

TOWN OF WEATHERSFIELD, VERMONT

SELECT BOARD

Select Board
Martin Memorial Hall
5259 Route 5, Ascutney VT
Tuesday, February 18, 2020
7:00 PM
REGULAR MEETING

MINUTES

Select Board Members Present: N. John Arrison
Daniel Boyer
David Fuller
Kelly Murphy
Michael Todd (arrived at 7:19 PM)

Select Board Members Absent:

Brandon Gulnick, Town Manager

Others Present:

Steve Hier	Susan Boyer		
Paul Tillman	Lisa Slade		
Darlene Kelly	Butch Crandall		

1. Call to Order

Mr. Fuller called the meeting to order at 7:04 PM. (Note: SAPA TV was not present.)

2. Review minutes from previous meeting – 2/3/2020

Additions/corrections/deletions:

a. None.

Motion: To accept the minutes of February 3rd

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

Vote: All in favor

3. Review Corrected Minutes from Previous Meeting – 1/13/2020

Additions/corrections/deletions:

a.

Motion: To accept the corrected minutes of 1/13/2020

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

Vote: All in favor

4. Comments from Select Board/Town Manager and Citizens on Topics not on the Agenda

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Mr. Boyer thanked the road crew for keeping the roads clear during the latest snow storm.

Mr. Fuller reminded the board that they need to form a team for the upcoming Town Challenge (3/14/2020 at 7PM). Three people are needed for a team. Current or past board members can be on it.

Mr. Fuller said he has learned that there is an error in the ballot for the contested select board seat. The Town Clerk is handling it.

Ms. Murphy said she arrived at the Town Office one afternoon to find it locked for a staff meeting. She asked that the office give advance notice when the office needs to be closed. Mr. Gulnick said the closure had been posted on Facebook three days prior to the closure. He said this was an urgent situation. He did not anticipate needing to close the office again any time soon.

Mrs. Slade questioned the figures for delinquent taxes that are shown in the Town Report. There was much discussion about how delinquent taxes are reported each year. Mr. Hier said that the total amount of delinquent taxes has remained roughly the same for the past several years. The staff will look into the figures to confirm if they are correct. A correction sheet will be made available at Town Meeting if needed. (Mr. Todd arrived during this discussion.)

Mr. Fuller took up discussion of agenda item #11 at this point.

Cascade Falls Road Issues (Kathryn Adams)

(Note: Kate Adams was not present at the meeting.)

Mr. Boyer recused himself from the discussion.

Ms. Adams is asking the board to put up signage indicating the location of the Class 4 portion of Cascade Falls Road so as to keep travelers from coming down her driveway.

Mr. and Mrs. Boyer are opposed to the proposed location of the signs, asking that they be posted at the turn-around at the end of the Class 3 portion of the road.

Mr. Gulnick visited the site with Ray Stapleton. (He apologized to Mr. Boyer for not consulting with the neighbors while he was at the site.) Pictures of the site and the proposed signage were provided to the board. The signs would warn travelers that the road had become a Class 4, unmaintained road and to use at their own risk.

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Motion: To put a “Class 4 road – not maintained by town – use at your own risk” sign on the left and the right just before the turn-around.

Made by: Ms. Murphy **Second:** None

Motion fails.

More discussion ...

Motion: To table the discussion

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

Vote: 1 in favor, 3 opposed

It became apparent that the Class 4 road does not go near Ms. Adams’ driveway. The consensus of the board was that if people were driving down Ms. Adams’ driveway, it is not because of the location of the Class 4 road.

Motion: The board has reviewed photos and directions; received information from both parties and the board recommends that the private landowner install a sign suitable for their interest and this is not a town issue

Made by: Ms. Murphy **Second:** Mr. Todd

Vote: 3 in favor; 1 opposed; 1 abstained

Ms. Murphy asked that the town put up the Class 4 signs near the turnaround.

5. Town Manager Report

Mr. Gulnick asked to table this item to the next meeting when SAPA TV will be present as he would like more people to hear what he has to say. The board agreed to wait.

6. Consider a Vote to Appoint Brandon Gulnick as Town Health Officer

Motion: To recommend Brandon Gulnick to be appointed as Town Health Officer and to accept Dave Fuller’s resignation

Made by: Ms. Murphy **Second:** Mr. Todd

Vote: All in favor

7. Consider a Vote to Award Adams Trucking & Excavation the 2020/2021 Roadside Mowing Contract

Motion: To authorize the Town Manager to award Adams Trucking & Excavation the Roadside Mowing Contract for 2020/2021; sum not exceed \$9960

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

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There was much confusion about what the sum of \$9,960 actually represents – does it represent two years' worth of mowing? How many miles? In total or per year?

Because of the confusion, the board agreed to table the award until the terms are clarified.

Mr. Boyer withdrew his motion.

8. Consider a Vote to Change the March 2nd Meeting to March 5

Motion: To move the March 2nd board meeting to March 5th

Made by: Ms. Murphy **Second:** Mr. Todd

Vote: All in favor

9. Consider a Vote to Approve a Change to our Network Layout

Mr. Gulnick would like to have the network layout in the town office redone at a cost of \$3,625.29. After much discussion about how to pay for it and how it would be done, Mr. Fuller took the item off the table. He suggested that anyone interested in this topic to please see Mr. Gulnick. It was agreed that a new presentation on this matter was needed.

10. Consider a Vote to Approve the Certificate of Highway Mileage

Motion: To approve and sign the Certificate of Highway Mileage dated February 10, 2020

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

Vote: All in favor

11. Scheduled Appointment: Cascade Falls Road Issues (Kathryn Adams)

(See discussion above.)

12. Finance Director Semi-Annual Report

Ms. Kelly said that overall, everything is on target.

There was a bit of discussion about Ms. Kelly paying and tracking the bills for the West Weathersfield Volunteer Fire Department. Mr. Fuller took issue with this practice, stating that this was the first he had heard that the Town was doing the books for the fire department. Ms. Murphy said the town is not “doing the books”, just paying their bills and tracking the expenditures. This practice was put in place to rectify not knowing how the stipend was being spent.

13. Presentation of the FY19 Audit

Mr. Hier and Ms. Kelly went over the audit report with the board. Things continue to improve, with only one significant deficiency this year; mainly due to journal entries. (This was fixed a year ago, but too late not to be included in this year's audit report.)

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There were no material weaknesses this year; there were nine “other recommendations”. It was noted that high staff turnover caused some of the difficulties.

At 9:00 PM, Mr. Todd motioned to extend the meeting another 30 minutes. Mr. Boyer seconded the motion and all were in favor.

Ms. Kelly said net assets have increased in the period 2015-2019; reserve funds are up; long term debt is significantly reduced (down \$200,000). She said the town has done a good job paying down its debt.

14. Consider a Vote to Approve the FY19 Audit

Motion: To approve the audit as presented

Made by: Ms. Murphy **Second:** Mr. Todd

Ms. Murphy asked Ms. Kelly and Mr. Hier to update the matrix that they had made for the board last year (showing tasks needing to be done in relation to the audit) and resend it to the board.

Vote: All in favor

15. Consider a Vote to Approve an Application for a fireworks Display

Motion: To approve the application for a fireworks display for May 30, 2020 with no rain date for John and Patti Arrison

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

Vote: 1 abstention; 4 in favor

16. Consider a Vote to Approve a Large Gathering Permit

Motion: To approve the large gathering permit for John and Patti Arrison for May 30, 2020 and waive the fee

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

Vote: 1 abstention; 4 in favor

17. Consider a Vote to Grant a Use of Center Grove

Motion: To approve the use of the Center Grove by John and Patti Arrison on May 30, 2020 and waive the fees

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

Vote: 1 abstention; 4 in favor

18. Update on Town Meeting Presentation

(At 9:30 PM, Mr. Todd motioned to extend the meeting another 5 minutes. Mr. Boyer seconded the motion and all were in favor.)

Mr. Gulnick and Mr. Stapleton will present the budget and will call on select board members as needed to provide additional background or history.

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19. Approve Warrants

Motion: To approve the warrants for 2/18/2020 as follow:

General Funds	Operating Expenses	\$61,454.27
	Payroll	\$21,962.46
Highway Fund	Operating Expenses	\$19,824.37
	Payroll	\$9,844.78
Solid Waste Management Fund	Operating Expenses	\$2,915.74
	Payroll	\$1,498.31
Library	Operating Expenses	\$0.00
	Payroll	\$1,816.57
Grants	Operating Expenses	\$457.21
Special Revenue	Operating Expenses	\$0.00
Reserves		\$0.00
Long Term Debt		\$0.00
Grand Totals	Operating Expenses	\$84,651.59
	Payroll	\$35,122.12

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

Vote: All in favor

20. Any Other Business

There was no other business to discuss.

21. Adjourn

Motion: To adjourn the meeting

Made by: Ms. Murphy **Second:** Mr. Boyer

Vote: 2 opposed, 3 in favor

The meeting adjourned at 9:33 PM.

Respectfully submitted,

deForest Bearse

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WEATHERSFIELD SELECTBOARD

N. John Arrison, Selector

Daniel E. Boyer, Selector

David Fuller, Chairperson

Kelly Murphy, Selector

Michael Todd, Clerk