at the private residence.
- b) Employs a maximum of 4 additional employees.
- c) Occupies a maximum building area of 1,500 square feet. The area allocated to the home-based business may be in the existing residential structure or in a new outbuilding.
- d) Generates a maximum of 40 daily vehicle trips (defined as four times the number of average daily vehicle trips for a private residence).
- e) Does not create permanent exterior displays of products, storage of materials, or other evidence of commercial activity that is detectable beyond the property line.
- f) Does not generate noise, vibration, odor, glare, or other nuisances that are in excess of typical private residences and which are easily detectable beyond the property line.
- g) Provides year-round screening of business on-site parking from the public right-of-way and abutting properties.
- h) May display one non-illuminated, non-reflective sign, a maximum of nine square feet in size. (See Sign Standards in Section 3.8.)
- i) The home-based business zoning application shall clearly define type of business, number of employees, square footage allocated to the business, and traffic generation. The application shall clearly define and locate on the accompanying site plan the landscaping and/or fencing that will be used to effectively screen the business from the public right of way and abutting properties.
- j) Any change to the original application shall require permit review.

4.5.4 Home-Based Business-Level 2

4.5.4.1 A home-based business is a conditional use in all districts where a private residence is a permitted or conditional use. The Level 2 home-based business must meet all the criteria below and establishes a mixture of residential and commercial activity on the property. A conditional use permit requires review and approval by the Zoning Board of Adjustment.

- a) Conducted by the individual(s) who reside at the private residence.

- b) Employs a maximum of 6 additional employees.
- c) Occupies a maximum building area of 4,000 square feet. The area allocated to the home-based business may be in the existing residential structure or in a new or existing outbuilding. A home-based business may not necessarily be incidental or subordinate to the existing residential use.
- d) Generates a maximum of 60 daily vehicle trips (defined as six times the number of average daily vehicle trips for a private residence).
- e) The applicable Sign Standards in Section 3.8 shall apply.
- f) The Level 2 home-based business conditional use application shall clearly describe the type of business, business hours (to include times/days that have retail-related activities), number of employees, square footage allocated to the business, traffic generation, exterior displays of products, areas for storage of materials, limitation for noise, light, or other business-related impacts which are detectable from the public right-of-way or abutting properties, etc.
- g) Provides effective, year-round screening of business-related on-site parking that is visible from the public right-of-way and at abutting properties.
- h) A change to the original application shall require conditional use review.

Select Board Meeting
Ascutney Volunteer Fire Station
540 VT 131, Ascutney VT
DRAFT of Select Board Meeting Minutes
Monday November 2, 2020 6:45 PM

Select Board Members Present:

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

Attendees: Darrin Spaulding, AVFD Chief, Cody, Jordyn Bagalio, Josh Dauphin, WWVFD Chief, Ben Waters, Travis Compo, Josh Compo, Tommy Sewall, Mychael Spaulding, Joshua Compo, Nickolas Kolowski, Olivia

Online Attendees: Chris Whidden, Dale Girard

- 1.) Call to Order by Chair, David Fuller at 6:45 pm
- 2.) Executive Session – 1 V.S.A § 313

Michael Todd made a motion to go into Executive Session at 6:47pm

Joey Jarvis – 2nd

Discussion:

David Fuller, Chair invited Jordyn Bagalio and WWFVD Chief Josh Dauphin into executive session.

Vote –

3 – yea

2 – nay

- 3.) Comments from Selectboard/Town Manager and Citizens not on Agenda.

No comments from Selectboard/Town Manager/Citizens on items not on agenda.

- 4.) Review of minutes from previous meetings:

Approve the minutes from 10-19-20:

Michael Todd made a motion to approve the minutes from 10-19-20 amended with adjourned time of 10:18 pm. John Arrison and Joey Jarvis made motion and 2nd.

2nd – John Arrison

No discussion

Vote – unanimous

- 5.) 2014 Purchase and Sales Agreement
 - a. Motion to support Option 1
 - b. Johnson Easement; Letter to Emily Abbott; Proposal to Board of Abatement, Amended P&S.

The newest addition to the Abbott Property 2014 Purchase & Sales Agreement was a letter of easement to Terry Johnson.

Brandon W. Gulnick Town Manager
November 3, 2020
Select Board
5259 US Route 5
Ascutney, VT 05030

Re: Report 6 – 2014 Purchase & Sale Agreement

Dear Select Board & Weathersfield Residents,

EXECUTIVE SUMMARY

This is the 6th Report regarding the 2014 Purchase & Sale Agreement between the Town and Emily Abbott. The First Report was given on August 17th. This report examined the Purchase & Sale Agreement and included an analysis of the Tax Collectors Findings and Recommended Next Steps. The Second Report was given on September 7th. This Report drilled into the conditions and contingencies unsatisfied to date and discussed three (3) options for the Town. The Third Report was given on September 21st. This Report presented two (2) Proposals. Proposal #1 resolves the 2014 Purchase & Sale Agreement by amending the existing agreement and Proposal #2 resolves the 2014 Purchase & Sale Agreement by voiding the Agreement and holding a Tax Sale pursuant to 32 V.S.A. § 5252. During this Meeting, a motion was made and seconded to Support the Tax Collector's decision to hold a Tax Sale on this property. The Fourth Report was given on October 5th, 2020. This report revised the Total Amount of Delinquent Taxes Owed and disclosed the hiring of Waysville Engineering to determine whether there is Septic Effluent on the 2.86 Acre Parcel the Town acquired through the 2014 Purchase & Sale Agreement. The Fifth Report was given on October 19, 2020. This report addressed the findings of Waysville Engineering. According to Waysville, there is no evidence that the abutting property is discharging wastewater effluent onto the parcel that was acquired by the Town. The Select Board made a motion to rescind their motion to void the Purchase & Sale Agreement and hold a Tax Sale pursuant to 32 V.S.A. § 5252. The Select Board made a motion to support Option 2, which amends the existing Purchase & Sale Agreement and supports waiving over \$100,000 in delinquent property taxes in exchange for the easement that provides Weathersfield Residents with access into the Town Forest and the 2.86 Acre Parcel across the street, which will be used as a Parking Lot. The Select Board requested that the Town Manager move into negotiations with Terry Johnson to obtain an easement through parcel #05-01-55.000, draft a letter to Emily Abbott, and draft an amended Purchase & Sale Agreement. If the Select Board votes to support this option, the Town Manager will draft a proposal to the Board of Abatement.

NEXT STEPS

1. Select Board reviews the draft Letter to Emily Abbott.
2. Select Board reviews the draft Amended Purchase & Sale Agreement.
3. Select Board reviews the negotiated Purchase & Sale Agreement for the Johnson Easement.
4. Select Board votes to move forward with either Option 1 or Option 2.

Attachments:

Attachment A - Letter to Emily Abbott

Attachment B – Johnson Easement

Attachment C – Amended Purchase & Sale Agreement

Town Manager, Brandon Gulnick provided an updated Purchase & Sales Agreement with amendments.

Motion on the floor to accept Option 1 that was tabled from 10-19-20 Select Board meeting.

Vote –

1 – yea

4 – nay

David Fuller, Chair moved FY22 Fire Department Contracts to #6.

6.) FY22 Fire Department Contracts:

Motion on the floor from October 19, 2020 to accept contract #1.

Brandon W. Gulnick
Town Manager

November 2, 2020

Weathersfield Select Board
5159 US Route 5
Ascutney, VT 05030

Re: Fire Department Contracts

Dear Select Board Members & Weathersfield Residents:

On October 5, 2020, our Administration presented 2 Contract Options to the Select Board for review. After listening to discussions during the October 5th and October 19th meeting it's evident that the Select Board is leaning toward Contract Option #1. This contract is agreeable with West Weathersfield Volunteer Fire Department. The Ascutney Volunteer Fire Association has several questions for the Select Board that will help them decide on whether to agree to the terms of Contract #1. On October 26th & 27th the Ascutney Fire Chief, Liaison to the Fire Departments and I met to review AVFD's concerns with Contract #1.

Enclosed

Attachment A – Contract Option #1

Attachment B – Ascutney Volunteer Fire Association Questionnaire

I am asking the Select Board to define the roles of the Fire Departments and Ambulance Service. If you have any questions or concerns, please do not hesitate to contact me.

Respectfully,
Brandon Gulnick
Town Manager

a.) Ascutney Volunteer Fire Association Questionnaire

QUESTIONNAIRE

The Ascutney Volunteer Fire Association requests the Select Board clarify the following:

1. Add language to the Contract stating the Town will not pursue a Municipal Fire Department during the term of this contract.

Select Board voted 5 ways to have this wording in the contract.

2. Add language to the Contract holding the Town responsible if it violates the Contract.

Michael Todd asked Darrin Spaulding, AVFD Chief what “violates” means. Chief Spaulding gave examples of insurance not being paid since March of 2020 and fuel being shut off for non-payment.

The Town Manager feels that these issues have been resolved in office restructuring.

Josh Dauphin, WWVFD Chief stated that “it needs to go both ways, if either the Department of the Town violates the contract. He also suggested that wording be added to note violations of either side to be brought to the Town Manager and to be reviewed within a certain period of time.”

3. Fuel Study

4. Department requests to continue paying their bills. The department will request reimbursements from the Town.

If the Town does not pay AVFD bills in a timely manner, the AVFD will get their bills back to manage. WWVFD will continue as is.

5. Will the Town provide 8 copies of all Policies the Fire Department will need to abide by under contract #1?

8 copies, 1 for each of the AVFD Board members.

6. Add language mandating that any Warden or Keyperson attend the Annual State training required by the state.

Requirement of the State

7. Department fundraising: How will be operate with fundraising? Will a department fundraising money be subject to the Town Purchasing Policy? Will fundraising money remain in the Departments own account?

Each Department can continue to fundraise. The money will be subject to the Town Purchasing Policy. Fundraising monies will remain in the Department’s own account.

Remove “Income from such fundraising shall be included as part of the FIRE DEPARTMENTS’ Annual Budgets submitted to the Town Manager. The FIRE DEPARTMENTS shall furthermore include as a part of their Annual Budget submissions to the Town Manager a separate Fundraising Report, setting forth all monies derived from community fundraising solicitation and expenditures thereof.” From Section 3.5 Department Fundraising.

8. Repairs & Maintenance: If a truck is broken down and needs to be repaired, may the Fire Chief do so on his own behalf? Or is there an approval process?

The fire departments will provide a list of vendors for the 11/16/20 Select Board meeting that they use and a list of approved vendors will be created.

9. Service Agreement: The Ascutney Fire Association would like to continue with Strobels & Daniels. Because they are local and they have been reliable to the fire department. There is no conflict of interest.

10. Section 4.2.C: Let's say they ask to replace the Forestry Truck & the Select Board says no, but we wanted to buy it with fundraising money. But yet they still get rid of a truck and want to buy another one with fundraising money why is this a breach of contract.

It does not fall under the Town's Purchasing Policy

11. Section 4.2.D: Under this contract, all apparatus will be in the name of the Town, not the department?

12. Define the process for using reserves.

See the Reserve Fund Balance Policy

13. Section 6.1: The Town will be on the title of both trucks. This takes the Fire Department's name off of it. Ascutney would like the fire trucks to be in both parties' names. Why did this change? Engine 4, Ascutney put 50K into this truck, the Town takes it as a donation. We sell the truck. The department loses out on the fundraising money they put into it.

14. Section 7.1: Liability, Casualty - Should include the departments building and real property.

See Section 7.1 Liability Insurance

15. Ladder Truck: Department is paying \$3500 for insurance whereas it will only be \$441 under the Towns policy with VLCT. What does the future look like?

See Section 7.4 Vehicle Insurance

16. Any person under the age of eighteen (18) years old who are not a member of the Fire Departments nor enrolled in the Junior Program shall not respond to any fire emergencies. Why is this in the contract?

Liability

Paul Tillman made a motion at 9:00 pm to extend the meeting 30 minutes

Michael Todd – 2nd

No Discussion

Vote – unanimous

Dale Girard was in attendance via phone to help answer some questions for the Select Board and both fire departments.

Paul Tillman made a motion at 9:30 pm to extend the meeting 30 minutes

Michael Todd – 2nd

No Discussion

Vote – unanimous

7.) Local Government Expense Reimbursement Grant (COVID-19)

- a. Vote to Authorize the Town Manager to Purchase Laptops from Lenovo
- b. Vote to Authorize the Town Manager to Purchase iPads from Apple

Brandon Gulnick, Town Manager provided quotes for purchasing laptops and iPads from the COVID 19 Reimbursement Grant that he secured for Select Board members and staff to use.

Michael Todd made a motion to waive the Town's Purchasing Policy for the Town Manager to purchase 12 laptops and iPads.

Paul Tillman – 2nd

No Discussion

Vote – unanimous

The Town Manager presented the Select Board with the expenses from March 1 – August 31 and Attachment B with the expenses for the remainder of the year. He would like the Select Board to approve Attachment B.

8.) Vote to Purchase Fire Gear and Fire Fighting Equipment & Gear Reserves

Chief Spaulding presented quotes from Bergeron Protective Clothing and MES (Municipal Emergency Services) for 5 new sets of Turn Out Gear for the new member to the Ascutney Volunteer Fire Department.

Chief Spaulding would prefer to use MES as they have a better product (in his opinion) and can get the gear to them within 30-60 days.

John Arrison made a motion to approve the purchase from MES to not exceed \$14,875.

Joey Jarvis – 2nd

Discussion –

Chief Dauphin asked for a printout on expenses to see how much each department has spent on turn out gear over the past 10-15 years. He wanted to know how many people were on the rosters they are trying to outfit, responses to calls, etc.

Paul Tillman asked Chief Dauphin if he has requested equipment and not gotten it?

Vote – Unanimous

9.) Town Manager Report - Website Update, FY22 Budget, Water District, Open Items Requiring Resolution.

Brandon W. Gulnick
Town Manager

November 2, 2020

Weathersfield Select Board
5159 US Route 5
Ascutney, VT 05030

Re: Town Manager's Report

Dear Select Board Members & Weathersfield Residents:

The following will keep you up to date on various topics.

Website Redesign

We are in Phase 3/6 (Site Implementation) of our Website Project. As you know, we earmarked \$5,000 in the Local Government Expense Reimbursement Grant to transform our website in response to the COVID-19 State of Emergency. During Spring 2020 (first stages of the State of Emergency) our administration quickly shifted to a Temporary Website to enhance access to information for Weathersfield residents.

At this stage in the project, I have signed off on the design, which can be found at <https://www.vts.net/mockups/files/weathersfield-vt-mock-v1>.

Here is the mockup of a generic department page. This mockup shows how the look and feel and colors from the home page will come through to the subpages. At this time, we are not focusing on any specific content. The generic mockup is a typical example. In the next phase, we will work with an Implementation Consultant to make decisions on what content will show in detail. Right now, we are just agreeing to a general look and feel.

This design can be found here: <https://www.vt-s.net/mockups/files/weathersfield-vt-mock-v1-dept>.

FY22 Budget We are prepared to move into Budget Discussions with the Select Board on November 16, 2020.

10.) Town Manager Vacation Agreement (Waive Policy & Authorize Chair to Sign Agreement)

AMENDMENT TO EMPLOYMENT AGREEMENT AMENDMENT NUMBER: 03

BETWEEN

TOWN OF WEATHERSFIELD ("Employer")
And
BRANDON GULNICK ("Employee")

BACKGROUND The Parties have entered into an employment agreement dated January 7, 2020 as amended by Amendment 1 dated January 28, 2020, Amendment 2 dated April 7, 2020, and Amendment 3 dated November 2, 2020 ("Contract"). As of November 2, 2020, the Employee has 147.5 hours of vacation remaining.

THE PARTIES AGREE AS FOLLOWS:

1. The background is part of the contract.
2. The Employer & Employee Agree as follows:
 - a. The Employee was unable to take vacation this year due to COVID-19.
 - b. The Employer Agrees to Pay 1 Week of Vacation to the Employee on the 11/2/20 Warrant.
 - c. The Employer Agrees to roll over 20 hours of vacation to 2021.
 - d. The Employee Agrees to take, at a minimum, one (1) week of vacation prior to the end of 2020.

e. The Employee Agrees to waive the remaining 47.5 hours of vacation / whatever vacation is remaining on 12/31/20.

3. This contract shall be effective on November 2, 2020.

4. Except as amended in this Contract, and Amendment 01 & 02, the Contract shall continue to be in full effect.

Michael Todd made a motion to accept the agreement as written to waive the policy.

Paul Tillman – 2nd

No Discussion

Vote – unanimous

11.) Transfer Station Joint Committee Update –

Paul Tillman and Brandon Gulnick, Town Manager met and are now ready to move into discussion with surrounding Towns regarding the Transfer Station.

Michael Todd made a motion to table the following for a future meeting:

#12 – Transfer Station Permit Sticker Policy – 2nd Reading

#13 – Highway Access Policy – 1st Reading

#14 – Land Use Administrator Fees

#15 – Appointments

- a. Budget Committee
- b. Connecticut River Joint Commission
- c. CRJC Mt. Ascutney Subcommittee
- d. Fence Viewer
- e. Parks and Recreation Commission
- f. Selectman Representative to the School Board
- g. Southern Windsor County Transportation Advisory Committee
- h. Southern Windsor/Windham Counties Solid Waste Management District
- i. Tree Warden
- j. Veteran's Memorial Committee

Paul Tillman – 2nd

No discussion

Vote – Unanimous

16.) Approve Warrants

John Arrison made a motion to approve the warrants for November 2, 2020 as follows:

General Funds	Operating Expenses \$42,915.93 Payroll \$15,769.60
Highway Fund	Operating Expenses \$18,699.58 Payroll \$7,100.06

Solid Waste Management Fund	Operating Expenses \$6,652.35 Payroll \$1,539.22
Library	Operating Expenses \$0.00 Payroll \$1,907.60
Grants	Operating Expenses \$0.00
Special Revenue	Operating Expenses \$0.00
Reserves	\$0.00
Long Term Debt	\$0.00
Grand Totals	Operating Expenses \$72,267.86 Payroll \$26,316.48

Joey Jarvis - 2nd
No Discussion
Vote - Unanimous

17.) Any other business

18.) Adjourn

Michael Todd made motion to adjourn the meeting at 10:09 pm
Paul Tillman – 2nd
No discussion
Vote – unanimous

Respectfully,
Chauncie Tillman
Alt. Recording Secretary



Town of Weathersfield

5259 US ROUTE 5 | P.O. BOX 550 | WEATHERSFIELD, VT 05030 | P (802) 674-2626 | F (802) 674-2117

Brandon W. Gulnick
Town Manager

November 16, 2020

Weathersfield Select Board
5159 US Route 5
Ascutney, VT 05030

Re: Zero Based Budgeting – The Future of Budgeting & Finance in Weathersfield

Dear Select Board Members & Weathersfield Residents:

Our Administration moved forward with a new approach to Budgeting & Finance. Mr. Chilcott will be working with us to transition to Zero Based Budgeting in Weathersfield.

Words from Mr. Chilcott:

“Best practice would push any organization to make their budget reflects their strategy. This is a critical success path of any zero-based budgeting approach. It is quite difficult to justify service levels, staffing models, and community needs if the organization has not already coalesced around a singular strategic objective.”

“I have over 30 years of experience in this area of budgeting and I have built teams and taught them how to implement strategy based or zero-based budgeting processes. I have successfully done this in fortune 100 organizations, top tier strategy consulting organizations, health care, and government organizations.”

“This is very iterative approach and one that relies as much on a strong communications program as it does on a financially sound analytical basis.”

Mr. Chilcott will be:

1. Coaching and guiding the current town manager in the areas of municipal and best practice budgeting
2. Co creation of schedules, budgeting artifacts and communication to be used in the current and future budget cycles.
3. Recommendations on best practice approaches and a future financial operating model that can implemented by the town
4. Final Budget presentation to the board of selectman co created with the town manager.

It is assumed the budgeting process will require work from late November 2020 through December 2020, with a targeted final presentation in March of 2021 to the Board of Selectman in an open and public meeting.

Final work product will be both this final presentation, as well as a documented process to be followed in future years. This work product will be co-created with the Town Manager and the Consultant on behalf of the town.

Engagement and Timeline

This engagement, to be successful and bring the maximum value to the Town, will require upfront work in developing a process, a set of regular analytics and intra fiscal year financial reporting, review time to be sure nothing has been missed and questions are clearly vetted and reviewed, developing an understanding of the strategy and communicating that strategy to department heads and budget owners. In this engagement I will also place an emphasis on communications, timeline, project planning, and creation of budgeting tools and financial reporting templates. Reporting templates will include budget to actual variance analysis, trend analysis, and business analytics. Financial Reporting will be established to cascade data and information to a non-finance professional and will be created in PowerPoint. I believe strongly that this is a needed practice in local government and can bring both better fiscal understanding of town leaders and residents.

Attachment A – Mr. Chilcott's One Pager

Patrick Chilcott

Executive with extensive experience creating high performing teams



Patrick Chilcott
CFO
pmchilcott13@gmail.com
+1 781.234.8609

Professional Background

Patrick is a results focused, process driven executive manager whose capability spans almost 30 years. He specializes in end to end corporate finance, digital transformation, and real estate. He has vast expertise in balance sheet and P&L management, budgeting and financial analysis, organizational transformation, and deep business strategy capabilities. He has worked cross industry in strategy and technology consulting. Including healthcare, behavioral health, banking, manufacturing, and consumer products. Patrick has deep international experience, having managed teams in the United States, EMEA and APJ. He has managed M&A teams, and built shared services organizations..

Functional Expertise

Industry Expertise

- Financial Analysis/Budgeting
 - Accounting
 - Business Strategy/Transformation
 - Capital Planning
 - Change Management
 - Order to Cash
 - Program and Project Mgt
 - Real Estate Strategy
 - Digital Transformation
- Financial Services
 - Banking
 - Retail/Consumer Product
 - Travel
 - Public Service
 - Manufacturing
 - Technology
 - Health Care
 - Behavioral Health
 - Professional Services

Selected Experiences

- Global Technology Manufacturer** – Led the finance team of a 160m education services division. Required to perform an operating model overhaul upon hire, and offer both finance and business strategy related guidance. Implemented a vendor strategy, order to cash strategy and cost containment program improve operating leverage.
- State Government** – Program and project management for the design and implementation of an integrated facility management operating model supporting ~6,400 facilities and 80mm sq./ft . Redefining real estate portfolio, culture, governance, standards, service delivery, and technology to support desired transformation to shared services across the portfolio, while increasing customer satisfaction. Required the rebuilding of the finance organization and finance process reengineering to coincide with organizational need and strategy.
- Global Manufacturer**– Led a global team in a global business and real estate strategy effort for a Scandinavian based manufacturer that required significant process reengineering, budgeting and financial reporting changes, and significant business and labor consolidation activities. Required understanding of workers councils in EMEA and APJ theaters, as well as an understanding of US GAAP and IFRS requirements.
- Global Financial Services** – Program and finance departmental management for a Division of a Fortune 100 financial services organization. Redesigned global financial reporting systems, performance metrics and dash boarding capabilities. Development of financial consolidation, budgeting and outsourcing strategies. Developed and implemented cost containment initiatives showing substantial annual savings. Transformation program involved work in North America, Europe and Asia. Oversight of IWMS implementations.
- Global Technology/Financial Services** – Program lead for the transformation of financial shared services. Created standardization across all back office finance organizations including the integration of AP, GL, Fixed Assets, Procurement and Corporate Real Estate utilizing PeopleSoft Financials. Developed standardized process flows, operating capabilities, and communication tools.
- Behavioral Health Non Profit Executive** – Transformed the Finance, Technology and Insurance Billing and Contracts teams of a 100M USD behavioral healthcare organization. Moved the organization to a data driven decision making body, while enhancing executive management capabilities, board reporting, and forecasting tools.



Town of Weathersfield

5259 US ROUTE 5 | P.O. BOX 550 | WEATHERSFIELD, VT 05030 | P (802) 674-2626 | F (802) 674-2117

Brandon W. Gulnick
Town Manager

November 16, 2020

Select Board
5259 US Route 5
Ascutney, VT 05030

Re: Town of Weathersfield YTD Finance Report

Dear Select Board and Weathersfield Residents

The following is a snapshot of Finance in the Town of Weathersfield between 7/1/20 – 10/31/20:

General Fund Revenue is at 33%.

Admin Budget

- Revenue is at 26%
- Personnel is at 30%
- Expenses are at 38%
- Electricity is high (45% of budget to date).
- Our County Courthouse Bond payment was budgeted for \$7,900, however, the bill came in at 9,022 contributing to the line going over budget by 14%.
- Website development is over budget by 43%. We have submitted reimbursement for this expense under the LGER grant.
- Water District salaries are at 51% to date. The Water Director increased the salary expectation from the Water District to the Town during the District's Annual Meeting.
- The GF-HR/Admin-Wages are at 43%. Both the Principal Clerk and Assistant to the Town Manager are coded to this line. This line will be broken out in the FY22 Budget. However, since a reorganization took place mid-year, we did not break out this line. The Finance Director role that was eliminated as a result of the reorganization is coded to the Finance Department. We will see a decrease in personnel expenses under that budget and an increase under the Admin budget.

Listers Budget

- Revenue is at 0%
- Personnel is at 34%.
- Expenses are at 50%.
- The Listers restructured.

Land Use Budget

- Revenue is at 40%
- Expenses is at 33%
- Administrative Officer expense is at 39% of budget causing our Administration to cut the Officers hours down to 22 hours per week.

Police Department

- Revenue is at 60%.
- Expenses are at 33%.
- Dues & Memberships are at 178% of budget (\$230 over).
- Tuition & Training is at 53%.
- Police Retirement is at 44%.
- Corps of Engineers is at 86%, but this is a wash between revenue & expenses.

Town Clerk

- Revenue is at 90%.
- Expenses are at 26%. Expenses are low because the Assistant Town Clerk line was budgeted for \$20,153, however, the Assistant Town Clerk resigned and has not been replaced. Therefore, this line is only coming in at 13%.

Finance

- This department does not generate any revenue.
- Expenses for this department are at 37%.
- The Executive Assistant to Finance will fall under this line in FY22.

Library

- Revenue is at 0%.
- Expenses are at 28.72%.
- Dues are at 165.53% (\$157 over)
- Building maintenance is at 98.06%.
- Computers are at 75.27%.

Highway

- Revenue is at 80%
- Expenses are at 26.92%.
- Culverts is at 90.13%.
- Chloride is at 41.39%.
- Highway Well water is at 449.46%.
- Internet services is at 318%.
- Workers Compensation is at 58.45%.

Solid Waste

- Revenue is at 58.29%. Readings appropriation will be booked in Spring 2021. West Windsor Permit sticker revenue is at 230%. Solid Waste duplicates are at 2359.59%. West Windsor punch tickets are at 91.53%.
- Expenses are at 28%.
- Retirement is at 44%.
- Workers Compensation is at 50%.

If you have any questions or concerns, please do not hesitate to contact me.

Respectfully,

Attachments:

FY21 Budget to Actual YTD

Brandon Gulnick
Town Manager



TOWN OF WEATHERSFIELD

LAND USE ADMINISTRATOR'S OFFICE

(802) 674-2626

P.O. BOX 550 ASCUTNEY, VT 05030

landuse@weathersfield.org

MEMORANDUM

TO: Brandon Gulnick, Town Manager
FROM: Chris Whidden, Esq., Land Use Administrator
Date: 10/13/2020
RE: Zoning Fee Schedule Updates

Last night, at the Planning Commission's regular meeting (10/12/2020), the Commission discussed increasing the zoning fee schedule, as laid out in the attached proposal. The fees have not been updated since 2011. It was unanimously voted to move these amendments/updates to Selectboard for final approval.

For these reasons, I humbly request the Selectboard approve the attached proposal for a new zoning fee schedule.

Please let me know if I can be of any further assistance in this matter or if you have any questions or concerns. As always, my office is open for a collaborative effort to achieve the goals in the best interest of the Town.

Sincerely,



Chris Whidden, Esq.
Land Use Administrator



TOWN OF WEATHERSFIELD

LAND USE ADMINISTRATOR'S OFFICE

(802) 674-2626

P.O. BOX 550 ASCUTNEY, VT 05030

landuse@weathersfield.org

MEMORANDUM

To: Weathersfield Planning Commission
From: Chris Whidden, Land Use Administrator
Date: 9/23/2020
Re: Zoning Fees

I have reviewed the current zoning permit fees (see attached) that were adopted by the Selectboard in 2011. Since then, there has been no update to the zoning fees. After conducting research into other towns' fee structures, it is apparent that Weathersfield's fee schedule is out of date and needs to be amended. There is a lot of money that the town is currently not making compared to other towns, there have been several buildings constructed that were permitted "after the fact", and the cost of administration of the Bylaws is greater than the income generated from these applications. For these reasons, I humbly request this honorable Commission to consider and approve the attached proposed fee schedule for Selectboard consideration and approval.

Respectfully Submitted,



Chris Whidden, Esq.
Land Use Administrator
Parks and Recreation Commission

Current Fees

ZONING PERMIT FEES

(adopted by Select Board 4/5/2011)

	BASE FEE	ADDITIONAL FEE	RECORDING FEE
Administrative Permits			
Permitted Accessory Uses	\$30	\$0.05 per sq. ft. new construction	✓
Permitted Principal Uses	\$100	\$0.05 per sq. ft. new construction	✓
Certificate of Occupancy	\$40		✓
Permit Amendments	***	\$0.05 per sq. ft. new construction	✓
Permit Renewal	\$30		✓
Property line adjustment	\$40		✓
Zoning Board of Adjustment			
Conditional Uses (all) including: - storage of flammable liquids & gases (7.16) - enlargement, alteration, change, of extension of time of nonconforming uses (6.4.1)	\$200	\$0.05 per sq. ft. new construction	✓
"Other Use" Determination	\$200		✓
Variance hearing	\$200		✓
Appeal, Permittee	Free		✓
Appeal, interested party	\$95		✓
Flood Hazard Review	\$200		✓
Site Plan Review	\$170		✓
Site Plan Amendment	\$100		✓
Planning Commission			
Sketch Plan Review	\$100		
Preliminary Plat Review	\$100		
Final Plat Review	\$100	\$50 per lot	✓
Access approval	\$75		✓
Misc.			
Municipal Permits	Free		✓

Renewal Energy Structures	Free		✓
Late Fees	✖		
Driveway Permit	\$30		
Publications			
Town Plan	\$8		
Subdivision Regulations	\$4		
Zoning Bylaws	\$6		

*** Same as original base price

✖ Double all applicable fees

✓ Recording fee as set by VT statutes and the Weathersfield Town Clerk

TOTAL PERMIT FEE = BASE FEE + ADDITIONAL FEE + RECORDING FEE



TOWN OF WEATHERSFIELD

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PROPOSED FEE SCHEDULE

LAND USE ADMINISTRATOR

Permitted Accessory Use - \$45.00 + \$0.05 per square foot new construction
Permitted Principle Use - \$150.00 + \$0.05 per square foot new construction
Certificate of Occupancy - \$65
Certificate of Conformance - \$65
Permit Amendments - \$15 + \$0.05 per square foot
Permit Renewal - \$45
Property Line Adjustment - \$55
"After the Fact" Permits - \$250.00 + \$0.05 per square foot new construction

ZONING BOARD OF ADJUSTMENTS

Conditional Use - \$250 + \$0.05 per square foot
"Other Use" determination - \$250
Variance Hearing - \$250
Permitee Appeal - Free
Interested Party Appeal - \$125
Flood Hazard Review - \$250
Site Plan Review - \$200
Site Plan Amendment - \$125

PLANNING COMMISSION

Sketch Plan Review - \$150
Preliminary Plat Review - \$150
Final Plat Review - \$150 + \$75.00/proposed lot
Access Approval - \$100

MISC.

Municipal Permits - Free
Renewable Energy Structures - Free
Driveway Permit - \$45.00

PUBLICATIONS

Town Plan 0 - \$15
Subdivision Regulation - \$15
Zoning Bylaws - \$15

Def
in VT?

**TOWN OF BRANDON
49 CENTER STREET
BRANDON, VT 05733
(802) 247-3635 EXT. 202**

**LAND USE
APPLICATIONS & FEES**

Subdivision 0-3 lots	\$75.00 per lot
4+	\$100.00 per lot
Boundary Line Adjustment	\$150.00
Construction, alteration, reconstruction, relocation, conversion, structural alteration, relocation, or enlargement of any building or structure	\$110.00 commercial \$100.00 residential \$68.00 addition
Mining, excavation operations, or removal of topsoil or gravel in excess 14 CubicYards	\$100.00
Home occupation	\$68.00
Private swimming pools -- in-ground	\$48.00
Fences (more than 6'1")	\$48.00
Accessory Structures	\$68.00
Substantial change in the nature or intensity of the current use building, structure or land	\$68.00
Interior renovations to residential structures that increase the number of dwellings or bedrooms	\$68.00
Interior renovations to non-residential primary structure done in contemplation of a change of Use or change in intensity of use	\$68.00
Razing any structure (over 500 square feet or any structure in the Central Business District)	\$48.00
Signage	\$68.00
*Development in Fluvial Erosion Hazard and Special Flood Hazard Areas	\$68.00
Certificate of Occupancy (Hazard Areas only)	\$68.00
*A Conditional Use may be required for all development in Flood Hazard Areas and necessary permits from State or Federal Agencies have must be submitted.	

**DEVELOPMENT REVIEW BOARD
HEARINGS & FEES**

Appeals (Refund if Approved)	\$250.00
Variance	\$250.00
Conditional Use	\$250.00
Waiver	\$250.00
Act 250 Local Hearing	\$250.00

PUBLIC WORKS

APPLICATIONS & FEES

Access/driveway review	\$60.00
Access/driveway deposit*	\$300.00
Excavation/review	\$60.00
Excavation/refund deposit *	\$300.00
Resurfacing bid price*	varies
Sewer Review	\$60.00
Sewer Tap/refundable deposit*	\$250.00
Sewer Capacity/per gallon *	\$2.79

- ☐ Application fees include a fee of \$10.00 a page to record permits in the Land Records.
- ☐ Application fees are not refundable if a permit is withdrawn or denied.
- ☐ Proof of Federal Non-Profit status must be provided for exemption of application fees.
- ☐ Applications marked * are not exempt from payment of fees.
- ☐ *Fee is doubled for "after the fact" permits*

Please Note:

For information concerning public works permits please call:
the Brandon Public Works Director at 802-247-3635 ext. 211
For information concerning municipal water permits please call:
the Brandon Fire District #1 at 802-247-3311
For information about State permits please call:
the Vermont Department of Environmental Conservation at 802-282-6488
the Vermont Department of Labor & Industry at 802-786-5867
the Regional Act 250 Review Board at 802-786-5923
the Vermont Division of Fire & Safety 888-786-5872 (Rutland Office)

VILLAGE OF LUDLOW, VERMONT

PERMIT FEE SCHEDULE

ADMINISTRATIVE PERMITS

Residences	\$150.00 per unit plus \$0.05 per sq. ft.
Motels, Hotels, Inns, etc.	\$100.00 per rental unit, plus \$0.05 per sq. ft.
Commercial Structures	\$200.00 per unit, plus \$0.05 per sq. ft.
Industrial Structures	\$200.00 per unit, plus \$0.05 per sq. ft.
Additions/Alterations to Existing Residential Structures	\$50.00 plus \$0.05 per sq. ft. added
Additions/Alterations to Existing Commercial Structures	\$100.00 plus \$0.05 per sq. ft. added
Detached Accessory Buildings	\$50.00 plus \$0.05 per sq. ft. added
Minor Accessory Buildings	\$50.00 plus \$0.05 per sq. ft. added
Lot Line Adjustments	\$100.00
Access Permits	\$25.00
Sign Permits	\$25.00
Certificates of Occupancy	\$35.00
Recording Fees	\$10.00
Home Occupations	\$100.00
Investigation Surcharge	\$75.00
Bianchi Fees	\$35.00

PUBLIC HEARINGS

Appeals	\$150.00
Conditional Use Permits and Amendments	\$300.00
Planned Residential Developments	\$600.00
Subdivision Permits	\$600.00 plus \$150.00 per lot
Variances	\$300.00
Local Act 250 Review	\$300.00
Recording Fees [surcharge to each permit]	\$10.00 per page
Access Approvals	\$50.00

Land Use & Development Application

Town of Manchester, Department of Planning & Zoning
6039 Main Street, Manchester Center, VT 05255

Phone (802) 362-1313 ext. 3 Fax (802) 362-1314

www.manchester-vt.gov

j.hurley@manchester-vt.gov



MANCHESTER VERMONT
So Close So Vermont

Applicant		
Name:		
Mailing Address:		
City:	State:	ZIP Code:
Phone:	E-mail:	
Signature:		Date:
Landowner		
Name:		
Mailing Address:		
City:	State:	ZIP Code:
Phone:	E-mail:	
Signature:		Date:
Project Location		
Street Address:		Acreage:
Tax Map ID:	Parcel ID:	
Zoning District: <input type="checkbox"/> DN <input type="checkbox"/> TC <input type="checkbox"/> MU1 <input type="checkbox"/> MU2 <input type="checkbox"/> MU3 <input type="checkbox"/> OI <input type="checkbox"/> R10 <input type="checkbox"/> R4 <input type="checkbox"/> R1 <input type="checkbox"/> RR <input type="checkbox"/> RA <input type="checkbox"/> FC (Check All That Apply & Consult with AO)		
Overlay Districts: <input type="checkbox"/> FHO <input type="checkbox"/> APO <input type="checkbox"/> DRO (Check All That Apply & Consult with AO)		
Project Description		
Describe the Project:		Estimated Construction Costs:
Existing Use: <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Agriculture <input type="checkbox"/> Forestry <input type="checkbox"/> Recreation <input type="checkbox"/> Other		
Proposed Use: <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Agriculture <input type="checkbox"/> Forestry <input type="checkbox"/> Recreation <input type="checkbox"/> Other		
Type of Application: <input type="checkbox"/> New Construction <input type="checkbox"/> Site Plan <input type="checkbox"/> Conditional Use <input type="checkbox"/> Design Review <input type="checkbox"/> Change of Use <input type="checkbox"/> Sign <input type="checkbox"/> CHO <input type="checkbox"/> Accessory Apartment <input type="checkbox"/> Appeal to DRB <input type="checkbox"/> Waiver/Variance <input type="checkbox"/> Accessory Structure <input type="checkbox"/> Temporary Structure <input type="checkbox"/> BLA <input type="checkbox"/> Subdivision <input type="checkbox"/> Permit Amendment <input type="checkbox"/> Permit Extension <input type="checkbox"/> CC <input type="checkbox"/> Other (Check All That Apply & Consult with AO)		
For AO Use		
Project #:	Fee Received:	Date Received:
AAG Review Date:	Date Warned:	
DAC Review Date:	DRB Hearing Date:	

See Reverse for Fee Schedule & Submission Requirements

Planning & Zoning Fee Calculation Table (Consult with AO)			After-the-fact Permit Fee is Double the Total.
Project Type	Fee		All Fees Include Applicable Recording Fees
Major Project Hearing	\$350		Minimum Permit Fee for New Residential Construction is \$75.
DRB Hearing	\$175		APPLICATIONS FOR ANY LAND USE OR DEVELOPMENT OTHER THAN SINGLE-FAMILY RESIDENTIAL MUST BE ACCOMPANIED BY A SITE PLAN IN COMPLIANCE WITH SECTION 4.3 OF THE MANCHESTER LAND USE & DEVELOPMENT ORDINANCE.
Administrative Permit with Design Review	\$100		
Administrative Permit	\$75		
Sign Permit with Design Review	\$100		
Administrative Sign Permit (perm./temp.)	\$75/\$25		
Boundary Line Adjustment	\$150		
Minor Subdivision	\$250/lot		
Major Subdivision	\$500/lot		
Administrative Opinion	\$100		
Administrative Permit Extension	\$25		
Permit Extension Requiring DRB Hearing	\$175		APPLICATIONS FOR SIGNS MUST INCLUDE COLOR, DIMENSIONED RENDERINGS OF ALL PROPOSED SIGNS, WITH AN INDICATION OF PROPOSED LOCATIONS AND DISTANCE TO THE GROUND FROM THE EXTENT OF ALL SIGNS.
Administrative Permit Amendment	\$50		
Permit Amendment Requiring DRB Hearing	\$175		
Appeal of Administrative Officer's Decision	\$175		
Certificate of Compliance (complex/simple)	\$50/\$20		
Zoning Compliance Notice	\$10		
New Commercial Construction	\$0.25/SF		
New Residential Construction >2,500 SF	\$0.15/SF		
New Residential Construction <2,500 SF	\$0.10/SF		
Custom Map - Basic	\$10		
Custom Map - Complex	\$75		APPLICATIONS REQUIRING DESIGN REVIEW MUST MEET THE REQUIREMENTS OF SECTION 5.4 OF THE MANCHESTER LAND USE & DEVELOPMENT ORDINANCE.
Total:			
Consolidated review will occur unless applicant requests otherwise. For consolidated review, apply only the highest fee as listed above.			

ABBREVIATIONS:

DRB – Development Review Board
 DAC – Design Advisory Committee
 AAG – Administrative Advisory Group
 CHO – Customary Home Occupation
 BLA – Boundary Line Adjustment
 AO – Administrative Officer/Zoning Administrator
 CC – Certificate of Compliance

OVERLAY DISTRICTS:

FHO – Flood Hazard Overlay
 APO – Aquifer Protection Overlay
 DRO – Design Review Overlay

BASIC DISTRICTS:

DN – Downtown
 TC – Town Center
 MU1 – Mixed Use 1
 MU2 – Mixed Use 2
 MU3 – Mixed Use 3
 OI – Office Industrial
 R10- Residential 10
 R4 – Residential 4
 R1 – Residential 1
 RR – Rural Residential
 RA – Rural Agricultural
 FC – Forest Conservation

TOWN of MILTON, VT | PLANNING FEE SCHEDULE

If you have any questions, call (802)893-1186 or visit us in the Milton Municipal Complex at 43 Bombardier Road, Milton, VT 05468.

We're here to assist you through the permitting process so you can develop your property according to Milton's Town Plan and regulations. ♦ If you have questions, or need help completing any form, please contact us! ♦ Please read this form closely take advantage of cost saving incentives and avoid penalties. ♦ Fees are subject to change and payable by cash, check, credit/debit card (3% surcharge), or e-check (\$1.50 surcharge).

HOW TO OPEN & CLOSE A ZONING PERMIT

- ☐ You submit a complete application and pay fee.
- ☐ We review the permit; compliant permits are approved and non-compliant permits are denied with an explanation.
- ☐ We mail you the permit decision, poster, and record a notice in the land records.
- ☐ You notify your neighbors by posting the red "P" poster where it will be visible from the nearest public right-of-way.
- ☐ Approved permits take effect after the 15-day appeal filing period has expired.
- ☐ You can now begin your project!
- ☐ If you change your project, you must amend the permit to update the plans.
- ☐ If you need more than one year to complete the project, you must renew the permit to keep it valid.
- ☐ When the project is finished, you must submit a Certificate of Compliance/Occupancy application to close your permit. **(SAVE MONEY: Applications submitted prior to the expiration of the zoning permit have a reduced fee!)**
- ☐ Compliant projects are inspected and approved; non-compliant projects must be denied with an explanation.
- ☐ We mail you the Certificate and record a notice in the land records

EXPEDITED SERVICES

- ✓ *Expedited review is available upon request and when possible.*
 - ✓ *You must indicate on the application form that you are requesting this service.*
 - ✓ *The surcharge payment is due at the time of filing and will be refunded if the deadline is not met.*
- | | |
|--|--------------------------------|
| Expedited Zoning Permit Service (5 Business Days ¹)..... | \$75 surcharge added to total |
| Expedited Certificate of Compliance (3 Business Days ¹)..... | \$200 surcharge added to total |
| Expedited Certificate of Compliance (5 Business Days ¹)..... | \$75 surcharge added to total |

1. Business days are the days the Town is open for business and will be calculated on a 24-hour basis. Example: If the application is filed and paid on Friday at 3:00 p.m., a 3-day expedited permit will be issued by Wednesday at 3:00 p.m.

ZONING PERMITS

- ✓ *Payment is due at the time of filing.*
- ✓ *Where multiple permit types apply to a single application, the higher fee applies.*
- ✓ *Applications will not be considered complete or filed without payment of required fees.*
- ✓ *All Zoning Permits are subject to an additional \$10 recording fee.*
- ✓ *Applications withdrawn prior to issuance of the permit and applications deemed not to require a permit will receive a full refund.*
- ✓ *The Zoning Administrator must act on the application within 30 days of your permit application filing.*
- ✓ *Applicants will be mailed a copy of the permit/decision.*
- ✓ *Denied applications are eligible for credit for a corrective permit if submitted within 30 days of the denial; the credit does not apply to the \$10 recording fee.*
- ✓ *Applications for after-the-fact development or applications to correct a formal violation are subject to a surcharge penalty (See Penalties section below).*

Planning Division Fee Schedule

✓ All Zoning Permits require a Certificate of Occupancy/Compliance prior to use or occupancy.

PERMIT TYPE	PERMIT FEE
Residential Dwelling Unit.....	\$250 per new unit +0.10 per new sq. ft. ¹
Residential Alteration/ Accessory Structure ^{2&6}	\$41
Residential Permit Amendment ^{2, 4 & 6}	\$16
Non-Residential Unit.....	\$250 per new unit ⁷ +0.20 per new sq. ft. ¹
Non-Residential Alteration/ Accessory Structure ^{2 & 6}	\$51
Non-Residential Permit Amendment ^{2 & 4}	\$21 ⁶
Mixed-Use Development ³	hybrid, see note #3
One-Time, One-Year Permit Renewal ⁴	\$11
Alteration: Change of Use Only ⁵	\$21
Alteration: Demolition/Removal Only.....	\$16
Sign: Business/Subdivision/Directory.....	\$5
Sign: Advertising.....	\$5
Sign: Home Occupation.....	\$5
Sign: Special Business Event.....	\$5
Sign: Civic Event.....	\$5

1. Square footage refers to the gross floor area defined as the sum, in square feet, of the total horizontal areas of all floors of a principal structure or building and shall include all storage and utility areas, basements, attics, and mezzanines (finished & unfinished). It shall not include square footage for decks, sheds, garages, accessory structures, or unenclosed decks or porches.
2. Does not apply to any application proposing additional units; new residential/non-residential fee applies.
3. Within a mixed-use building or site, applicable residential fees apply to units and gross floor area dedicated to residential use and applicable non-residential fees apply to units and gross floor area dedicated to non-residential use.
4. Amendments and renewals must be submitted prior to the expiration of the permit. Renewals are valid for one-year from date of approval for the identical project. Amendments expire with the date of the original permit, but are eligible for renewal. If the Zoning Administrator determines that the scope of a residential amendment is a major, substantive change to the original proposal, s/he may require a new permit.
5. Applies to changes of use when no site or structural changes subject to permitting are proposed on the site.
6. Alterations and amendments that add new square footage to the existing or proposed principal building or structure shall be charged \$0.10 per new square foot for residential permits, and \$0.20 for non-residential permits.
7. Applies to each owned, leasable, or leased unit (self-storage units exempt).

IMPACT FEES

- ✓ Impact fees are assessed for new dwelling units according to the Impact Fee Ordinance to fund capital improvements identified in and established by the Town's Capital Improvement Plan.
- ✓ Accessory apartments are exempt from Impact Fees.

FEE TYPE	FEE AMOUNT
FY17 Impact Fee.....	\$4,392 per dwelling unit
FY17 Reduced Impact Fee (elderly housing units & one-bedroom units).....	\$3,294 per dwelling unit

CERTIFICATE OF COMPLIANCE/OCCUPANCY & INSPECTIONS

- ✓ Remember to check your permit to verify that you have completed the work as approved prior to submitting your Certificate application. If the work doesn't match the permit, you must amend your permit, otherwise the Certificate will be denied. Development that is used or occupied prior to certification is a violation and subject to enforcement if not cured.
- ✓ Payment is due at the time of filing.
- ✓ Where multiple permit types apply to a single application, the higher fee shall apply.
- ✓ Payment is non-refundable; failed inspections are not eligible for refund or credit.
- ✓ Applications will not be considered complete or filed without payment of required fees.

Planning Division Fee Schedule

- ✓ When Impact Fees apply, no Certificate may be issued until a the full impact fee is paid.
- ✓ Applications submitted prior to the expiration of the associated Zoning Permit have a **REDUCED FEE**.
- ✓ The Administrator must inspect and issue a statement of condition within 14 days of the compliance application filing. Your signature grants the Administrator permission to enter your property to inspect the work.
- ✓ Inspection of new residential & new non-residential will be done by appointment.
- ✓ Applicants will be mailed a copy of their Certificate/decision.
- ✓ All Certificates are subject to an additional \$10 recording fee.
- ✓ Applications for after-the-fact use or occupancy (without a Certificate) or applications to correct a formal violation are subject to a surcharge penalty ⁴. (See Penalties section below).

INSPECTION/CERTIFICATE TYPE	REDUCED FEE	FULL FEE
Uses Subject to Development Review	\$36+2.50 per unit	\$58+2.50 per unit
New Residential ¹	\$31	\$50
Other Residential ^{1 & 2}	\$26	\$42
Business Identification /Subdivision/Directory Signs	\$26	\$42
Advertising Sign	\$16	\$26
Home Occupation Signs	\$11	\$18
Special Event Business Signs	\$5	\$8
Civic Event Signs	\$5	\$8
Landscaping Surety Inspection ³	\$25	

Due upon request for inspection to enter or exit warrantee period.

¹. Does not apply to residential uses subject to development review.

². Applies to Accessory Structures, Alterations, and Amendments.

³. Landscape inspections can only be done May 15 through October 15, when foliage is clearly visible.

⁴. After-the-fact penalties shall not apply to corrective Certificates of Compliance/Occupancy applications for which an after-the-fact penalty has already been paid for the associated Zoning Permit, unless the use or occupancy is in violation of the corrective permit.

RESIDENTIAL/COMMERCIAL BUILDING ENERGY STANDARDS

Applicants must determine whether or not their project requires a Residential Building Energy Standards or Commercial Building Energy Standards Certificate. For more information, visit:

http://publicservice.vermont.gov/energy_efficiency.

MILTON HIGHWAY ACCESS, WATER & WASTEWATER PERMITS

Highway access (new driveways/curb cuts), water and sewer connections/change of use require permits from the Town's Department of Public Works. Please call the Department at (802) 893-6030 for assistance.

STATE & FEDERAL PERMITS

State and federal regulations may apply. State law requires that you contact the necessary State agencies and obtain any required State permits before construction may commence. Contact the local Permit Specialist at (802) 241-3273 for assistance. Some local permits can only be issued after required State permits have been approved.

DEVELOPMENT REVIEW FEES

- ✓ To learn about the development review process, please visit: <http://miltonvt.org/government/boards/lrb.html>.
- ✓ Payment is due at the time of filing.
- ✓ Applications will not be considered complete or filed without payment of required fees.
- ✓ All fees are non-refundable.

Planning Division Fee Schedule

- ✓ Multiple applications that can be heard at the same hearing shall receive 50% off the less expensive application(s); this discount shall not apply to variances or appeals.
- ✓ With the exception of Sketch Plans, all development review applications are subject to an additional \$10 recording fee and a \$2 notice fee ¹ per adjoining property owner and application party.
- ✓ Certain applications require publication of a public warning in the newspaper (listed below).
- ✓ Applications for after-the-fact development or applications to correct a formal violation are subject to a surcharge penalty (See Penalties section below).

APPLICATION TYPE	FEE	WARNING
Pre-Application Staff Evaluation and Consultation ²	\$100 (credited to next app. & discount eligibility)	
Site Plan	\$500	n/a
Site Plan Amendment	\$235	n/a
Administrative Site Plan Amendment ³	\$75	n/a
Conditional Use	\$150	\$85
Interim Zoning Conditional Use ⁵	\$200	\$85
Subdivision/PUD Sketch Plan	\$235	n/a
Minor (6 or fewer) Subdivision/Minor PUD Final ³	\$500+50 per lot & unit	\$85
Major (7 or more) Subdivision/Major PUD Preliminary ³⁺⁴	\$500	\$85
Major (7 or more) Subdivision /PUD Final ³	\$500+50 per lot	\$85
Boundary Line Adjustment	\$100+75 per lot involved	\$85
Minor Subdivision/PUD Amendments	\$100+75 per lot, unit & phase amended	\$85
Major Subdivision/ PUD Amendments	\$175+75 per lot, unit & phase amended	\$85
Administrative PUD Amendments ³	\$100	\$85
Variance ³	\$150	\$85
Appeal to DRB ³	\$150	\$85
Monument/Statue Approval ³	\$100	n/a

OTHER DEVELOPMENT REVIEW FEES

Salvage Yard Certificate of Approved Location ³	\$100	\$85
Subdivision Survey Plat Recording Fee		\$15
<i>Due at the time of final plat submission for DRB signature. Fee established by Clerk.</i>		
Plat Recording 90-Day Deadline Extension		\$25
<i>Due upon written request.</i>		
Independent Technical Review Escrow	cost per hour billed from \$500 escrow	
<i>Due upon request by the Appropriate Municipal Panel; unused balance reimbursed.</i>		
Legal Review Escrow	cost per hour billed from \$500 escrow	
<i>Due at the time of final review application filing with draft legal instruments; unused balance reimbursed.</i>		
Revised Final Plan/Plat Staff Review	first review free, each additional review \$50	
	base fee + \$30 per hour for ea. hour over 1.	
<i>Base fee due upon revised plan submission, applicant will be billed for hourly rate, due with Plat submission or Zoning Permit application.</i>		

1. The Planning Act (24 VSA 4464(a)(1)(C)) requires written notification (which this fee funds) to the applicant and to owners of all properties adjoining the property subject to development (with the exception of Sketch Plans), including the owners of properties which would be contiguous to the property subject to development but for the interposition of a highway or other public right-of-way and, in any situation in which a variance is sought regarding setbacks from a State highway, also including written notification to the Secretary of Transportation.

2. Staff will review a complete subdivision sketch/PUD sketch, subdivision/PUD amendment, boundary line adjustment, site plan, and site plan amendment applications for evaluation and present a written, non-binding report as soon as possible (and within 15 business days of submission) to address potential regulatory issues. The cost of review will be credited to the next

Planning Division Fee Schedule

application, and the next application will be eligible for a 25% application fee discount according to the fee calculation table above if ALL identified, non-discretionary regulatory issues are addressed in the application to the satisfaction of staff.

3. Not eligible for pre-application evaluation or discount.

4. If the DRB determines at sketch that preliminary and final review can be reviewed concurrently at sketch, both fees shall be assessed, with a single warning.

5. Interim Zoning applications must be submitted with all associated development review applications to which the use is subject.

PENALTIES FOR AFTER-THE-FACT APPLICATIONS/VIOLATIONS

✓ *After-the-fact means the submission of any application required in this schedule after discovery by the Town of construction, demolition, subdivision, occupation or commencement of use prior to Town approval.*

1. After-the-Fact Applications are subject to **TWO** (2) times the normal fee for each subsequent development review, zoning permit, and certificates of compliance/occupancy application needed to correct the non-compliance.

2. After-the-fact applications for properties for which a formal Zoning Violation has been recorded in the land records are subject to **FOUR** (4) times the normal fee for each and every subsequent development review, zoning permit, and certificate of compliance/occupancy application to correct the violation.

ZONING/SUBDIVISION VIOLATIONS

✓ *Enforcement is conducted according to the Town's Zoning Enforcement Policy and applicable ordinances. Penalty fee established by the Ordinance.*

Zoning.....\$200 per offense, per day

Subdivision.....\$40 per offense, per day

LITTER VIOLATIONS

✓ *Litter Enforcement is conducted according to the Town's Litter Ordinance through a civil ticketing process. Penalty fee established by the Ordinance.*

Litter.....\$500 per day, or waiver fee

RESEARCH & WRITTEN OPINIONS

✓ *File research and jurisdictional opinions are provided at staff's discretion.*

✓ *Payment for one hour is due in advance of services rendered. Payment for hours over one shall be paid prior to issuance of the report.*

✓ **DISCLAIMER:** *The Town's staff does not provide legal advice, conduct title searches, survey land, or resolve boundary disputes. Opinions are not final decisions of the Town and should not be relied upon as definitive statements as the interpretation or application of the land use laws and development regulations.*

File Research and/or Written Staff Opinion.....\$50 base fee +30 for ea. additional hour over 1

PUBLIC RECORD COPIES/REQUESTS

✓ *Formal public records request may be submitted using the Department's record request form. Pursuant to 1VSA316(d), copying fees are established by the Secretary of State's Uniform Schedule of Public Record Charges. Other charges may apply to unique record requests.*

Photocopies of Records (black & white).....\$0.05 per single-sided letter or legal page
\$0.09 per double-sided letter or legal page

Photocopies of Records (color).....\$0.10 per single-side ledger page
\$0.18 per double-side ledger page

Paper Prints of Digital Records.....\$1.00 per side of letter or legal page

Paper Prints of Digital Records.....\$2.00 per side of ledger page
\$0.02 per single-sided letter or legal page

Planning Division Fee Schedule

Plotter Maps.....	\$15 per 3' x 4' map
Duplication Labor.....	\$0.33 per minute after the first 30 minutes
Postage/Shipping.....	at cost (<i>must be paid in advance; contact us for fee</i>)

FEE REDUCTION OR WAIVER

Fees established by this schedule may be reduced or waived due to extenuating circumstances. An applicant requesting such a reduction or waiver shall provide the request in writing to the Director of Planning and Economic Development. The Director shall review such requests and provide a written recommendation for consideration and final determination by the Selectboard at the next available meeting, as determined by the Town Manager. The Director may also initiate such a request.

ADOPTION/AMENDMENT

Pursuant to Vermont Statutes Annotated, Title 24, Chapter 117, Subchapter 9, Section 4440, this schedule is established by Resolution of the Selectboard on March 7, 2016, and effective March 14, 2016. Non-substantive revisions that do not impact a Planning & Zoning fee classification or amount may be made to this schedule administratively without Selectboard approval.

Planning Division Fee Schedule

FEE CALCULATORS

ZONING PERMIT FEE CALCULATOR

Zoning Permit Application Fee	see schedule above	
Zoning Permit Square Footage Fee ¹ (if applicable)	# _____ sq. ft. x \$ _____ =	+
Zoning Permit Unit Fee (if applicable)	# _____ units x \$ _____ =	+
SUBTOTAL		=
Violation Penalty (if applicable)	multiply subtotal by 4	+
After-the-Fact Penalty (if applicable)	multiply subtotal by 2	+
SUBTOTAL		=
Expedited Review Surcharge(s) (if requested)	see schedule above	+
Zoning Permit Recording Fee		+ \$10
TOTAL DUE		=

CERTIFICATE OF COMPLIANCE/OCCUPANCY FEE CALCULATOR

Certificate of Compliance Fee	see schedule above	+
Certificate of Compliance Unit Fee (if applicable)	# _____ units x \$ _____ =	
SUBTOTAL		=
Violation Penalty (if applicable)	multiply subtotal by 4	+
After-the-Fact Penalty (if applicable)	multiply subtotal by 2	+
SUBTOTAL		=
Expedited Review Surcharge(s) (if requested)	see schedule above	+
Impact Fee (if applicable)	\$4,392 (full)/\$3,294 (reduced)	+
Certificate of Compliance Recording Fee		+ \$10
Landscape Surety Inspection Fee (if applicable)	see schedule below	+
TOTAL DUE		=

Planning Division Fee Schedule

DEVELOPMENT REVIEW APPLICATION FEE CALCULATOR

Base Application Fee	see schedule above	
Variable Fee Application (if applicable)	total units ____ x fee ____ = total lots ____ x fee ____ = total phases ____ x fee ____ =	+
Multiple Application Discount (If applicable. Confirm with staff that the applications can be heard concurrently; discount does not apply to Variances or Appeals; multiply each LOWER cost application fee by 0.50.)		
Extra Application 1	total fee ____ x 0.50 =	+
Extra Application 2	total fee ____ x 0.50 =	+
Extra Application 3	total fee ____ x 0.50 =	+
Pre-Application Credit (if applicable)	subtract 100 from total	-
SUBTOTAL		=
Pre-Application Discount (if applicable)	25% from subtotal above	-
SUBTOTAL		=
Violation Penalty (if applicable)	multiply subtotal by 4	+
After-the-Fact Penalty (if applicable)	multiply subtotal by 2	+
SUBTOTAL		=
Decision Recording Fee		+ \$10 (not applicable to Sketch Plans)
Warning Fee (if applicable, see above)	add \$85	+
Adjoiners Notice (if applicable, see above) ¹	total no. ____ multiplied by 2 =	+
Application Party Notice (Include all persons you also wish to receive notice: owners, applicants, and consultants.)	total no. ____ multiplied by 2 =	+
Legal Review Escrow (if applicable)	\$500	+
TOTAL DUE		=

TOWN OF NORWICH - PERMIT FEE SCHEDULE

November 1, 2013

TYPE OF PERMIT	PERMIT FEE	RECORDING FEE ¹
<u>Administrative:</u>		
Residential Structures & Additions ²	\$ 45 + .12/sq. ft.	\$ 10
Small Additions (Under 400 sq. ft.) ²	\$ 15 + .10/sq. ft.	\$ 10
Accessory Structures ³	\$ 25 + .07/sq. ft.	\$ 10
Small Accessory Structures (under 250 sq. ft.) ²	\$ 10 + .05/sq. ft.	\$ 10
Non-Residential Buildings (up to 5000 sq. ft.)	\$ 65 + .17/sq. ft.	\$ 10
Additional area over 5000 sq. ft.	.07/sq. ft.	
Permitted Uses, Ponds, Home Businesses	\$ 55	\$ 10
Development Envelopment Review – Admin.	\$ 55	\$ 10
Boundary Line Adjustments - Annexations	\$ 45 + 10/lot over two	\$ 10
Other Permits: Fences, Signs, Demolitions	\$ 30	\$ 10
<u>Development Review Board Hearings:</u> Fees include newspaper and mailed notices		
Site Plan Review	\$ 250 + .03/sq. ft.	\$ 10
Development Envelopment Review	\$ 200	\$ 10
Conditional Use, Appeals, or Variances	\$ 250	\$ 10
Subdivision - Preliminary Plan Review	\$ 250 + 30/lot	
Additional Warned Hearings – Intermediate or Final Plan Review	\$ 100	\$ 25
Planned Unit Development (PUD)	\$ 275 + 30/unit	\$ 10
Telecommunications Facilities - New Towers	\$ 550	\$ 10
Installed on Existing Structures	\$ 250	\$ 10
<u>Other:</u>		
Amendments & Extensions to admin. permits	50% original fee, max \$100	\$ 10
Permits for development commenced before application submitted and approved	Twice Regular Fee	\$ 10
Highway Access Permits	\$ 30	\$ 10

¹Recording Fees- Fee for recording a Memorandum of Permit in the Town Land Records as required by State law.

²Fees for dwellings based on the area covering the ground including decks, porches and garages; and any additional finished living area not included in the footprint such as a second floor. Unfinished basements, attics, or storage area are not included.

³Fees for accessory buildings are based on ground area covered.

TOWN & VILLAGE OF WATERBURY
FEE STRUCTURE

All fees are non-refundable except when an application is withdrawn prior to any review by the Zoning Administrator or Development Review Board. A withdrawal request must be made in writing. Please make checks payable to the Town of Waterbury. For questions about the fee's or permit process contact the Zoning Administrator at 244-1018.

APPLICATION FEES

NEW CONSTRUCTION

Table with 2 columns: Fee Description and Amount. Rows include Single-Family Dwelling (\$200), Two-Family Dwelling (\$400), Multi-Family Dwelling (\$200 per unit), Commercial / Industrial Building / Addition (\$50 + \$150 per 1,000 sf), Residential Building Addition (\$50 + \$10 per 100 sf), Residential Accessory Structure (garage, shed) (\$50 + \$10 per 100 sf), Accessory Apartment (\$200), Porch / Deck / Fence / Pool / Ramp (\$50), and Development in SFHA (incl. repairs + renovation) (\$50).

USE

Table with 2 columns: Fee Description and Amount. Rows include Establish new use (\$50), Change existing use (\$50), Convert to commercial or industrial use (\$50 + \$150 per 1,000 sf), and Establish home occupation (\$50).

OTHER

Table with 2 columns: Fee Description and Amount. Rows include Land Subdivision (# of Lots: ____), Boundary Line Adjustment (BLA), Planned Unit Development (PUD)(# of Lots: ____), Parking Lot, Soil / sand / gravel / mineral extraction, and Excavation and/or fill in SFHA.

Table with 2 columns: Fee Description and Amount. Rows include SIGN (\$50) and CERTIFICATE OF COMPLETION (SFHA only) (\$50).

REVIEW FEES if you project requires one (or more) of the following applications an additional Development Review Board (DRB) fee applies

Table with 2 columns: Fee Description and Amount. Rows include Conditional Use (incl. Waiver), Site Plan, Variance, Overlay (RHS, DDR, SFHA*), and Subdivision (Subdivision*, BLA*, PUD) (\$100).

*depending on the scope of the project the DRB REVIEW FEE may not apply, contact the ZA for a determination.

RECORDING FEES a one-time Land Record recording fee applies to each projects application packet

Table with 2 columns: Fee Description and Amount. Rows include Permit Recording Fee (\$10) and Final Plat Recording Fee (for Subdivisions) (\$15).

► Application Fee + Review Fee + Recording Fee = \$ TOTAL ZONING PERMIT APPLICATION FEE ◀

ADDITIONAL FEES

Table with 2 columns: Fee Description and Amount. Rows include After-the-fact Zoning Permit Application (if you failed to obtain Zoning approval prior to project commencement the following fee will be added to the Total Zoning Application Fee) (\$100), Appeal of the Zoning Administrators Determination (\$50), and Letter of Compliance (includes Recording Fee) (\$40).



TOWN of WINDSOR

P.O. Box 47 29 Union Street
Windsor, Vermont 05089
Zoning 674 1018

Zoning/ Subdivision Permit Fee Schedule:

effective 07/01/2009 (applic. fees adopted by Select Board 06/27/2007; new recording fees, 07/01/2009)

NOTE: PERMIT FEES SHALL BE DOUBLED FOR DEVELOPMENT COMMENCED BEFORE PERMIT IS ISSUED

Permit type:	Flat fee	Per Sq. Ft. fee (*1)	Recording fee (*2)
Administrative			
Construction	\$25 plus	\$0.10 res./ \$0.15 comm.	\$10
Signs/fence	\$25	n/a	\$10
Home occ. (Sect.3.11(B))	\$25	n/a	\$10
Design review	\$25	n/a (Sect 5.4(C), signs,fence,other)	\$10
Dev. Rev. Board			
Site plan	\$50 plus	\$0.15 (building construction)	\$10
Conditional use	\$100 plus	\$0.15 (incl. site plan rev.)	\$10
Design review (*3)	\$50 plus	\$0.10 res./ \$0.15 comm.	\$10
Flood hazard rev. (*3)	\$50 plus	\$0.10 res./ \$0.15 comm.	\$10
Subdivision	\$100 plus	\$20/lot	\$25 (*4)
PRD/PUD	\$200 plus	\$30/dwelling unit	\$25 (*4)
Variance	\$100	n/a	\$10
Appeals	\$50	n/a	\$10

*1) residential s.f. = extent of construction (footprint s.f.)

commercial s.f. = extent of construction **times** # of floors (total building s.f.)

(*2) most permits are one page, if more than one page, additional fee per page

(*3) if Design or Flood reviews are combined with another DRB hearing, fee may be waived

(*4) Mylar recording fee \$15 per 18" x 24" sheet

Other Town Application Fees:

Wastewater/sewer allocation:	
Single family dwelling unit	\$50
Accessory dwelling unit	\$50 (Sect. 3.1(A), Zoning Regulations)
Multi-family dwelling unit	\$60/ dwelling unit
Commercial	\$150
Water allocation:	
Single family dwelling unit	\$50
Accessory dwelling unit	\$50 (Sect. 3.1(A), Zoning Regulations)
Multi-family dwelling unit	\$60/ dwelling unit
Commercial	\$150
Driveway location	\$50
Wastewater disposal system	State of VT, 802 885 8850



Town of Weathersfield

5259 US ROUTE 5 | P.O. BOX 550 | WEATHERSFIELD, VT 05030 | P (802) 674-2626 | F (802) 674-2117

Brandon W. Gulnick
Town Manager

November 16, 2020

Weathersfield Select Board
5159 US Route 5
Ascutney, VT 05030

Re: 2021 Healthcare

Dear Select Board Members & Weathersfield Residents:

See the following options for Healthcare:

Existing Healthcare 2020

There are currently 2 employees on the MVP Gold Single Plan, 3 employees on the MVP Gold 2 Person Plan, 1 employee on the MVP Gold Adult/Child Plan, 5 Employees on the MVIP Gold Family Plan, 3 employees who opt out, and 12 employees with an HSA. The Town's contribution is currently 90.5% and the Employees contribution is 9.5%.

See Attachment A – Healthcare Finance

The Town currently spends \$239,748.53 on Healthcare under this plan and Employees contribute \$17,818.91. The total cost of Healthcare is \$259,682.85 under this plan.

Healthcare increased by 4.7% for 2021.

Healthcare 2021 – Option 1 – Gold 3 HDHP (With HSA)

In 2021 we will have 3 employees on the MVP Gold Single Plan, 3 employees on the MVP Gold 2 Person Plan, 1 employee on the MVP Gold Adult/Child Plan, 5 employees on the MVIP Gold Family Plan, 3 employees who are opting out, and 12 employees with an HSA (if this plan is selected). Under this option the Town's contribution is 86% and the Employees contribution is 14%.

See Attachment A – Healthcare Finance

See Attachment B – 2021 Plan Sheet

The Town will spend \$247,974.99 on Healthcare under this plan and Employees will contribute \$28,647.09. The total cost of Healthcare is \$276,622.08 under this plan.

Healthcare 2021 – Option 2 – Gold 3 HDHP (Without HSA)

In 2021 we will have 3 employees on the MVP Gold Single Plan, 3 employees on the MVP Gold 2 Person Plan, 1 employee on the MVP Gold Adult/Child Plan, 5 employees on the MVIP Gold Family Plan, 3 employees who are opting out. Under this option the Towns contribution is 94% and the Employees contribution is 6%.

See Attachment A – Healthcare Finance

See Attachment B – 2021 Plan Sheet

The Town will spend \$222,344.76 on Healthcare under this plan and Employees will contribute \$12,277.32. The total cost of Healthcare is \$234,622.08 under this plan.

Healthcare 2021 – Option 3 – Platinum Plan (Without HSA)

In 2021 we will have 3 employees on the MVP Gold Single Plan, 3 employees on the MVP Gold 2 Person Plan, 1 employee on the MVP Gold Adult/Child Plan, 5 employees on the MVIP Gold Family Plan, 3 employees who are opting out. Under this option the Towns contribution is 90.5% and the Employees contribution is 9.5%.

See Attachment A – Healthcare Finance

See Attachment B – 2021 Plan Sheet

The Town will spend \$247,742.62 on Healthcare under this plan and Employees will contribute \$21,534.98. The total cost of Healthcare is \$269,277.60.

Healthcare 2021 – Option 4 – Gold 2 Plan (Without HSA)

In 2021 we will have 3 employees on the MVP Gold Single Plan, 3 employees on the MVP Gold 2 Person Plan, 1 employee on the MVP Gold Adult/Child Plan, 5 employees on the MVIP Gold Family Plan, 3 employees who are opting out. Under this option the Towns contribution is 100% and the Employees contribution is 0%.

See Attachment A – Healthcare Finance

See Attachment B – 2021 Plan Sheet

The Town will spend \$239,571.48 on Healthcare under this plan and Employees will contribute \$0.00. The total cost of Healthcare is \$239,571.48.

Healthcare 2021 – Option 5 – Gold 2 Plan (With HSA)

In 2021 we will have 3 employees on the MVP Gold Single Plan, 3 employees on the MVP Gold 2 Person Plan, 1 employee on the MVP Gold Adult/Child Plan, 5 employees on the MVIP Gold Family Plan, 3 employees who are opting out. Under this option the Towns contribution is 100% and the Employees contribution is 0%.

See Attachment A – Healthcare Finance

See Attachment B – 2021 Plan Sheet

The Town will spend \$252,231.47 on Healthcare under this plan and Employees will contribute \$29,340.01. The total cost of Healthcare under this option is \$281,571.48.

ATTACHMENT A

[HEALTH INSURANCE FIGURES]

CURRENT

2020 Gold 3 HDHP					
Plan	Cost	# of Employees	Employee Contribution	Employer Contribution	Average
MVP Gold Single	\$ 15,643.68	2	\$ 1,486.15	\$ 14,157.53	\$ 7,821.84
MVP Gold - 2 Person	\$ 46,931.04	3	\$ 4,458.45	\$ 42,472.59	\$ 15,643.68
MVP Gold - adult/child-HDHP	\$ 15,096.12	1	\$ 1,434.13	\$ 13,661.99	\$ 15,096.12
MVIP Gold Family-HDHP	\$ 109,896.60	5	\$ 10,440.18	\$ 99,456.42	\$ 21,979.32
OPT Out	\$ 32,115.41	3	\$ -	\$ 30,000.00	\$ 10,705.14
HSA	\$ 40,000.00	12	\$ -	\$ 40,000.00	\$ 3,333.33
Total	\$ 259,682.85	26	\$ 17,818.91	\$ 239,748.53	\$ 9,987.80

NEW

2021 Gold 3 HDHP 14% W/ HSA					
Plan	Cost	# of Employees	Employee Contribution	Employer Contribution	Average
MVP Gold Single	\$ 24,574.32	3	\$ 3,440.40	\$ 21,133.92	\$ 8,191.44
MVP Gold - 2 Person	\$ 49,148.64	3	\$ 6,880.81	\$ 42,267.83	\$ 16,382.88
MVP Gold - adult/child-HDHP	\$ 15,809.52	1	\$ 2,213.33	\$ 13,596.19	\$ 15,809.52
MVIP Gold Family-HDHP	\$ 115,089.60	5	\$ 16,112.54	\$ 98,977.06	\$ 23,017.92
OPT Out	\$ 30,000.00	3	\$ -	\$ 30,000.00	\$ 10,000.00
HSA	\$ 42,000.00	12	\$ -	\$ 42,000.00	\$ 3,500.00
Total	\$ 276,622.08	27	\$ 28,647.09	\$ 247,974.99	\$ 10,245.26

2021 Gold 3 HDHP W/O HSA - 6%					
Plan	Cost	# of Employees	Employee Contribution	Employer Contribution	Average
MVP Gold Single	\$ 24,574.32	3	\$ 1,474.46	\$ 23,099.86	\$ 8,191.44
MVP Gold - 2 Person	\$ 49,148.64	3	\$ 2,948.92	\$ 46,199.72	\$ 16,382.88
MVP Gold - adult/child-HDHP	\$ 15,809.52	1	\$ 948.57	\$ 14,860.95	\$ 15,809.52
MVIP Gold Family-HDHP	\$ 115,089.60	5	\$ 6,905.38	\$ 108,184.22	\$ 23,017.92
OPT Out	\$ 30,000.00	3	\$ -	\$ 30,000.00	\$ 10,000.00
HSA		12	\$ -		\$ -
Total	\$ 234,622.08	27	\$ 12,277.32	\$ 222,344.76	\$ 8,689.71

Platinum Plan 9.5% W/O HSA					
Plan	Cost	# of Employees	Employee Contribution	Employer Contribution	Average
MVP Platinum Single	\$ 28,736.28	3	\$ 2,586.27	\$ 26,150.01	\$ 9,578.76
MVP Platinum - 2 Person	\$ 57,472.56	3	\$ 5,172.53	\$ 52,300.03	\$ 19,157.52
MVP Platinum - adult/child-HDHP	\$ 18,486.96	1	\$ 1,663.83	\$ 16,823.13	\$ 18,486.96
MVIP Platinum Family-HDHP	\$ 134,581.80	5	\$ 12,112.36	\$ 122,469.44	\$ 26,916.36
OPT Out	\$ 30,000.00	3	\$ -	\$ 30,000.00	\$ 10,000.00
HSA		12	\$ -		\$ -
Total	\$ 269,277.60	27	\$ 21,534.98	\$ 247,742.62	\$ 9,973.24

2021 Gold 2 Plan 0% - W/O HSA					
Plan	Cost	# of Employees	Employee Contribution	Employer Contribution	Average
MVP Gold 2 Single	\$ 25,168.68	3	\$ -	\$ 25,168.68	\$ 8,389.56
MVP Gold 2 - 2 Person	\$ 50,337.36	3	\$ -	\$ 50,337.36	\$ 16,779.12
MVP Gold 2 - adult/child-HDHP	\$ 16,191.84	1	\$ -	\$ 16,191.84	\$ 16,191.84
MVIP Gold 2 Family-HDHP	\$ 117,873.60	5	\$ -	\$ 117,873.60	\$ 23,574.72
OPT Out	\$ 30,000.00	3		\$ 30,000.00	\$ 10,000.00
HSA		12			\$ -
Total	\$ 239,571.48	27	\$ -	\$ 239,571.48	\$ 8,873.02

2021 Gold 2 Plan W/ HSA 14%					
Plan	Cost	# of Employees	Employee Contribution	Employer Contribution	Average
MVP Gold 2 Single	\$ 25,168.68	3	\$ 3,523.62	\$ 21,645.06	\$ 8,389.56
MVP Gold 2 - 2 Person	\$ 50,337.36	3	\$ 7,047.23	\$ 43,290.13	\$ 16,779.12
MVP Gold 2 - adult/child-HDHP	\$ 16,191.84	1	\$ 2,266.86	\$ 13,924.98	\$ 16,191.84
MVIP Gold 2 Family-HDHP	\$ 117,873.60	5	\$ 16,502.30	\$ 101,371.30	\$ 23,574.72
OPT Out	\$ 30,000.00	3		\$ 30,000.00	\$ 10,000.00
HSA	\$ 42,000.00	12		\$ 42,000.00	\$ 3,500.00
Total	\$ 281,571.48	27	\$ 29,340.01	\$ 252,231.47	\$ 10,428.57

ATTACHMENT B

[HEALTHCARE PLAN SHEET]

Vermont Small Group 2021 Plans

Open enrollment begins on November 1, 2020 for coverage starting January 1, 2021.



	Platinum	Gold			Reflective Silver (only available directly through MVP)				Bronze				
	1	1	2	3 HDHP	1	2 HDHP	3	4 HDHP	1	2	3 HDHP	4	5
	Standard MVP VT	Standard MVP VT	Non-Standard MVP VT Plus		Non-Standard MVP VT Plus		Standard MVP VT		Non-Standard MVP VT Plus		Standard MVP VT		Non-Standard MVP VT Plus
Plan Deductible													
Individual/Family	\$350/\$700 EMB	\$1,100/\$2,200 EMB	\$700/\$1,400 EMB	\$3,000/\$6,000 AGG	\$1,500/\$3,000 EMB	\$5,100/\$10,200 EMB	\$3,200/\$6,400 EMB	\$1,750/\$3,500 AGG	\$7,250/\$14,500 EMB	\$6,250/\$12,500 EMB	\$5,500/\$11,000 AGG	\$8,400/\$16,800 EMB	\$7,850/\$15,700 EMB
Out-of-Pocket Maximum													
Individual/Family	\$1,400/\$2,800 EMB	\$5,200/\$10,400 EMB	\$6,500/\$13,000 EMB	\$3,000/\$6,000 AGG	\$6,700/\$13,400 EMB	\$5,100/\$10,200 EMB	\$8,150/\$16,300 EMB	\$6,900/\$13,800† AGG	\$8,400/\$16,800 EMB	\$8,400/\$16,800 EMB	\$6,900/\$13,800† AGG	\$8,400/\$16,800 EMB	\$7,850/\$15,700 EMB
Medical													
Telemedicine*	New for 2021! \$0 telemedicine services for all emergency, urgent and primary care, as well as nutrition, mental health and psychiatry.*												
Primary Care/ Specialist Visit	\$15 NoDD/\$40 NoDD	\$20 NoDD/\$50 NoDD	\$20 NoDD/\$40 NoDD	0%/0%	3 PCP visits per person NoDD then \$30/\$60	0%/0%	\$35 NoDD/\$80 NoDD	10%/30%	\$40/\$100	\$35/\$90	50%/50%	\$40 NoDD/\$100 NoDD	3 PCP visits per person NoDD then 0%/0%
Hospital Facility Inpatient/ Outpatient	10%/10%	30%/30%	20%/20%	0%/0%	50%/\$1,400	0%/0%	50%/50%	30%/30%	50%/50%	50%/50%	50%/50%	0%/0%	0%/0%
Urgent Care/ Emergency Room	\$50 co-pay NoDD/\$100	\$60 NoDD/\$150	\$30 NoDD/\$250	0%/0%	\$60/\$400	0%/0%	\$90 NoDD/\$250	30%/30%	\$100/50%	\$100/50%	50%/50%	0%/0%	0%/0%
Diagnostic Radiology/ Laboratory Outpatient	10%/10%	30%/30%	\$80/\$40	0%/0%	\$150/\$60	0%/0%	50%/50%	30%/30%	50%/50%	50%/50%	50%/50%	0%/0%	0%/0%
Diabetic Supplies**	50% NoDD	50%	50%	0%	50%	0%	50%	50%	60%	60%	60%	0%	0%
Chiropractic Benefit	\$20 NoDD	\$30 NoDD	\$25 NoDD	0%	\$45	0%	\$45 NoDD	30%	\$50	\$45	50%	\$50 NoDD	0%
Pharmacy													
Prescription Deductible Individual/ Family	None	\$100/\$200 Brand Ded	\$250/\$500 Brand Ded	Integrated w/Medical	\$500/\$1,000	Integrated w/Medical	\$350/\$700 Brand Ded	Integrated w/Medical	\$700/\$1,400	\$1,000/\$2,000 Brand Ded	Integrated w/Medical	Integrated w/Medical	Integrated w/Medical
Prescription Out-of-Pocket-Max Individual/ Family	\$1,400/\$2,800 EMB	\$1,400/\$2,800 EMB	\$1,400/\$2,800 EMB	Integrated w/Medical \$1,400/\$2,800 AGG	\$1,400/\$2,800 EMB	Integrated w/Medical \$1,400/\$2,800 AGG	Integrated w/Medical \$1,400/\$2,800 EMB	Integrated w/Medical \$1,400/\$2,800 AGG	Integrated w/Medical	Integrated w/Medical \$1,400/\$2,800 EMB	Integrated w/Medical \$1,400/\$2,800 AGG	Integrated w/Medical	Integrated w/Medical
Prescription Cost Share Tier 1/ Tier 2/ Tier 3	\$10 NoDD/ \$50 NoDD/ 50% NoDD	\$12 NoDD/\$55/50%	\$15 NoDD/\$40/50% VBID: \$1	Preventive Drugs \$10/\$15/5% NoDD All other drugs \$0/\$0/0%	\$5/50%/50% VBID: \$1	0%/0%/0% Preventive Drugs NoDD	\$15 NoDD/\$60/50%	\$10/\$40/50% Preventive Drugs No DD	\$25 NoDD/\$100/60% VBID: \$3	\$15 NoDD/\$85/60%	\$12/40%/60% Preventive Drugs NoDD	\$30 NoDD/0%/0%	\$35 NoDD/0%/0% VBID: \$3
Pediatric Dental													
Diagnostic & Preventive	Covered in full NoDD	Covered in full NoDD	Covered in full NoDD	0%	Covered in full NoDD	0%	Covered in full NoDD	0%	Covered in full NoDD	Covered in full NoDD	\$0	Covered in Full NoDD	Covered in Full NoDD
Basic Restorative/ Orthodontia & Major Restorative	30%/50%	30%/50%	30%/50%	0%/0%	30%/50%	0%/0%	30%/50%	30%/50%	30%/50%	30%/50%	30%/50%	0%/0%	0%/0%

Amounts listed above are the co-pay or co-insurance after the deductible is met, unless otherwise noted (NoDD). NoDD: Not subject to deductible

Rates (Effective January 1, 2021–December 31, 2021)

Single	\$798.23	\$673.78	\$699.13	\$682.62	\$574.15	\$585.06	\$589.88	\$577.81	\$491.30	\$497.28	\$502.90	\$521.66	\$508.70
Single + Spouse	\$1,596.46	\$1,347.56	\$1,398.26	\$1,365.24	\$1,148.30	\$1,170.12	\$1,179.76	\$1,155.62	\$982.60	\$994.56	\$1,005.80	\$1,043.32	\$1,017.40
Single + Child(ren)	\$1,540.58	\$1,300.40	\$1,349.32	\$1,317.46	\$1,108.11	\$1,129.17	\$1,138.47	\$1,115.17	\$948.21	\$959.75	\$970.60	\$1,006.80	\$981.79
Single + Spouse + Child(ren)	\$2,243.03	\$1,893.32	\$1,964.56	\$1,918.16	\$1,613.36	\$1,644.02	\$1,657.56	\$1,623.65	\$1,380.55	\$1,397.36	\$1,413.15	\$1,465.86	\$1,429.45

All plans include dependent care coverage until the end of the year that the dependent turns 26. NOTE: Benefits shown in red represent a change from the 2020 plan.

Questions? We're here to help! Call 1-844-865-0250 or visit mvphealthcare.com/vermont

VBID: Value-Based Insurance Design Maintenance Medications not subject to the deductible.

† This plan features an aggregate deductible and out-of-pocket maximum (OOPM). Each member on a family plan will pay toward the family OOPM. No individual will pay more than the government mandated OOPM of \$8,550. The term Embedded is used on Vermont Health Connect (VHC) materials to define this deductible and OOPM structure.

* Telemedicine services from MVP Health Care are powered by AmWell and UCM Digital Health. Regulatory restrictions may apply.

** The cost share for diabetic supplies is subject to the pharmacy deductible and the medical out-of-pocket maximum.

These plan overviews are intended to provide a general outline of coverage. In the event of any conflict between this document and your Certificate of Coverage, Summary of Benefits and Coverage, and any applicable Rider(s), your Certificate of Coverage, Summary of Benefits and Coverage, and Rider(s) will be controlling.

Health benefit plans are issued or administered by MVP Health Plan, Inc.; MVP Health Insurance Company; MVP Select Care, Inc.; and MVP Health Services Corp., operating subsidiaries of MVP Health Care, Inc. Not all plans available in all states and counties.

Aggregate (AGG): For any policy with two or more members, the family deductible must be met by any one or any combination of members before the plan will make payments.

Embedded (EMB): Each member pays toward, but never exceeds, their individual deductible and/or OOPM until the larger family deductible and/or OOPM is met, after which, the plan makes payments for all members on the contract. The term Stacked is used on VHC materials to define this deductible and/or OOPM structure.

WellBeing Rewards

Earn up to \$600 per contract, per calendar year, with WellBeing Rewards on MVP VT Plus Non-Standard plans.



Town of Weathersfield

5259 US ROUTE 5 | P.O. BOX 550 | WEATHERSFIELD, VT 05030 | P (802) 674-2626 | F (802) 674-2117

Brandon W. Gulnick
Town Manager

November 16, 2020

Select Board
5259 US Route 5
Ascutney, VT 05030

Re: Report 7 – 2014 Purchase & Sale Agreement

Dear Select Board & Weathersfield Residents,

EXECUTIVE SUMMARY

This is the **7th Report** regarding the 2014 Purchase & Sale Agreement between the Town and Emily Abbott. **The First Report** was given on August 17th. This report examined the Purchase & Sale Agreement and included an analysis of the Tax Collectors Findings and Recommended Next Steps. **The Second Report** was given on September 7th. This Report drilled into the conditions and contingencies unsatisfied to date and discussed three (3) options for the Town. **The Third Report** was given on September 21st. This Report presented two (2) Proposals. Proposal #1 resolves the 2014 Purchase & Sale Agreement by amending the existing agreement and Proposal #2 resolves the 2014 Purchase & Sale Agreement by voiding the Agreement and holding a Tax Sale pursuant to 32 V.S.A. § 5252. During this Meeting, a motion was made and seconded to Support the Tax Collector's decision to hold a Tax Sale on this property. **The Fourth Report** was given on October 5th, 2020. This report revised the Total Amount of Delinquent Taxes Owed and disclosed the hiring of Waysville Engineering to determine whether there is Septic Effluent on the 2.86 Acre Parcel the Town acquired through the 2014 Purchase & Sale Agreement. **The Fifth Report** was given on October 19, 2020. This report addressed the findings of Waysville Engineering. According to Waysville, there is no evidence that the abutting property is discharging wastewater effluent onto the parcel that was acquired by the Town. The Select Board made a motion to rescind their motion to void the Purchase & Sale Agreement and hold a Tax Sale pursuant to 32 V.S.A. § 5252. The Select Board made a motion to support Option 2, which amends the existing Purchase & Sale Agreement and supports waiving over \$100,000 in delinquent property taxes in exchange for the easement that provides Weathersfield Residents with access into the Town Forest and the 2.86 Acre Parcel across the street, which will be used as a Parking Lot. The Select Board requested that the Town Manager move into negotiations with Terry Johnson to obtain an easement through parcel #05-01-55.000, draft a letter to Emily Abbott, and draft an amended Purchase & Sale Agreement. If the Select Board votes to support this option, the Town Manager will draft a proposal to the Board of Abatement. **The Sixth Report** provided the Select Board's next steps & provided the Select Board with the Amended Purchase & Sale Agreement, Letter to Emily Abbott, and the Easement from Johnson.

Financials

<u>Category</u>	<u>Option 1</u>	<u>Option 2</u>
<u>Delinquent Principal:</u>	<u>\$4,451.71</u>	<u>\$28,357.76</u>
<u>Delinquent Interest:</u>	<u>0.00 (Contingent on Abatement)</u>	<u>\$72,265.05</u>
<u>Delinquent Penalty:</u>	<u>0.00 (Contingent on Abatement)</u>	<u>\$2,159.64</u>
<u>Wetlands Delineation</u>	<u>\$6,500.00</u>	<u>\$0.00</u>
<u>Legal Fees to Date</u>	<u>\$17,260.95</u>	<u>\$17,260.95</u>
<u>Appraisals, Survey, Permitting to date</u>	<u>\$9,914.00</u>	<u>\$9,914.00</u>
<u>Johnson Easement</u>	<u>\$3,500</u>	
<u>Total Cost to Town:</u>	<u>\$135,505.69</u>	<u>\$27,174.95</u>

NEXT STEPS

1. Select Board reviews the draft Letter to Emily Abbott.
2. Select Board reviews the draft Amended Purchase & Sale Agreement.
3. Select Board reviews the negotiated Purchase & Sale Agreement for the Johnson Easement.
4. Select Board votes to move forward with either Option 1 or Option 2.

Attachments:

Attachment A - Letter to Emily Abbott
Attachment B – Johnson Easement
Attachment C – Amended Purchase & Sale Agreement

What are the Next Steps if we move forward with Option 1?

1. Administration assembles a Proposal to the Board of Abatement.
2. Administration sends draft letter attached to Ms. Abbott.
3. Administration signs Amended Purchase & Sale Agreement with Ms. Abbott
4. Administration works with Town Counsel on Easement through Johnsons property.
5. Administration hires wetlands consultant.
6. Administration fulfills the Purchase & Sale Agreement.
7. Select Board supports the abatement of nearly \$78,876.40 in delinquent taxes.

What are the Next Steps if we move forward with Option 2?

1. Tax Collector sends a different letter to Ms. Abbott explaining our decision.
2. Ms. Abbott has the opportunity to file an application with the Board of Abatement.
3. Requires decision-making from the Select Board on whether or not to deed the easement and 2.86-acre parcel back to the estate.
4. Tax Collector holds a Tax Sale to recover any delinquent taxes above and beyond what the Board of Abatement decides.

ATTACHMENT A

[LETTER TO RESIDENT]



Town of Weathersfield

5259 US ROUTE 5 | P.O. BOX 550 | WEATHERSFIELD, VT 05030 | P (802) 674-2626 | F (802) 674-2117

Brandon W. Gulnick
Town Manager

November 3, 2020

Emily Abbott
739 Thrasher Road
Windsor, VT 05089

Re: Delinquent Taxes / Purchase & Sale Agreement

Dear Emily Abbott,

I am writing this letter to update you regarding the next steps to release the delinquent tax lien on your property.

On July 14, 2014 you signed a Purchase & Sale Agreement to satisfy over \$86,000 in delinquent taxes. This delinquency, according to the Agreement, is comprised of approximately \$41,515 in principal and the remainder in interest and penalties.

When this agreement was signed, the goal was to satisfy the total principal due (\$41,515) and then request the Board of Abatement waive the interest and penalties.

The following is true as of November 3, 2020:

1. The Jason Smith Road Property was sold on December 2, 2014 for \$22,000.00. The Town of Weathersfield received \$18,063.29 to satisfy the \$15,846.20 delinquent tax lien on the Jason Smith Property and to reduce the amount of remaining principal owed on the 739 Thrasher Road Property by \$2,217.09. The total remaining balance of principal after this sale was \$27,451.71.
2. You deeded the Town the 2.86 Acre Parcel of Land and the requested Easement on March 2, 2020. Following this deed transfer the Town of Weathersfield hired an Appraisal Firm. The appraisal firm determined the value of the 2.86 Acre Parcel & Easement is \$23,000.
3. The Total Amount in Principal due is \$4,451.71.
4. The Total amount of Interest & Penalty is \$73,999.25.

Please pay the Town of Weathersfield \$4,451.71 to complete the requirements within the 2014 Purchase & Sale Agreement. After this payment is made, we will move the completed Agreement to the Board of Abatement with Select Board Support.

If you have any questions or concerns, please do not hesitate to contact me.

Brandon Gulnick
Tax Collector

ATTACHMENT B

[JOHNSON AGREEMENT APPROVED]



Property Card: 0 THRASHER ROAD
Weathersfield, VT

NO PHOTO
AVAILABLE

Parcel ID: 05-01-55.000

Owner: JOHNSON CHARLES & TERRY

Co-Owner:

Mailing Address: PO BOX 314

ASCUTNEY, VT 05030-0314

Property Description: LAND - LANDLOCKED

Book / Page: 139 / 382

Date Transfer Recorded:

Status: A

SPAN: 705-224-10812

Category: M

Total Acres: 2.4

Real Value: \$1,200

Land Value: \$1,200

Building Value: \$0

Homestead Value: \$0

Housesite Value: \$0



www.cai-tech.com

Data shown on this report is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this report.

10/28/2020

Page 1 of 1

Property Information - Weathersfield, VT

ATTACHMENT C

[AMENDED PURCHASE & SALE AGREEMENT]

Purchase and Sale Agreement

Now comes Emily Abbott for herself, as well as her heirs, successors and assigns, and the Town of Weathersfield and agrees as follows:

Mrs. Abbott owes over \$100,000 in delinquent taxes going back to the year 2000. Her delinquency is comprised of approximately \$41,515 in principal and the remainder in interest and penalties.

To satisfy her delinquent tax bill, Mrs. Abbott agrees to the following:

1. She will subdivide the 5.06 acre parcel she owns at the corner of Thrasher Road and Jason Smith Road using the brook as the dividing line. This will create two lots, one of approximately 2 acres and the other 3 acres. The three-acre parcel is the more easterly parcel and borders the interstate. She will deed the 3-acre parcel to the Town. It is the intent of the Town to construct a gravel trailhead parking lot on this parcel for use by those seeking to access the Town Forest.
2. She will grant a permanent, non-motorized right of way to the Town on the property she owns on the north side of Thrasher Road. The right of way will be in a location mutually agreeable to the Town and Mrs. Abbott; a tentative location has already been selected. It is the intent of the Town to use the right of way for a trail for non-motorized recreation such as for hiking, mountain biking, and horseback riding. Agreement of trail location shall not be unreasonably withheld.
3. She will pay the Town whatever money she receives from the sale of the two-family dwelling and lot she owns at 206 Jason Smith Road, minus closing costs. The property shall not be sold for less than \$20,000.

The Town agrees to the following:

1. The Town is responsible for any appraisals, surveying, and closing costs.
2. To support the application pending before the Board of Abatement to cover the value of her delinquent tax obligation remaining after the value of the following are backed out: (a) the three acre parcel, (b) the right of way, (c) cash received from the sale of her house on Jason Smith Road (minus closing costs), and (d) appraisal, survey, permitting, and closing costs. The value of the parcel and right of way will be determined by appraisal.
3. To release the delinquent tax lien on the two-family dwelling at 206 Jason Smith Road at the time of the sale of the property.
4. In the case the Town decides to post the trail as open for public use, the Town will screen the beginning of the trail easement from the Abbott residence with trees, bushes, and/or fencing.
5. If the Town decides to post the trailhead parking area as open, the Town agrees to post a sign indicating the Parking Lot as open only during daylight hours.

The Purchase and Sale Agreement contains the following contingencies:

1. The removal of the current use lien on the three-acre parcel
2. The release of Emily's existing mortgage for the three-acre parcel and the easement area.
3. The Town obtaining an easement through Parcel # 05-01-55 from Terry Johnson to connect the Town's easement from Parcel # 05-01-54 to Parcel # 05-01-57.

The parties have made this Agreement:

Emily Abbott

Date

Weathersfield Select Board Chair

Date

Weathersfield Town Manager

Date



Town of Weathersfield

5259 US ROUTE 5 | P.O. BOX 550 | WEATHERSFIELD, VT 05030 | P (802) 674-2626 | F (802) 674-2117

Brandon W. Gulnick
Town Manager

November 16, 2020

Weathersfield Select Board
5159 US Route 5
Ascutney, VT 05030

Re: Town Manager's Report

Dear Select Board Members & Weathersfield Residents:

The following will keep you up to date on various topics.

Website Redesign

Weathersfield's website is in the Developer Setup Queue. Sites in this queue are handled in the first in first out approach and there are only several ahead of us at this time. Civic CMS staff is working quickly to catch up with the small backlog of websites setups. Once the final Implementation phase is initiated for the new website it should only take about 5-6 weeks to Go Live. If the opportunity presents itself sooner, CivicCMS will immediately initiate the Implementation phase.

In preparation for the final Implementation phase it would be best to make sure we have...

1. Identified the data or content we will be placing on the new website.
2. If they will be moving data from an existing website, make sure the forms and docs on the website are the most updated versions
3. Identify who the DNS host provider is for the website domain. Usually our current website provider can assist with answering this question.

At this stage in the project, I have signed off on the design, which can be found at <https://www.vt-s.net/mockups/files/weathersfield-vt-mock-v1>.

Here is the mockup of a generic department page. This mockup shows how the look and feel and colors from the home page will come through to the subpages. At this time, we are not focusing on any specific content. The generic mockup is a typical example. In the next phase, we will work with an Implementation Consultant to make decisions on what content will show in detail. Right now, we are just agreeing to a general look and feel.

This design can be found here: <https://www.vt-s.net/mockups/files/weathersfield-vt-mock-v1-dept>.



Town of Weathersfield

5259 US ROUTE 5 | P.O. BOX 550 | WEATHERSFIELD, VT 05030 | P (802) 674-2626 | F (802) 674-2117

Brandon W. Gulnick
Town Manager

November 16, 2020

Select Board
5259 US Route 5
Ascutney, VT 05030

Re: FY22 Budget Update

Dear Select Board & Weathersfield Residents,

Our Administration requests direction from the Select Board on various items:

1. **Transfer Station Attendants – Is the Select Board interested in employing any additional personnel at the Transfer Station?**
 - a. If this is the case, our Administration will need to work on budgeting for this.
 - b. If this is the case, will this be a part-time or full-time position?
2. **Land Use Administrator – Full Time or Part-Time?**
 - a. The Planning Commission has sent me a Letter of Support to move this position back to Full-Time.
3. **Town Assessor – Is the Select Board seeking to employ an Assessor in FY22?**
 - a. If this is the case our Administration will need to work on budgeting for this.
 - b. If this is the case, will this be a part-time or full-time position?
4. **Fire Department Finance**
 - a. We currently handle all budgeting for the West Weathersfield Fire Department. Will we be doing this for both departments in FY22?

Attachments

Attachment A - Pay Rate Survey – Transfer Station Attendants.
Attachment B - Pay Rate Survey – Zoning Administrator
Attachment C – Pay Rate Survey – Assessor
Attachment D – Pay Rate Survey – Board of Listers

ATTACHMENT A

[Transfer Station Pay Rate Data]

TRANSFER STATION & RECYCLING - SOLID WASTE													
Organization	Pop.	Title	Hire Date	Pay Cycles	Job Type	Pay Type	Hours	Pay Period	Rate	Salary	Prior Year	Other Titles	Other Comp
Mount Tabor Town	265	Transfer Station Attendant		1	PT Seasonal	Hourly	7.00	Week	\$10.16	\$71.15			
Norwich Town	3341	Transfer Station A	1/30/2019	52	PT	Hourly	40.00	Week	\$12.68	\$545.24			
Wilmington Town	1771	Transfer Station A	9/20/2010	1	PT	Hourly	38.33	Year	\$15.53	\$595.21			
Peacham Town	692	Transfer Station S	11/28/2018	52	PT	Salary	46.00	Year	\$14.00	\$700.00	\$644.00		
Greensboro Town	729	Recycling Attenda	11/11/2014	52	PT	Hourly	2.00	Week	\$10.00	\$1,040.00			
Londonderry Town	1582	Recycling Attenda	5/22/2018	52	PT	Hourly	2.66	Week	\$15.00	\$2,073.75	\$2,073.75		
Greensboro Town	729	Recycling Attenda	2/18/2013	52	PT	Hourly	4.00	Week	\$10.67	\$2,219.36	\$2,395.25		
Lowell Town	767	Recycling Attenda	4/24/2012	52	PT	Hourly	4.00	Week	\$15.15	\$3,152.00			
Danville Town	2230	Recycling Attendant		52	PT	Hourly	4.50	Week	\$16.15	\$3,779.10			
Londonderry Town	1582	Transfer Station A	4/22/2018	52	PT	Hourly	5.00	Week	\$15.00	\$3,900.00	\$5,482.50		
Randolph Town	4715	Transfer Station S	7/28/2018	52	PT	Hourly	5.00	Week	\$15.00	\$3,900.00	\$1,125.00		
Stamford Town	866	Recycling Monitor		52	PT	Hourly	6.00	Week	\$14.11	\$4,402.00			
Londonderry Town	1582	Transfer Station	2/12/2014	52	PT SUB	Hourly	5.80	Week	\$15.30	\$4,612.95	\$4,612.95		
Albany Town	921	Recycling & Trash Attendant		52	PT	Hourly	7.50	Week	\$16.67	\$6,500.00	\$6,500.00		
Chelsea Town	1290	Transfer Station A	11/12/2016	52	PT	Hourly	8.00	Week	\$16.11	\$6,700.00			WE
Cavendish Town	1366	Transfer Station A	5/5/2018	52	PT	Hourly	10.00	Week	\$13.00	\$6,760.00	\$4,836.00		
Castleton Town	4602	Transfer Station A	5/4/2019	52	FT Temp	Hourly		Week	\$14.50	\$6,838.57			
Chittenden Town	1245	Transfer Station Attendant		52	PT	Hourly	10.00	Week	\$13.26	\$6,895.20	\$7,650.00		
Peacham Town	692	Transfer Station A	4/19/2017	52	PT	Hourly	10.00	Week	\$14.00	\$7,280.00	\$7,034.30		
Rockingham & Bellows Falls	5092	Transfer Station R	8/25/2009	52	PT	Hourly	11.83	Week	\$11.85	\$7,287.75			
Mount Holly Town	1231	Transfer Station A	6/13/2018	52	PT	Hourly	9.00	Week	\$16.24	\$7,600.00			
Stratton Town	235	Refuse Attendant	2/11/2019	52	PT	Hourly	8.00	Week	\$19.35	\$8,049.60			
Mount Holly Town	1231	Transfer Station Attendant		52	PT	Hourly	9.00	Week	\$18.16	\$8,500.00			
Rockingham & Bellows Falls	5092	Recycling/Transfe	3/3/2019	52	PT	Hourly	12.00	Week	\$15.30	\$9,547.20			
Wallingford Town	2045	Transfer Station Worker		52	PT	Hourly	15.00	Week	\$13.26	\$10,339.00			
Readsboro Town	727	Transfer Station C	11/4/1994	52	PT	Hourly	14.00	Week	\$14.50	\$10,556.00	\$8,500.29		
Rockingham & Bellows Falls	5092	Recycling/Transfe	2/9/2000	52	PT	Hourly	11.95	Week	\$17.38	\$10,801.67			
Castleton Town	4602	Transfer Station H	5/18/2019	52	PT	Hourly	20.00	Week	\$10.78	\$11,211.20			
Ludlow Town	1986	Transfer Station L	1/1/2010	52	PT	Hourly	15.00	Week	\$14.50	\$11,310.00	\$11,310.00		
Ludlow Town	1986	Transfer Station L	6/8/2013	52	PT	Hourly	15.00	Week	\$14.50	\$11,310.00	\$11,310.00		
Londonderry Town	1582	Transfer Station C	3/18/2012	52	PT	Hourly	10.50	Week	\$21.00	\$11,466.00	\$11,466.00		
Springfield Town	9086	Recycling Attenda	6/2/2018		PT	Hourly	10.00	Week	\$11.25	\$11,700.00			
Springfield Town	9086	Recycling Attenda	6/1/2016	52	PT	Hourly	10.00	Week	\$11.25	\$11,700.00			
Springfield Town	9086	Recycling Attenda	2/18/2017	52	PT	Hourly	10.00	Week	\$11.25	\$11,700.00			
Wallingford Town	2045	Transfer Station Worker		52	PT	Hourly	16.00	Week	\$14.32	\$11,914.00			
Ludlow Town	1986	Transfer Station L	7/7/2017	52	PT	Hourly	15.00	Week	\$15.68	\$12,230.40	\$13,000.00		
Ludlow Town	1986	Transfer Station Laborer		52	PT	Hourly	15.00	Week	\$15.68	\$12,230.40	\$13,000.00		
Springfield Town	9086	Recycling Attende	8/12/2013	52	PT	Hourly	10.00	Week	\$12.10	\$12,584.00			
Castleton Town	4602	Transfer Station P	7/13/2017	52	PT Temp	Hourly	23.00	Week	\$11.00	\$13,156.00	\$1,559.25		
Castleton Town	4602	Transfer Station P	6/18/2019	52	PT	Hourly	23.50	Week	\$10.78	\$13,173.16			
Castleton Town	4602	Transfer Station P	6/22/2017	52	PT	Hourly	23.50	Week	\$11.00	\$13,442.00	\$2,123.63		
Cavendish Town	1366	Transfer Station A	11/5/2018	52	PT	Hourly	20.00	Week	\$13.36	\$13,894.40	\$2,566.50		
Cavendish Town	1366	Compactor Attenda	10/17/1996	52	PT	Hourly	22.00	Week	\$13.26	\$15,169.44	\$2,752.88		
Cavendish Town	1366	Transfer Station A	11/8/2017	52	PT	Hourly	22.00	Week	\$13.63	\$15,592.72	\$19,952.70		
Weathersfield	2700			52	PT	Hourly				\$17,569.00	\$ 19,301.00		
Bethel Town	2196	L&fill Manager	1/16/2018	52	FT	Hourly	20.00	Week	\$18.54	\$19,281.60	\$34,814.66	Treasurer	
Bethel Town	2196	Transfer Station A	4/5/2018	52	FT	Hourly	1.50	Week	\$15.50	\$22,615.64	\$8,758.41		
Norwich Town	3341	Transfer Station A	3/14/2018	52	PT	Hourly	34.00	Week	\$13.10	\$23,160.80	\$8,488.85		
Norwich Town	3341	Transfer Station A	7/19/2018	52	PT	Hourly	34.00	Week	\$13.10	\$23,160.80	\$4,659.90		
Jamaica Town	827	Transfer Station A	10/1/2016	52	FT	Hourly	32.00	Week	\$15.77	\$26,241.28			
Stratton Town	235	Refuse Attendant	11/14/2016	52	PT	Salary	25.00	Week	\$20.22	\$26,286.00	\$23,605.92		
Wardsboro Town	825	Transfer Station A	3/28/2014	52	FT	Hourly	34.00	Week	\$15.45	\$27,315.60	\$27,315.60		OT
Norwich Town	3341	Transfer Station A	1/20/2018	52	PT	Hourly	34.00	Week	\$17.62	\$31,152.16	\$12,273.49		
Ludlow Town	1986	Transfer Station A	10/20/2018	52	PT	Hourly	40.00	Week	\$15.09	\$31,387.20	\$31,500.00		
Castleton Town ♦	4602	Transfer Station/H	1/10/2017	52	FT	Hourly	40.00	Week	\$15.32	\$31,865.60	\$31,350.95		
Londonderry Town	1582	Transfer Station A	9/1/2010	52	FT	Hourly	37.50	Week	\$17.50	\$34,125.00	\$31,800.29		
Springfield Town	9086	Maintenance I Re	8/11/2003	52	FT	Hourly	40.00	Week	\$17.89	\$37,211.20			
Londonderry Town	1582	Manager Recyclin	10/31/1995	52	FT	Hourly	40.00	Week	\$18.25	\$37,960.00	\$37,199.40		
Wilmington Town	1771	Transfer Station/B	7/8/2007	52	FT	Hourly	41.11	Week	\$18.75	\$40,082.81	\$40,948.79		OT
Bethel Town	2196	Transfer Station A	9/19/2011	52	FT	Hourly	37.50	Week	\$15.00	\$43,467.50	\$44,809.28		
Winhall Town	589	Transfer Station Attendant		52	FT	Hourly	40.00	Week	\$21.65	\$45,032.00			OT

Ludlow Town	1986	Transfer Station A	1/1/2010	52	FT	Hourly	40.00	Week	\$22.19	\$46,155.20	\$46,800.00		
Springfield Town	9086	Transfer Station B	8/13/2005	52	FT	Hourly	40.00	Week	\$26.38	\$54,870.40			
Brownington Town	1052	Recycling Attenda	7/1/2013	1	PT	Hourly		Year					
Fairlee Town	1057	Trash Attendant	1/1/2004	52	PT	Hourly	1.00	Week	\$10.00		\$3,154.39		
Middletown Springs Town	835	Transfer Station Attendant			PT	Hourly	6.50	Week	\$14.50				
Norwich Town	3341	Transfer Station A	9/9/2015		FT	Hourly	36.00		\$19.21		\$11,233.47		
Pittsford Town	2870	Transfer Station Attendant			PT	Hourly	10.00	Week	14.65 - 18.83				
Springfield Town	9086	Recycling Attenda	9/9/2019		PT								

ATTACHMENT B

[Land Use Administrator Pay Rate Data]

ZONING ADMINISTRATOR													
Organization	Pop.	Hire Date	Pay Cycles	Job Type	Pay Type	PY Hours	Hours	Pay Period	Rate	Salary	Prior Year	Other Titles	Other Comp
Brattleboro Town	11646	2/2/2009	52	FT	Hourly	1956	37.62	Week	\$24.98	\$48,860.88	\$41,405.35		
Charlotte Town	3818	3/19/2018	52	FT	Hourly		40.00	Week	\$21.75	\$45,240.00	\$45,240.00		OT
Essex Town ♦	20901	10/21/1994	52	FT	Salary	421	40.00	Week	\$30.35	\$63,135.28	\$66,255.56		
Fairfax Town	4574	1/5/2015	52	FT	Hourly	1800.5	35.00	Week	\$22.00	\$40,040.00	\$35,182.52		
Fayston Town	1298	1/1/2012	52	FT			32.00	Week	\$19.23	\$32,000.00			
Manchester Town	4285	12/22/2014	52	FT	Hourly		40.00	Week	\$30.21	\$62,832.00			LGV
Rockingham & Bellows	5092	8/6/2015	52	FT	Salary		40.00	Week		\$58,472.14			
St. Albans Town	6348	6/24/2003	52	FT	Salary		40.00	Week	\$31.25	\$65,000.00			
Warren Town	1716	6/1/2018	52	FT			37.50	Week	\$22.98	\$44,818.00			
Bridport Town	1223	3/10/2003	12	PT	Stipend			Month	\$1,405.00	\$1,405.00			
Chelsea Town	1290	10/23/2015	52	PT	Hourly		8.00	Week	\$24.76	\$10,302.00			
Cornwall Town	1045			PT	Permit Fees			Year					
Danville Town	2230		52	PT	Salary	10.5	10.50	Week	\$16.70	\$9,118.20	\$9,118.20		
Fairlee Town	1057	5/8/2012	52	PT	Hourly		40.00	Week	\$16.07	\$33,415.73	\$33,415.73		
Franklin Town●	1414	4/28/2003	1	PT	Hourly	113	40.00	Year	\$35.00		\$2,900.50	Lister	
Grafton Town	663	6/13/2014	52	PT	Hourly	131.5	40.00	Week	\$25.00	\$52,000.00	\$3,287.50		
Greensboro Town	729	8/3/2016	52	PT	Hourly		10.00	Week	\$20.75	\$10,790.00	\$8,170.00		
Groton Town	995	7/22/2010	1	PT	Salary	19	1.00	Year	\$1,000.00	\$1,000.00	\$915.00		
Hardwick Town	2907	11/2/2015	52	PT	Hourly	1084	20.85	Week	\$20.99	\$22,753.16	\$21,746.50		
Hardwick Town	2907	10/20/2015	52	PT	Hourly		20.00	Week	\$18.65	\$19,396.00			
Jay Town	677	8/20/2002	52	PT	Hourly		8.00	Week	\$15.00	\$6,240.00			
Jericho Town	5055	5/25/2016	52	PT	Hourly	1347.75	25.00	Week	\$22.78	\$29,614.00	\$29,576.38		
Landgrove Town	109		1	PT	Stipend		3.00	Week	\$25.64	\$4,000.00			
Leicester Town	1166		1	PT	Stipend			Week	\$1,500.00	\$1,500.00			OC
Lincoln Town	1340		52	PT			5.00	Week	\$33.60	\$8,736.00			
Lowell Town●	767		1	PT	Stipend		1.00	Year	\$906.00	\$906.00			
Manchester Village	603	12/1/2014	52	PT	Hourly		17.50	Week	\$23.13	\$21,048.64		Administrative Off	OT, HO
Marlboro Town	1171	1/1/2004	12	PT	Hourly		50.00	Month	\$4.14	\$2,482.66		Health Administrator	
North Bennington Villa	1685	1/1/2018		PT	Hourly		3.00	Week	\$15.00		\$2,500.00		
North Bennington Villa	1685	1/1/2018	12	PT	Hourly		12.00	Month	\$15.00	\$2,160.00	\$2,500.00		
North Hero Town	968	4/1/2012	2	PT	Salary			Year		\$6,100.00	\$6,100.00		
Norwich Town	3341		1	PT	Stipend		1.00	Year	\$1,200.00	\$1,200.00			
Orwell Town	1347	1/1/2012	1	PT	Hourly		82.00	Year	\$1,321.00	\$108,322.00			
Peacham Town	692	4/1/2004	4	PT	Stipend	4	1.00	Year	\$375.00	\$2,500.00	\$2,500.00		
Pittsford Town	2870		52	PT	Hourly		9.00	Week	\$22.06	\$10,324.08	\$10,324.00		
Readsboro Town	727	11/21/2014	52	PT	Hourly		20.00	Week	\$16.00	\$16,640.00			
St. Johnsbury Town	7375	8/2/2018	52	PT	Hourly	419.34	20.00	Week	\$20.09	\$20,893.60	\$8,177.19		
Stamford Town	866	1/1/2017		PT	Per Diem		0.50	Week	\$1,500.00				
Starksboro Town	1830	10/1/2017		PT	Hourly				\$24.00				
Stockbridge Town	684		1	PT	Stipend		1.00	Year	\$1,440.00	\$1,440.00			
Stratton Town	235	4/28/1994	12	PT	Stipend		14.44	Month	\$12.40	\$2,150.00	\$2,350.00		
Sunderl& Town	898	4/27/2005	52	PT	Hourly		10.00	Week	\$30.60	\$15,912.00			
Sutton Town	1035	3/1/2019	1	PT	Stipend		1.00	Year	\$48.08	\$48.08			
Tinmouth Town	601	1/1/1977	52	PT	Hourly		1.00	Week	\$20.00	\$1,040.00	\$1,000.00	PC Secretary	
Tinmouth Town	601	1/1/2000	12	PT	Stipend		4.00	Month	\$1,000.00	\$48,000.00		PC Secretary	
Wallingford Town	2045	3/1/2013	52	PT	Hourly		4.00	Week	\$23.80	\$4,950.00			
Wardsboro Town	825	7/22/1998	12	PT	Hourly		12.00	Month	\$14.53	\$2,092.32			
West Windsor Town	1106	5/1/2017	12	PT	Hourly		40.00	Month	\$3.85	\$1,846.15			
Westford Town	2019	2/20/2012	52	PT	Hourly	837.35	16.00	Week	\$21.64	\$18,004.48	\$19,762.34		
Westminster Town	3068	9/1/2013	52	PT			10.00	Week	\$33.08	\$ 17,200.00			
Weston Town	544	5/8/2018	52	PT	Salary	154	15.00	Week	\$19.67	\$ 15,342.60	\$3,029.18		
Wilmington Town	1771	6/2/2014	52	PT	Salary	183	40.00	Week	\$22.50	\$ 46,799.47	\$46,799.47	Health Officer	OT
Winhall Town	589		52	PT	Fees		12.00	Week	\$14.42	\$ 9,000.00			
Weathersfield	2700		52	PT	Salary		25.00	Week	\$23.00	\$ 29,900.00		Health officer	
Castleton Town	4602	8/14/2018	52	PT (Interim)	Hourly	292.5	12.00	Week	\$22.00	\$13,728.00	\$6,193.00		
Georgia Town	4691	5/13/2002	52		Week	1551	29.83		\$24.83	\$38,511.33	\$39,815.34		
Milton Town	10761	7/16/2012	52		Bi-Weekly	1916.5	40.00	Week	\$26.28	\$54,662.40	\$45,004.55		

ATTACHMENT C

[Assessor Pay Rate Data]

Assessor Pay Rate Data

Organization	Pop.	Title	Hire Date	Pay Cycles	Job Type	Pay Type	Hours	Rate	Pay Period	Salary	Prior Year	Other Comp
Williamstown Town	3446	Assessor	3/9/2000	52	PT	Hourly	10.00	\$20.50	Week	\$10,660.00	\$12,525.25	
Castleton Town	4602	Assessor/Zoning C	2/28/2019	52	PT	Hourly	15.00	\$15.00	Week	\$11,700.00		
Middlebury Town	8542	Reappraisal Assist	8/23/2017	52	PT	Hourly	16.00	\$15.61		\$12,987.52	\$6,408.00	
Guilford Town	2065	Assessing Clerk	11/1/2004	52	PT	Hourly	17.00	\$21.02	Week	\$18,585.00		
Castleton Town	4602	Assessor	9/18/2018	52	PT	Hourly	15.00	\$25.63	Week	\$19,991.40	\$4,212.50	
St. Albans Town	6348	Assessor	5/25/2016	52	PT	Hourly	8.00	\$54.64	Week	\$22,730.00		
Windsor Town	3439	Assessor	1/2/2018	52	PT	Hourly	13.86	\$31.83	Week	\$22,933.52	\$21,899.85	
St. Albans Town	6348	Assessing Clerk	9/12/2000	52	PT	Hourly	24.00	\$19.01	Week	\$23,725.00		
Coventry Town	1027	Assessing Clerk	4/21/2017	52	PT	Salary	24.00	\$15.00	Week	\$24,960.00	\$25,361.52	
Milton Town	10761	Assistant Assessor	4/10/2017	52	PT	Hourly	20.00	\$24.89	Week	\$25,885.60	\$27,309.56	
Brattleboro Town	11646	Assistant Assessor	3/26/2018	52	PT	Hourly	21.51	\$23.58	Week	\$26,378.00	\$25,438.47	
Underhill Town	3053	Assessing Clerk	5/15/2017	52	FT	Hourly	35.00	\$15.45	Week	\$28,119.00	\$36,306.40	
Bolton Town	1353	Assistant Assessor	1/20/2011	52	PT	Salary	40.00	\$13.75	Week	\$28,600.00		
Fairfax Town	4574	Assessor	8/10/2005	52	PT	Hourly	22.00	\$26.52	Week	\$30,338.88	\$29,446.45	
St. Albans Town	6348	Assistant Assessor	6/20/2016	52	PT	Hourly	23.50	\$31.86	Week	\$38,933.00		
Springfield Town	9086	Assessor (Chief)	7/20/2007	52	FT	Hourly	40.00	\$26.33	Week	\$54,766.40		
Wilmington Town	1771	Lister Administrat	3/1/1984	52	FT	Hourly	40.00	\$26.10	Week	\$55,172.00	\$54,029.47	OT
Stowe Town	4406	Town Appraiser	8/1/2012	52	FT	Salary	40.00	\$39.69		\$60,080.28	\$50,870.24	
Brattleboro Town	11646	Assessor	9/22/2016	52	FT	Hourly	23.08	\$51.95	Week	\$62,341.50	\$59,417.87	
Manchester Town	4285	Assessor	3/15/2019	52	FT	Hourly	40.00	\$30.21	Week	\$62,830.00		LGV
Milton Town	10761	Assessment Clerk	7/21/2014	52	PT	Hourly	15.00	\$21.63	Week	\$62,830.00	\$9,694.44	
Bennington Town	15239	Assessor (Chief)	6/26/2006	52	FT	Hourly	40.00	\$31.77	Week	\$66,081.60	\$64,003.61	
Essex Town	20901	Assessor	12/17/2018	52	FT	Salary	40.00	\$36.08	Week	\$76,072.36	\$1,413.46	

ATTACHMENT D

[BOARD OF LISTERS PAY RATE DATA]

BOARD OF LISTERS															
2019 Salary & Benefits Study - Vermont															
	Organization	Pop.	Hire Date	Pay Cycles	Job Type	Pay Type	Hours		Pay Period	Rate		Salary		Prior Year	Other Titles
1	Williamstown Town	3446	3/31/2015	1	PT	Hourly	1.50		Year	\$10.78		\$16.17		\$15.75	
2	Woodbury Town	878		1	PT	Hourly	4.50		Year	\$15.00		\$67.50		\$67.50	
3	Chelsea Town●	1290	2/27/2006	1	PT	Hourly	2.00		Week	\$48.08	\$4.00	\$96.15			
4	Bennington Town	15239	5/15/2012	1	PT	Hourly	19.00		Year	\$10.78		\$204.82		\$199.50	
5	Stowe Town●	4406	3/2/1999	1	PT	Stipend	1.00		Year	\$250.00		\$250.00		\$250.00	
6	Stowe Town●	4406	8/17/1989	1	PT	Stipend	40.00	7.00	Year	\$250.00		\$250.00		\$250.00	
7	Stowe Town●	4406	4/26/1994	1	PT	Stipend	40.00		Year	\$250.00		\$250.00		\$250.00	
8	Bridport Town●	1223	4/20/2018	1	PT	Hourly			Year	\$10.50		\$375.00			
9	Randolph Town	4715	7/28/1997	52	PT	Hourly	10.00		Week	\$14.79		\$399.33			
10	Strafford Town	1122	3/27/2012	1	PT	Stipend	1.00		Year	\$400.00		\$400.00			
11	Strafford Town	1122	3/2/2015	1	PT	Stipend	1.00		Year	\$400.00		\$400.00		\$400.00	
12	Strafford Town	1122	3/14/2018	1	PT	Stipend	1.00		Year	\$400.00		\$400.00		\$400.00	
13	Strafford Town	1122	3/7/2017	1	PT	Stipend	8.00		Year	\$400.00		\$400.00		\$400.00	
14	Braintree Town●	1105	4/4/2014	1	PT	Hourly	30.00	6.00	Year	\$14.00		\$420.00		\$406.00	
15	Fairlee Town●	1057	5/2/1991	1	PT	Hourly	15.00		Year	\$30.00		\$450.00		\$723.97	
16	Londonderry Town●	1582	3/3/2015	52	PT	Hourly	39.75		Week	\$12.48		\$496.08		\$496.08	
17	Springfield Town●	9086	3/6/2018	1	PT	Stipend			Year	\$500.00		\$500.00			
18	Springfield Town●	9086	3/25/2019	1	PT	Stipend			Year	\$500.00		\$500.00			
19	Bridport Town●	1223	3/5/2016	1	PT	Hourly	50.00		Year	\$10.50		\$516.00			
20	Hyde Park Town	3014	3/10/2009	4	PT	Hourly	10.00		Quarter	\$13.75		\$550.00			
21	Bennington Town	15239	6/25/2018	52	PT	Hourly	50.00		Year	\$10.78		\$560.56			
22	Walden Town●	1000		1	PT	Hourly	40.00		Year	\$15.00		\$600.00			
23	Hyde Park Town	3014	6/24/1998	1	PT	Hourly	10.00		Week	\$14.00		\$600.00		\$593.00	
24	Brattleboro Town	11646	7/1/2005	2	PT	Stipend	1.00		Quarter	\$300.00		\$600.00		\$600.00	
25	Brattleboro Town	11646	9/13/2011	2	PT	Stipend	1.00		Quarter	\$300.00		\$600.00		\$600.00	
26	Readsboro Town	727	6/19/2006	52	PT	Hourly	1.34		Week	\$10.50		\$729.75		\$739.08	
27	Grafton Town	663	3/1/2016	52	PT	Hourly	1.38		Week	\$10.78		\$770.77		\$828.00	
28	Guilford Town	2065	3/5/2015	52	PT	Hourly	1.20		Week			\$987.00			
29	Landgrove Town	109		1	PT	Stipend	2.00		Month	\$1,000.00		\$1,000.00			
30	Weston Town●	544	3/6/2018	1	PT	Stipend	1.00		Year	\$1,000.00		\$1,000.00		\$1,000.00	
31	Weston Town●	544	3/7/2017	52	PT	Stipend	5.77		Week	\$1,000.00		\$1,000.00		\$1,000.00	
32	Stowe Town●	4406	3/7/2017	4	PT	Stipend	1.00		Quarter	\$250.00		\$1,000.00			
33	St. Johnsbury Town	7375	3/28/2016	1	PT	Stipend	1.00		Week	\$1,000.00		\$1,000.00		\$1,000.00	
34	St. Johnsbury Town	7375	5/2/2018	1	PT	Stipend	1.00		Year	\$1,000.00		\$1,000.00		\$1,000.00	
35	Bennington Town	15239	4/28/2014	52	PT	Hourly	50.00		Year	\$20.00		\$1,000.00		\$331.75	Code Enf.
36	Warren Town	1716		1	PT	Hourly	20.00		Year	\$51.26		\$1,025.15			
37	Wilmington Town●	1771	9/2/2008	1	PT	Hourly	60.00	4.00	Year	\$18.00		\$1,080.00		\$891.00	
38	Brattleboro Town	11646	3/5/2019	4	PT	Stipend	1.00		Quarter	\$300.00		\$1,200.00			
39	Bethel Town●	2196	5/4/2018	52	PT	Hourly	1.54		Week	\$15.50		\$1,240.00		\$1,611.00	
40	Braintree Town●	1105	3/1/2016	52	PT	Hourly	1.71		Week	\$14.00		\$1,242.50		\$542.50	
41	Cavendish Town●	1366	2/1/2015	52	PT	Hourly	2.00		Week	\$12.83		\$1,334.32		\$910.92	
42	Dover Town	1203	3/7/2000	52	PT	Hourly	1.99		Week	\$15.00		\$1,554.00		\$1,554.00	
43	Bridport Town	1223	6/29/2012	1	PT	Hourly			Year	\$15.00		\$1,583.00			
44	Wilmington Town●	1771	3/7/2011	52	PT	Hourly	1.69		Week	\$18.00		\$1,584.00		\$1,584.00	
45	Calais Town	1534		52	PT	Hourly	3.00		Week	\$20.00	\$4.00	\$1,690.00		\$4,020.00	
46	Hyde Park Town	3014	4/1/1989	52	PT	Hourly	2.42		Week	\$14.00		\$1,760.50		\$1,741.88	
47	Wilmington Town●	1771	3/2/2011	52	PT	Hourly	2.00		Week	\$18.00		\$1,872.00		\$994.50	
48	Bethel Town●	2196	3/5/2013	52	PT	Hourly	3.00		Week	\$12.90		\$2,012.40		\$2,037.13	
49	Stowe Town	4406	1/1/2013	52	PT	Hourly	1.00		Week	\$40.12		\$2,086.24			
50	Cavendish Town●	1366	8/4/1986	52	PT	Hourly	2.50		Week	\$16.91		\$2,198.30		\$951.67	
51	Hardwick Town●	2907	10/5/2017	52	PT	Hourly	2.86		Week	\$15.00		\$2,231.25		\$2,231.25	
52	Grafton Town	663	6/3/2010	52	PT	Hourly	3.63		Week	\$12.00		\$2,268.00		\$2,268.00	
53	Brownington Town●	1052		52	PT	Hourly	10.87		Week			\$2,400.00			
54	Huntington Town	1914	12/17/2015	52	PT	Hourly	3.13		Week	\$15.25		\$2,485.75		\$2,386.05	
55	Westford Town	2019	12/2/1996	52	PT	Hourly	3.00		Week	\$16.03		\$2,500.68		\$1,793.34	
56	Albany Town●	921		52	PT	Hourly	2.00		Week	\$25.00		\$2,600.00		\$2,600.00	
57	Williamstown Town	3446	3/29/2011	52	PT	Hourly	4.69		Week	\$10.78		\$2,627.63		\$5,502.88	
58	Huntington Town	1914	1/2/2003	52	PT	Hourly	3.51		Week	\$15.25		\$2,783.13		\$2,667.41	Elections
59	Franklin Town●	1414	3/1/1988	52	PT	Hourly	5.00		Week	\$10.78		\$2,802.80		\$2,727.38	

60	Calais Town	1534	12/6/2017	52	PT	Hourly	3.00		Week	\$20.00		\$3,009.00		\$5,044.00	
61	Braintree Town●	1105	12/23/2013	52	PT	Hourly	3.64		Week	\$16.00		\$3,032.00		\$1,684.00	
62	East Montpelier Town●	2596	11/17/2008	52	PT	Hourly	3.70		Week	\$17.50		\$3,364.38		\$3,204.76	
63	Wilmington Town●	1771	11/17/2010	52	PT	Hourly	3.78		Week	\$18.00		\$3,537.00		\$3,537.00	
64	East Montpelier Town●	2596	3/1/2016	52	PT	Hourly	3.90		Week	\$17.50		\$3,548.13		\$3,378.15	
65	Wilmington Town●	1771	6/5/2011	52	PT	Hourly	3.88		Week	\$18.00		\$3,636.00		\$3,636.00	
66	Hardwick Town●	2907	4/1/2002	52	PT	Hourly	5.35		Week	\$15.00		\$4,170.00		\$4,173.00	
67	Grafton Town	663	6/7/2010	52	PT	Hourly	7.27		Week	\$12.00		\$4,536.00		\$4,516.50	
68	Westminster Town●	3068		52	PT	Hourly	3.00		Week	\$30.83		\$4,810.00			
69	Westford Town	2019	7/25/1988	52	PT	Hourly	4.67		Week	\$19.96		\$4,850.28		\$4,804.01	
70	Hardwick Town●	2907	2/17/1994	52	PT	Hourly	6.32		Week	\$15.00		\$4,927.50		\$5,059.50	
71	Arlington Town	2543		52	PT	Hourly	16.00		Week	\$6.01		\$5,000.00			
72	Plymouth Town●	494	3/12/2019	52	PT	Hourly	8.00		Week	\$12.30		\$5,115.00			
73	Dummerston Town●	1867		52	PT	Hourly	12.00		Week	\$9.44		\$5,891.33			
74	Westford Town	2019	3/28/2016	52	PT	Hourly	8.00		Week	\$15.49		\$6,443.84			
75	Jericho Town	5055	9/16/2009	52	PT	Hourly	5.83		Week	\$21.70		\$6,575.10		\$6,298.09	
76	Windsor Town	3439	7/1/2001	52	PT	Hourly	5.00		Week	\$25.49		\$6,627.40		\$6,602.75	
77	Hyde Park Town	3014	3/14/2008	52	PT	Hourly	7.08		Week	\$18.73	\$3.00	\$6,892.64		\$6,729.18	
78	&over Town●	534		52	PT	Hourly	9.00		Week	\$14.96		\$7,000.00			
79	Chittenden Town●	1245	3/15/2019	1	PT	Hourly	4.00		Week	\$13.77		\$7,000.00		\$7,000.00	
80	Chelsea Town	1290	10/17/2013	52	PT	Hourly	9.00		Week	\$14.96		\$7,000.00			
81	Fairlee Town●	1057	1/26/2012	52	PT	Hourly	9.08		Week	\$15.00		\$7,080.38		\$7,080.38	
82	Readsboro Town	727	4/1/2010	52	PT	Hourly	7.38		Week	\$18.50		\$7,104.00		\$6,912.13	
83	Sunderl& Town●	898	7/18/2017	12	PT	Stipend	2.00		Month	\$300.00		\$7,200.00			
84	Williamstown Town	3446	7/21/2016	52	PT	Hourly	5.00		Week	\$30.00		\$7,800.00		\$4,268.25	
85	Bethel Town●	2196	9/16/1999	52	PT	Hourly	9.00		Week	\$16.83		\$7,876.44		\$7,667.04	
86	Pomfret Town	1008		52	PT	Hourly	10.00		Week	\$17.00	\$3.00	\$8,840.00		\$6,902.00	
87	Ryegate Town●	999		52	PT	Hourly	8.00		Week	\$22.33		\$9,288.07			
88	East Montpelier Town●	2596	5/6/2003	52	PT	Hourly	11.83		Week	\$17.50		\$10,766.88	\$41.00	\$10,289.16	
89	Rockingham & Bellows Falls	5092	5/18/2010	52	PT	Hourly	13.99		Week	\$16.50	\$8.00	\$12,003.75			
90	Grafton Town	663	3/5/2019	52	PT	Hourly	20.00		Week	\$12.00		\$12,480.00			
91	&over Town●	534		52	PT	Hourly	20.00		Week	\$12.50		\$13,000.00			
92	Danville Town	2230		52	PT	Hourly	15.00		Week	\$17.20		\$13,416.00			
93	Plymouth Town●	494	12/5/2005	52	PT	Hourly	16.00		Week	\$17.11		\$14,235.00			
94	Plymouth Town●	494	3/13/2006	52	PT	Hourly	16.00		Week	\$17.11		\$14,235.00			
95	Jericho Town	5055	12/2/2009	52	PT	Hourly	12.97		Week	\$21.70		\$14,636.65		\$14,067.86	
96	Groton Town●	995	3/9/2012	52	PT	Hourly	17.83		Week	\$16.00		\$14,836.00		\$12,574.79	
97	Lincoln Town	1340		52	PT	Hourly	15.00		Week	\$20.08		\$15,666.00			Assist.
98	Rockingham & Bellows Falls	5092	3/4/2008	52	PT	Hourly	16.48		Week	\$18.59		\$15,931.63			
99	Rockingham & Bellows Falls	5092	3/3/2004	52	PT	Hourly	15.18		Week	\$20.47		\$16,161.07			
100	Fayston Town	1298	3/15/2015	52	PT	Hourly	24.00		Week	\$13.78		\$17,200.00			
101	Groton Town●	995	10/9/2006	52	PT	Hourly	19.98		Week	\$19.73		\$20,503.22	\$13.00	\$19,848.43	
102	Cambridge Town●	3802	11/6/2017	52	PT	Hourly	21.00		Week	\$19.37		\$21,152.00			
103	Cambridge Town	3802	1/3/2017	52	PT	Hourly	21.00		Week	\$19.37		\$21,152.04			
104	Fairlee Town●	1057	2/1/1993	52	FT	Hourly	34.88		Week	\$13.00		\$23,577.56		\$23,577.56	
105	Cambridge Town●	3802	1/1/2003	52	PT	Hourly	21.00		Week	\$25.75		\$28,120.00			
106	Charlotte Town●	3818	9/14/2012	52	PT	Hourly	25.00		Week	\$21.99		\$28,587.00		\$25,157.00	
107	Randolph Town●	4715	6/18/2014	52	FT	Hourly	36.94		Week	\$20.40		\$39,184.32	\$6.00	\$40,464.00	
108	Weathersfield	2700		52	PT	Hourly			Week			\$43,455.00		\$37,945.00	
109	Stratton Town	235	3/20/2000	52	PT	Hourly	32.94		Week	\$27.68		\$47,415.84		\$45,183.71	DTC
110	Pittsfield Town	412		52	PT	Hourly			Week						
111	Tinmouth Town	601		1	PT	Hourly			Year						
112	Stockbridge Town●	684			PT	Hourly				\$15.00	\$16.00				
113	Jamaica Town●	827			PT	Hourly	10.00	18.00	Week	\$17.99	\$5.00				
114	Sunderl& Town●	898	3/14/1998	1	PT	Hourly	20.00	16.00	Year						
115	Cornwall Town●	1045		52	PT	Hourly	8.00		Week						
116	West Windsor Town●	1106	4/6/2016	12	PT	Hourly			Month						
117	West Windsor Town●	1106	5/1/2001	12	PT	Hourly			Month						
118	Irasburg Town	1241			PT	Hourly				\$15.00					
119	Pittsford Town	2870			PT	Hourly	40.00			\$25.00	\$4.00				

TOWN OF WEATHERSFIELD, VERMONT

TRANSFER STATION PERMIT STICKER POLICY

I. AUTHORITY

This Policy is adopted pursuant to the authority granted in 24 V.S.A. § 1972.

II. PURPOSE

To create a logical system to control the use of the Weathersfield Transfer Station and ensure only residents of Weathersfield, Reading, and West Windsor are using the Transfer Station to dispose of trash, recyclables, and other materials in a proper and environmentally friendly manner, and in accordance with the laws of the State of Vermont.

III. DEFINITIONS

1. **Permit Sticker** – A sticker affixed to the lower right-hand corner of the windshield on a resident's vehicle displaying the Town of Weathersfield's Seal, a Permit Sticker Number, and Weathersfield Transfer Station.
2. **Resident** – a Person living within the boundaries of the Towns of Weathersfield, West Windsor, or Reading.
3. **Solid Waste Fee Assessment Policy** – Policy adopted on August 5, 2004 and amended on [REDACTED] to establish a standardized procedure for the assessment and collection of solid waste management fees on property within the Towns of Weathersfield, West Windsor, and Reading.
4. **Transfer Station** – A site located at 5024 VT-106, Perkinsville, VT 05151 where recyclables and refuse are collected and sorted in preparation for processing or landfill.

IV. PROCEDURES

1. General

A Permit Sticker is required in order for residents to use the Transfer Station. Weathersfield Residents may obtain a permit sticker at the Town Office located at 5259 US Route 5, Ascutney, VT 05030. West Windsor Residents may obtain a permit sticker at the Town Office located at 22 Brownsville-Hartland Rd, West Windsor, VT 05089. Reading Residents may obtain a permit sticker at 799 VT-106, Reading, VT 05062.

2. Proof of Residence

A valid vehicle registration displaying a Weathersfield, West Windsor, or Reading address is required to obtain a Permit Sticker. If a vehicle is leased through a leasing company, or if a resident is new and hasn't changed the address on the registration, a valid driver's license will be necessary in addition to the vehicle's registration for proof of residence.

TOWN OF WEATHERSFIELD, VERMONT

TRANSFER STATION PERMIT STICKER POLICY

3. Assignment of 1 or more Permit Stickers to a Residence

If a resident has one (1) or more vehicles assigned to their residence, an additional Permit Sticker will be provided to said resident at NO additional charge, contingent upon the vehicle registration and driver's license matching said residence in Weathersfield. Only one (1) Permit Sticker will be distributed per vehicle.

4. Lost or Stolen Permit Stickers

If a Permit Sticker is lost or stolen, the resident shall notify their respective Town Office and request a replacement sticker for said vehicle by providing the vehicles registration number and the address associated with it. The Town will void the lost or stolen permit sticker in our system and distribute a new Permit Sticker at NO additional charge.

5. Replacement of Vehicle

In the case a vehicle is replaced, the resident shall notify their respective Town Office and request a replacement sticker for the new vehicle by providing the vehicles registration number and the address associated with it. The Town will void the old Permit Sticker in our system and distribute a new Permit Sticker at NO additional charge. *Note: When possible, residents are asked to remove the old permit sticker from the vehicle their selling and dispose of it. Although the old sticker will be voided, disposing of the Permit Sticker will prevent potential cases of Permit Sticker Fraud in the future.*

6. Expiration of Permit Stickers

Permit Stickers shall not expire and will not need to be renewed from year to year.

V. EXCEPTIONS

1. Campgrounds:

In the case where a renter wishes to utilize the Transfer Station, he/she shall obtain a Permit Sticker with a 6-month expiration date affixed and shall be yellow in color. The renter will be subject to the Solid Waste Fee Assessment Policy, Section 3 (a).

2. Multiple Family Dwellings & Rental Units:

In the case where the occupant of any additional units other than the Owner wishes to utilize the Transfer Station, he/she shall receive a Permit Sticker with a 12-month expiration date affixed and shall be orange in color. The occupant is subject to the Solid Waste Fee Assessment Policy, Section 3 (c).

VI. INCONSISTENT POLICIES REPEALED

This Policy shall replace any provisions of any Policy of the Town of Weathersfield in effect at the time of enactment of this Policy governing any activity included in this Policy.

TOWN OF WEATHERSFIELD, VERMONT
TRANSFER STATION PERMIT STICKER POLICY

VII. SEVERABILITY

If any section, subsection, subdivision, paragraph, sentence, clause, or phrase of this Policy, or any part thereof, is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Policy or any part thereof.

The Select Board hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase thereof irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases be declared unconstitutional or ineffective.

VIII. EFFECT

No section of this Policy shall be construed to supersede or replace any Vermont statute.

This Policy shall be entered in the minutes of the Select Board's meeting.

The foregoing amended Policy is hereby adopted by the Select Board of the Town of Weathersfield, Vermont, this 16th day of October 2020, and is effective as of this date until amended or repealed.

WEATHERSFIELD SELECT BOARD

David Fuller, Chairperson

Michael Todd, Vice Chairperson

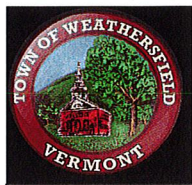
Joseph Jarvis, Clerk

Paul Tillman, Selector

TOWN OF WEATHERSFIELD, VERMONT
TRANSFER STATION PERMIT STICKER POLICY

John Arrison, Selector

Meeting date November 16, 2020
 AP warrant date 11/16/20
 Payroll warrant date 1 11/05/20
 Payroll warrant date 2 11/12/20



TOWN OF WEATHERSFIELD, VERMONT

Warrants for Meeting of November 16, 2020

	Check Date	Payroll	Operating Expenses
General Fund			
	11/5/2020	\$6,278.72	
	11/12/2020	\$6,458.86	
AP	11/16/2020		\$25,347.45
Total		\$12,737.58	\$25,347.45
Highway Fund			
	11/5/2020	\$3,642.98	
	11/12/2020	\$3,676.38	
AP	11/16/2020		\$4,416.52
		\$7,319.36	\$4,416.52
Solid Waste Mgmt Fund			
	11/5/2020	\$767.27	
	11/12/2020	\$759.28	
AP	11/16/2020		\$14,962.32
Total		\$1,526.55	\$14,962.32
Library	11/5/2020	\$953.80	
	11/12/2020	\$965.55	
Total		\$1,919.35	\$0.00
Grants			
Special Revenue			\$0.00
Reserves			
Long Term Debt			
Grand Totals		\$23,502.84	\$44,726.29

Selector

To the Treasurer of the Town of Weathersfield, we hereby certify that there is due to the several persons whose names are listed hereon the sum against each name and that there are good and sufficient vouchers supporting the payments aggregating \$68,229.13. Let this be your order for the payments of these amounts.

11/13/20

Town of Weathersfield Accounts Payable

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01:04 pm

Check Warrant Report # 19364 Current Prior Next FY Invoices For Fund (General Fund)

payroll

For Check Acct 1(General Fund) All check #s 11/16/20 To 11/16/20

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
BIBENS	BIBENS HOME CENTER INC.	11/09/20	Rubber Plug & Wire L58452	11-7-207-30.00 WWVFD Funding	4.78	223103	11/16/20
BIBENS	BIBENS HOME CENTER INC.	11/09/20	Rubber Plug & Wire L58452	11-7-207-30.00 WWVFD Funding	4.99	223103	11/16/20
BIBENS	BIBENS HOME CENTER INC.	11/09/20	Rubber Plug & Wire L58452	11-7-207-30.00 WWVFD Funding	17.99	223103	11/16/20
BIBENS	BIBENS HOME CENTER INC.	11/09/20	Rubber Plug & Wire L58452	11-7-207-30.00 WWVFD Funding	8.85	223103	11/16/20
BIBENS	BIBENS HOME CENTER INC.	11/09/20	Rubber Plug & Wire L58452	11-7-207-30.00 WWVFD Funding	1.99	223103	11/16/20
BIBENS	BIBENS HOME CENTER INC.	11/09/20	Rubber Plug & Wire L58452	11-7-207-30.00 WWVFD Funding	-14.99	223103	11/16/20
BIBENS	BIBENS HOME CENTER INC.	11/09/20	Rubber Plug & Wire L58452	11-7-207-30.00 WWVFD Funding	-7.99	223103	11/16/20
CAI TECHN	CAI TECHNOLOGIES	11/09/20	WEBGIS Support 9002	11-7-104-25.00 Listers-Software agree	2400.00	223105	11/16/20
CAI TECHN	CAI TECHNOLOGIES	11/09/20	Axisgis upload tool 9003	11-7-104-25.00 Listers-Software agree	500.00	223105	11/16/20
CANON	CANON	11/09/20	Oct 20 copier 22065614	11-7-201-20.00 Police-Office Supplies	33.00	223106	11/16/20
CANON	CANON	11/09/20	Oct 20 copier 22065614	11-7-103-18.00 TC-Copier Usage/Supplies/	49.00	223106	11/16/20
COMPETIT	CCI MANAGED SERVICES	11/10/20	Nov 20 IT services CW-49883	11-7-101-25.05 GF-IT Services	1995.25	223108	11/16/20
EYEMED	COMBINED INSURANCE CO OF	11/09/20	Nov20 Premiums NOV20 PREMIU	11-7-601-14.10 Library-Insurance Benft	12.76	223109	11/16/20
EYEMED	COMBINED INSURANCE CO OF	11/09/20	Nov20 Premiums NOV20 PREMIU	11-7-201-14.10 Police-Insurance Benefits	21.46	223109	11/16/20
EYEMED	COMBINED INSURANCE CO OF	11/09/20	Nov20 Premiums NOV20 PREMIU	11-7-103-14.10 TC-Insurance Benefits	8.70	223109	11/16/20
COMCASTBU	COMCAST BUSINESS	11/09/20	Nov 20 Office internet 106826NOV20	11-7-101-31.00 GF-Telephone	218.16	223110	11/16/20
COMCASTBU	COMCAST BUSINESS	11/09/20	0009194WWVFD Nov 20 WWVFDNOV20	11-7-207-30.00 WWVFD Funding	144.72	223110	11/16/20
FAIRPOINT	CONSOLIDATED COMMUNICATIO	11/10/20	Oct 20 1879 School hse 6745347OCT20	11-7-302-39.00 1879 School house Maint	50.72	223111	11/16/20
CVC	CVC PAGING	11/09/20	Speaker Mic 10369824	11-7-207-45.15 Radio Repeater Fees	106.55	223112	11/16/20
DOLITL	DOOLITTLE'S PRINTSERVE, I	11/12/20	Scanned Maps 48576	11-7-105-45.50 Land Use Maps	6.00	223113	11/16/20
FORDCL	FORD OF CLAREMONT	11/10/20	service 40651	11-7-201-52.00 Repairs and Supplies	95.35	223114	11/16/20
GALLS	GALLS, LLC	11/09/20	Men's Fleece Hoody 016767246	11-7-201-15.00 Police-Uniforms and Clean	55.94	223116	11/16/20
GOLDEN	GOLDEN CROSS AMBULANCE IN	11/09/20	Nov 20 NOV 2020	11-7-204-45.00 Golden Cross Ambulance	1859.00	223118	11/16/20
GMP	GREEN MOUNTAIN POWER	11/09/20	DH Oct 20 200009 DHOC20	11-7-205-31.10 Fire Hydrant El Service	27.15	223120	11/16/20
GMP	GREEN MOUNTAIN POWER	11/09/20	Perkinsville Light Oct PERKVILLAGE	11-7-301-30.00 Electricity & Gas	231.06	223120	11/16/20

11/13/20

Town of Weathersfield Accounts Payable

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01:04 pm

Check Warrant Report # 19364 Current Prior Next FY Invoices For Fund (General Fund)

payroll

For Check Acct 1(General Fund) All check #s 11/16/20 To 11/16/20

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
GMP	GREEN MOUNTAIN POWER	11/09/20	Perkinsville Light Oct PERKVILLAGE	11-7-301-30.00 Electricity & Gas	69.09	223120	11/16/20
GMP	GREEN MOUNTAIN POWER	11/09/20	10/5-11/4/20 WWVFD WWFD 11/4	11-7-207-30.00 WWVFD Funding	133.15	223120	11/16/20
GRIFF	GRIFFIN D. CONSTRUCTION,	11/11/20	Salt shed overhead protec 2259	11-7-106-90.01 Exp. - Unspec. Res	12476.00	223121	11/16/20
GULNIK	GULNICK, BRANDON	11/11/20	Mileage 10/15-11/12/20 MILEAGEOCT20	11-7-101-29.20 GF-Travel/Mileage	40.14	223123	11/16/20
GULNIK	GULNICK, BRANDON	11/11/20	Mileage 10/15-11/12/20 MILEAGEOCT20	11-7-101-26.50 GF-Awards and Recognition	90.23	223123	11/16/20
HB ENERGY	HB ENERGY SOLUTIONS, INC	11/10/20	PORTABLE RESTROOM School 93120	11-7-101-24.10 GF-Office Equipment	400.00	223124	11/16/20
HB ENERGY	HB ENERGY SOLUTIONS, INC	11/10/20	PORTABLE RESTROOM School 93120	11-7-101-24.10 GF-Office Equipment	6.00	223124	11/16/20
HERSHENSO	HERSHENSON, CARTER, SCOTT	11/12/20	Zoning enforcement Nelson 25563	11-7-105-43.00 Legal Expense	72.68	223125	11/16/20
CAROLYNH	HIER, CAROLYN A.	11/09/20	Mileag Oct 20 OCT20MILEAGE	11-7-104-29.00 Expense Reimbursement	17.25	223126	11/16/20
STEVE HIE	HIER, STEVE	11/10/20	mileage 10/20 + 11/3 MILEAGE OCT	11-7-102-29.00 FIN-Expense Reimbursement	6.10	223127	11/16/20
STEVE HIE	HIER, STEVE	11/10/20	mileage 10/20 + 11/3 MILEAGE OCT	11-7-102-29.00 FIN-Expense Reimbursement	6.10	223127	11/16/20
LEAF	LEAF	11/12/20	Copier lease Nov 20 11200801	11-7-101-44.00 GF-Copier Lease	311.50	223128	11/16/20
VTAGHUMAN	OFFICE OF CHILD SUPPORT	11/05/20	Payroll Transfer PR-11/05/20	11-2-011-07.00 Garnishments	327.84	223129	11/16/20
VTAGHUMAN	OFFICE OF CHILD SUPPORT	11/12/20	Payroll Transfer PR-11/12/20	11-2-011-07.00 Garnishments	327.84	223129	11/16/20
PETE'S	PETE'S TIRE BARN, INC.	11/10/20	Tires 045220	11-7-201-53.50 Service to Police vehicl	1110.16	223130	11/16/20
PITNEY	PITNEY BOWES GLOBAL FINAN	11/11/20	lease 10/06/20-01/05/21 3312368103	11-7-101-21.00 GF-Postage	205.05	223131	11/16/20
RYMES	RYMES PROPANE & OIL	11/09/20	PreBuy Oil WWVFD PREBUYWWFD11	11-7-207-30.00 WWVFD Funding	1325.33	223132	11/16/20
SWCRP	SOUTHERN WINDSOR COUNTY R	11/11/20	4 large format map 111120	11-7-105-23.00 Printing	200.00	223133	11/16/20
SPURRS	SPURRS REPAIR	11/09/20	mount & balance tires 21850	11-7-201-52.00 Repairs and Supplies	80.00	223134	11/16/20
SPURRS	SPURRS REPAIR	11/09/20	mount & balance tires 21851	11-7-201-52.00 Repairs and Supplies	80.00	223134	11/16/20
TOWNWEATH	TOWN OF WEATHERSFIELD	11/05/20	Payroll Transfer PR-11/05/20	11-2-011-15.00 Miscellaneous Deduction	119.70	223136	11/16/20
VLCT MUNI	VLCT	11/09/20	Budget training 2020-21626	11-7-101-27.00 GF-Tuition and Dues	48.00	223138	11/16/20
WBMASON	WB MASON CO INC	11/11/20	Water & Rental Fee IS1197236	11-7-101-20.00 GF-Office Supplies	29.90	223139	11/16/20
WBMASON	WB MASON CO INC	11/11/20	Water & Rental Fee IS1197236	11-7-101-20.00 GF-Office Supplies	4.95	223139	11/16/20
CHOICECAR	COBRA ADMINISTRATION & HE	11/10/20	Nov 20 Basic Admin fee 40-508237	11-7-101-14.30 GF-COBRA Admin fee	30.00	223140	11/16/20

01:04 pm

Check Warrant Report # 19364 Current Prior Next FY Invoices For Fund (General Fund)
For Check Acct 1(General Fund) All check #s 11/16/20 To 11/16/20

payroll

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Report Total

25347.45

1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673, 2674, 2675, 2676, 2677, 2678, 2679, 2680, 26

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Town of Weathersfield Accounts Payable

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Check Warrant Report # 19364 Current Prior Next FY Invoices For Fund (Highway Fund)

payroll

For Check Acct 1(General Fund) All check #s 11/16/20 To 11/16/20

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
AIRGAS	AIRGAS USA, LLC	11/11/20	Oxygen, apron 9975245805	12-7-101-52.00 Repairs & Supplies	198.97	223099	11/16/20
APAL	APALACHEE MARINE	11/12/20	29.16 Salt 59335	12-7-101-58.15 Salt	2055.78	223101	11/16/20
BIBENS	BIBENS HOME CENTER INC.	11/09/20	Roofing / Handle 255231	12-7-101-52.00 Repairs & Supplies	7.35	223103	11/16/20
BIBENS	BIBENS HOME CENTER INC.	11/09/20	Roofing / Handle 255231	12-7-101-52.00 Repairs & Supplies	4.59	223103	11/16/20
BIBENS	BIBENS HOME CENTER INC.	11/09/20	Roofing / Handle 255231	12-7-101-52.00 Repairs & Supplies	8.54	223103	11/16/20
BIBENS	BIBENS HOME CENTER INC.	11/09/20	Roofing / Handle 255231	12-7-101-52.00 Repairs & Supplies	4.59	223103	11/16/20
BIBENS	BIBENS HOME CENTER INC.	11/10/20	Plywood, Tie down, Foam 255312	12-7-101-52.00 Repairs & Supplies	86.97	223103	11/16/20
BIBENS	BIBENS HOME CENTER INC.	11/10/20	Plywood, Tie down, Foam 255312	12-7-101-52.00 Repairs & Supplies	9.19	223103	11/16/20
BIBENS	BIBENS HOME CENTER INC.	11/10/20	Plywood, Tie down, Foam 255312	12-7-101-52.00 Repairs & Supplies	8.75	223103	11/16/20
BIBENS	BIBENS HOME CENTER INC.	11/10/20	Plywood, Tie down, Foam 255312	12-7-101-52.00 Repairs & Supplies	10.50	223103	11/16/20
BIBENS	BIBENS HOME CENTER INC.	11/10/20	Plywood, Tie down, Foam 255312	12-7-101-52.00 Repairs & Supplies	6.46	223103	11/16/20
BIBENS	BIBENS HOME CENTER INC.	11/10/20	Plywood, Tie down, Foam 255312	12-7-101-52.00 Repairs & Supplies	35.99	223103	11/16/20
BIBENS	BIBENS HOME CENTER INC.	11/10/20	Cap Hose Brass 255404	12-7-101-52.00 Repairs & Supplies	6.29	223103	11/16/20
BIBENS	BIBENS HOME CENTER INC.	11/10/20	Battery L59123	12-7-101-52.00 Repairs & Supplies	16.99	223103	11/16/20
BIBENS	BIBENS HOME CENTER INC.	11/10/20	Battery L59123	12-7-101-52.00 Repairs & Supplies	16.99	223103	11/16/20
BIBENS	BIBENS HOME CENTER INC.	11/09/20	Tape/Cleaner L59215	12-7-101-52.00 Repairs & Supplies	10.91	223103	11/16/20
BIBENS	BIBENS HOME CENTER INC.	11/09/20	Tape/Cleaner L59215	12-7-101-52.00 Repairs & Supplies	7.27	223103	11/16/20
BRENNTA	BRENNTAG LUBRICANTS	11/09/20	Ultrapure DEF 6735117	12-7-101-52.00 Repairs & Supplies	174.75	223104	11/16/20
EYEMED	COMBINED INSURANCE CO OF	11/09/20	Nov20 Premiums NOV20 PREMIU	12-7-101-14.10 HWY-Insurance Benefits	73.05	223109	11/16/20
COMCASTBU	COMCAST BUSINESS	11/10/20	HW Internet Oct 20 HW INT 1020	12-7-101-25.00 Internet Services	129.50	223110	11/16/20
F W WEBB	FW WEBB COMPANY	11/10/20	NIP 304SS 3/4 69139870	12-7-101-52.00 Repairs & Supplies	3.51	223115	11/16/20
GLOB	GLOBAL MONTELLO GROUP	11/11/20	Oct 20 Hwy Gas 264449	12-7-101-51.20 Gasoline	155.10	223117	11/16/20
GMP	GREEN MOUNTAIN POWER	11/09/20	HW 10/5-11/4/20 HW10/5-11/4	12-7-101-30.00 Electricity	169.38	223120	11/16/20
TEDKNOX	TED KNOX TREE SERVICE, LL	11/09/20	Birch Tree Gravelin Rd 4183	12-7-101-45.00 Contract Work	800.00	223135	11/16/20
ULST	UNIFIRST CORPORATION	11/09/20	Uniforms 10/02/20 0354524638	12-7-101-15.20 HWY-Uniforms & Cleaning	101.27	223137	11/16/20

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Town of Weathersfield Accounts Payable

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Check Warrant Report # 19364 Current Prior Next FY Invoices For Fund (Highway Fund)

payroll

For Check Acct 1(General Fund) All check #s 11/16/20 To 11/16/20

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
U1ST	UNIFIRST CORPORATION	11/09/20	Uniforms 11/06/20 0354534341	12-7-101-15.20 HWY-Uniforms & Cleaning	101.27	223137	11/16/20
U1ST	UNIFIRST CORPORATION	11/09/20	Uniforms 11/06/20 0354534341	12-7-101-15.20 HWY-Uniforms & Cleaning	101.27	223137	11/16/20
U1ST	UNIFIRST CORPORATION	11/12/20	Uniforms 11/13/20 0354536278	12-7-101-15.20 HWY-Uniforms & Cleaning	111.29	223137	11/16/20
Report Total					4416.52		

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Town of Weathersfield Accounts Payable

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01:04 pm

Check Warrant Report # 19364 Current Prior Next FY Invoices For Fund (Solid Waste)

payroll

For Check Acct 1(General Fund) All check #s 11/16/20 To 11/16/20

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
ALV	ALVA WASTE SERVICES, LLC.	11/09/20	Hauling Apr-Aug+Container 34365	21-7-102-45.00 Zero Sort contain &Tipp	914.00	223100	11/16/20
ALV	ALVA WASTE SERVICES, LLC.	11/09/20	Zero sort September 35533	21-7-102-45.00 Zero Sort contain &Tipp	3507.50	223100	11/16/20
ALV	ALVA WASTE SERVICES, LLC.	11/09/20	Hauling Sep+Container 35534	21-7-102-45.00 Zero Sort contain &Tipp	267.00	223100	11/16/20
BESTSEPTI	BEST SEPTIC SERVICE LLC	11/09/20	Sep 20 TS port a potty 23011	21-7-101-45.00 Contractual Rental Expens	110.00	223102	11/16/20
BESTSEPTI	BEST SEPTIC SERVICE LLC	11/09/20	Oct 20 TS port a potty 23576	21-7-101-45.00 Contractual Rental Expens	110.00	223102	11/16/20
BESTSEPTI	BEST SEPTIC SERVICE LLC	11/09/20	Nov 20 TS port a potty 24148	21-7-101-45.00 Contractual Rental Expens	110.00	223102	11/16/20
GOBIN	CASELLA WASTE SERVICES	11/10/20	C&D Container 10/19 0598708	21-7-101-45.26 C&D-Container Charge	251.13	223107	11/16/20
GOBIN	CASELLA WASTE SERVICES	11/10/20	C&D Container 10/19 0598708	21-7-101-45.26 C&D-Container Charge	251.13	223107	11/16/20
GOBIN	CASELLA WASTE SERVICES	11/10/20	C&D Container 10/19 0598708	21-7-101-45.25 Trash Container charge	251.13	223107	11/16/20
GOBIN	CASELLA WASTE SERVICES	11/10/20	C&D Container 10/19 0598708	21-7-101-45.05 Trash-Tippage	1018.25	223107	11/16/20
GOBIN	CASELLA WASTE SERVICES	11/10/20	C&D Container 10/19 0598708	21-7-101-45.10 C&D Tippage	281.32	223107	11/16/20
GOBIN	CASELLA WASTE SERVICES	11/10/20	C&D Container 10/19 0598708	21-7-101-45.10 C&D Tippage	423.63	223107	11/16/20
GOBIN	CASELLA WASTE SERVICES	11/09/20	C&D Container 10/26+10/27 0600946	21-7-101-45.10 C&D Tippage	325.44	223107	11/16/20
GOBIN	CASELLA WASTE SERVICES	11/09/20	C&D Container 10/26+10/27 0600946	21-7-101-45.10 C&D Tippage	339.79	223107	11/16/20
GOBIN	CASELLA WASTE SERVICES	11/09/20	C&D Container 10/26+10/27 0600946	21-7-101-45.26 C&D-Container Charge	251.13	223107	11/16/20
GOBIN	CASELLA WASTE SERVICES	11/09/20	C&D Container 10/26+10/27 0600946	21-7-101-45.26 C&D-Container Charge	251.13	223107	11/16/20
GOBIN	CASELLA WASTE SERVICES	11/09/20	C&D Container 10/26+10/27 0600946	21-7-101-45.25 Trash Container charge	251.13	223107	11/16/20
GOBIN	CASELLA WASTE SERVICES	11/09/20	C&D Container 10/26+10/27 0600946	21-7-101-45.05 Trash-Tippage	1343.70	223107	11/16/20
GOBIN	CASELLA WASTE SERVICES	11/12/20	C&D Container 11/04 0604223	21-7-101-45.26 C&D-Container Charge	251.13	223107	11/16/20
GOBIN	CASELLA WASTE SERVICES	11/12/20	C&D Container 11/04 0604223	21-7-101-45.26 C&D-Container Charge	251.13	223107	11/16/20
GOBIN	CASELLA WASTE SERVICES	11/12/20	C&D Container 11/04 0604223	21-7-101-45.25 Trash Container charge	251.13	223107	11/16/20
GOBIN	CASELLA WASTE SERVICES	11/12/20	C&D Container 11/04 0604223	21-7-101-45.05 Trash-Tippage	1274.20	223107	11/16/20
GOBIN	CASELLA WASTE SERVICES	11/12/20	C&D Container 11/04 0604223	21-7-101-45.10 C&D Tippage	328.75	223107	11/16/20
GOBIN	CASELLA WASTE SERVICES	11/12/20	C&D Container 11/04 0604223	21-7-101-45.10 C&D Tippage	382.81	223107	11/16/20
EYEMED	COMBINED INSURANCE CO OF	11/09/20	Nov20 Premiums NOV20 PREMIU	21-7-101-14.10 Insurance Benefits	4.61	223109	11/16/20

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Town of Weathersfield Accounts Payable

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01:04 pm

Check Warrant Report # 19364 Current Prior Next FY Invoices For Fund (Solid Waste)

payroll

For Check Acct 1 (General Fund) All check #s 11/16/20 To 11/16/20

Vendor		Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
COMCASTBU	COMCAST BUSINESS	11/10/20	TS internet Oct 20	21-7-101-31.00	109.55	223110	11/16/20
			TS INT OCT20	Telephone			
DOLITL	DOOLITTLE'S PRINTSERVE, I	11/09/20	FY21 TS extra stickers	21-7-101-23.00	135.00	223113	11/16/20
			48482	Permits/Disposal Tickets			
GOOD	GOOD POINT RECYCLING	11/10/20	Sept non ced	21-7-102-45.01	10.95	223119	11/16/20
			76267	Recycling Expense			
GOOD	GOOD POINT RECYCLING	11/10/20	Sept non ced	21-7-102-45.01	115.95	223119	11/16/20
			76267	Recycling Expense			
GMP	GREEN MOUNTAIN POWER	11/09/20	SW 10/5-11/4/20	21-7-101-30.00	154.70	223120	11/16/20
			SW 10/5-11/4	Electricity			
GRO	GROW COMPOST OF VERMONT L	11/09/20	Compost Oct 20	21-7-102-45.01	598.00	223122	11/16/20
			12547	Recycling Expense			
NERESREC	NORTHEAST RESOURCE RECOVE	11/13/20	Freon Units	21-7-102-45.01	837.00	223141	11/16/20
			76412	Recycling Expense			

Report Total

 14962.32
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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
BALLAM	BALLAM, MARION J.	E	13060	11/05/20	0.00	176.95
CONGDONJ	CONGDON, JENNIFER B.	E	13062	11/05/20	0.00	47.62
DANGOF	DANGO, FLORA ANN	E	13063	11/05/20	0.00	719.31
DANIELSWI	DANIELS, WILLIAM J.	E	13064	11/05/20	0.00	795.07
ESTYLYNNE	ESTY, LYNNETTE A.	E	13066	11/05/20	0.00	321.66
GRAHAMJ	GRAHAM, JOHN J.	E	13067	11/05/20	0.00	370.72
GULNICKB	GULNICK, BRANDON W.	E	13068	11/05/20	0.00	993.81
HIERCA	HIER, CAROLYN A.	E	13069	11/05/20	0.00	184.12
HIERS	HIER, STEVE A.	E	13070	11/05/20	0.00	153.48
MORANCY	MORANCY, WALTER W.	E	13076	11/05/20	0.00	907.76
MORSE	MORSE, MARTHA J.	E	13077	11/05/20	0.00	135.79
MORSESTEP	MORSE, STEPHANIE J.	E	13078	11/05/20	0.00	117.21
SAVAGE	SAVAGE, OLIVIA I.		47892	11/05/20	467.45	0.00
SMITH	SMITH, STEVEN		47893	11/05/20	186.29	0.00
TERRILL	TERRILL, SUSANNE	E	13082	11/05/20	0.00	849.90
WHIDDEN	WHIDDEN, BERT C.	E	13085	11/05/20	0.00	505.32
					-----	-----
					653.74	6278.72
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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
ESTYJO	ESTY, JOHN W.	E 13065	11/05/20	0.00	729.90
HUNTDON	HUNTLEY, DONALD A.	E 13071	11/05/20	0.00	572.90
LIVAS	LIVAS, PHILLIP A.	E 13072	11/05/20	0.00	557.23
LONGTIN	LONGTIN, ALEXANDER J.	E 13073	11/05/20	0.00	433.63
MOORER	MOORE, RAY A.	E 13075	11/05/20	0.00	41.82
PIPE	PIPE, SCOTT	E 13079	11/05/20	0.00	561.89
STAPLETON	STAPLETON, RAY E.	E 13081	11/05/20	0.00	745.61
				-----	-----
				0.00	3642.98
				=====	=====

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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
COLEMAN	COLEMAN, GLENNA J.	E	13061	11/05/20	0.00	122.36
RICHARDMA	RICHARDSON, MARK P.	E	13080	11/05/20	0.00	681.15
TOPOLSKI	TOPOLSKI, JUDITH A.	E	13083	11/05/20	0.00	150.29
					-----	-----
					0.00	953.80
					=====	=====

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Town of Weathersfield Payroll
Check Warrant Report #
Check date 11/05/20 to 11/05/20 Departments 211 to 211

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payroll

Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
MERICLE J	MERICLE, JAMES S.	E	13074	11/05/20	0.00	276.90
WATERST	WATERS, TYLER M.	E	13084	11/05/20	0.00	490.37
					-----	-----
					0.00	767.27
					=====	=====

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11/13/20
01:06 pm

Town of Weathersfield Payroll
Check Warrant Report #
Check date 11/12/20 to 11/12/20 Departments 111 to 111

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payroll

Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
BALLAM	BALLAM, MARION J.	E	13086	11/12/20	0.00	386.80
CONGDONJ	CONGDON, JENNIFER B.	E	13088	11/12/20	0.00	167.32
DANGOF	DANGO, FLORA ANN	E	13089	11/12/20	0.00	719.31
DANIELSWI	DANIELS, WILLIAM J.	E	13090	11/12/20	0.00	795.07
ESTYLYNNE	ESTY, LYNNETTE A.	E	13092	11/12/20	0.00	383.10
GRAHAMJ	GRAHAM, JOHN J.	E	13093	11/12/20	0.00	370.72
GULNICKB	GULNICK, BRANDON W.	E	13094	11/12/20	0.00	993.81
HIERCA	HIER, CAROLYN A.	E	13095	11/12/20	0.00	159.20
HIERS	HIER, STEVE A.	E	13096	11/12/20	0.00	153.48
MORANCY	MORANCY, WALTER W.	E	13102	11/12/20	0.00	907.76
MORSESTEP	MORSE, STEPHANIE J.	E	13103	11/12/20	0.00	62.80
SAVAGE	SAVAGE, OLIVIA I.		47894	11/12/20	574.12	0.00
SMITH	SMITH, STEVEN		47895	11/12/20	186.29	0.00
TERRILL	TERRILL, SUSANNE	E	13107	11/12/20	0.00	849.90
WHIDDEN	WHIDDEN, BERT C.	E	13111	11/12/20	0.00	509.59
					760.41	6458.86

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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
ESTYJO	ESTY, JOHN W.	E 13091	11/12/20	0.00	651.65
HUNTDON	HUNTLEY, DONALD A.	E 13097	11/12/20	0.00	580.20
LIVAS	LIVAS, PHILLIP A.	E 13098	11/12/20	0.00	557.84
LONGTIN	LONGTIN, ALEXANDER J.	E 13099	11/12/20	0.00	501.97
MOORER	MOORE, RAY A.	E 13101	11/12/20	0.00	41.82
PIPE	PIPE, SCOTT	E 13104	11/12/20	0.00	559.36
STAPLETON	STAPLETON, RAY E.	E 13106	11/12/20	0.00	783.54
				-----	-----
				0.00	3676.38
				=====	=====

***3,676.38

11/13/20
01:06 pm

Town of Weathersfield Payroll
Check Warrant Report #

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Check date 11/12/20 to 11/12/20 Departments 131 to 131

Employee Number	Employee Name	Check Number	Check Date	Net Amount	Elec Amount
COLEMAN	COLEMAN, GLENNA J.	E 13087	11/12/20	0.00	122.36
RICHARDMA	RICHARDSON, MARK P.	E 13105	11/12/20	0.00	681.15
TOPOLSKI	TOPOLSKI, JUDITH A.	E 13109	11/12/20	0.00	162.04
				-----	-----
				0.00	965.55
				=====	=====

*****965.55

11/13/20
01:06 pm

Town of Weathersfield Payroll
Check Warrant Report #
Check date 11/12/20 to 11/12/20 Departments 211 to 211

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payroll

Employee Number	Employee Name		Check Number	Check Date	Net Amount	Elec Amount
MERICLE J	MERICLE, JAMES S.	E	13100	11/12/20	0.00	277.00
WATERST	WATERS, TYLER M.	E	13110	11/12/20	0.00	482.28
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					0.00	759.28
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*****759.28