

**TOWN OF WEATHERSFIELD, VERMONT**

**SELECT BOARD**

**Select Board  
Martin Memorial Hall  
5259 Route 5, Ascotney VT  
Monday, March 15, 2021  
6:30 PM  
REGULAR MEETING**

**MINUTES  
APPROVED 4/5/2021**

**Select Board Members Present:** David Fuller  
Joseph Jarvis  
Kelly O'Brien  
Paul Tillman  
Michael Todd

**Select Board Members Absent:**

**Brandon Gulnick, Town Manager**

Others Present:

Lisa Slade	Ted Siegler		
Jeff Slade	Darrin Spaulding		
Howard Beach	Ray Stapleton		

Remote public participation in this meeting was facilitated via the ZOOM video-conferencing platform. 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 were made available at <https://www.weathersfieldvt.org/home/news/public-meetings-zoom>.

**1. Call to Order**

Mr. Fuller called the meeting to order at 6:33 PM.

**2. Public Hearing – Zoning Bylaw Updates**

Mr. Fuller opened the public hearing and read the ten sections of the Zoning Bylaws that were to be amended:

1. Habitat Areas - Section 3.2.4
2. Renewable Energy Production - Section 4.11
3. Renewable Energy Systems - Section 4.20
4. Definitions - Section 4.20.1
5. Small-Scale Renewable Energy Systems - Section 4.20.2
6. Large-Scale renewable Energy Systems - Section 4.20.3
7. General Standards - Section 4.20.4
8. Variances for Renewable Energy Structures - Section 6.10.2
9. Definitions - Including:
  - a. Building Height

**TOWN OF WEATHERSFIELD, VERMONT**  
**SELECT BOARD**

- b. Structure Height
- c. Structure
- d. Building
- e. Minor Structures
- 10. Compliance with State and Federal Law

The Town Manager summarized the procedural steps taken to date by the Planning Commission for the amendment of zoning bylaws and explained what could take place at this public hearing. The Land Use Administrator was present at the meeting, but had no comments. Planning Commissioner Howard Beach was present and provided additional details about the proposed amendments. After discussion began, there developed some confusion over specifics. There was no doubt that the Planning Commission had met the letter of the law regarding process - the confusion arose mainly from the manner in which the bylaws changes were published. It was agreed to continue the hearing so details could be clarified.

**Motion:** To continue the hearing to the April 5<sup>th</sup> meeting

**Made by:** Mr. Tillman    **Second:** Ms. O'Brien

**Vote:** Unanimous in favor

**3. Comments from Select Board and Town Manager and Citizens on Topics not on the Agenda**

Mr. Fuller asked everyone to be patient with the condition of the roads – it is mud season after all.

Mr. Gulnick asked to have the presentation of the transfer station analysis moved up to item #6 on the agenda as Mr. Siegler was on the line. There were no objections.

Much gratitude to the Highway Department for limiting traffic on Thrasher Road to local traffic only. The reduction in daily traffic is making a difference in the condition of the road and is much appreciated by the residents who live on that road.

**4. Review of Policies**

- a. Conflict of Interest
- b. Ethics
- c. Conduct of Meetings & Hearings

Mr. Fuller gave a brief summary of each of the policies and called for questions. There were none.

**5. Vote to Donate \$1,000 for flag replacements on Route 5 and Route 106**

Jeff and Lisa Slade asked the Board for \$1,000 from the bottle redemption fund to replace flags and poles on Routes 5 and 106. There is currently \$2304 in the fund. Approximately \$50-\$80 is added to the fund every week.

# TOWN OF WEATHERSFIELD, VERMONT

## SELECT BOARD

**Motion:** To grant \$1000 from the bottle redemption fund at the transfer station for flag and pole replacements on Route 5 and Route 106.

**Made by:** Mr. Jarvis      **Second:** Mr. Tillman

**Vote:** Unanimous in favor

The Board thanked the Slades for doing this.

### **DSM Environmental – Transfer Station Analysis**

Ted Siegler gave a comprehensive financial analysis of the transfer station which included a review of its costs and options for raising revenues. Some of the highlights of the presentation included:

- This full-service transfer station serves three towns; accepts a wide variety of solid wastes; has fixed and variable costs; and a total FY2021 budget of \$292,341.
- Its capital costs include replacement of the compactor, a new concrete pad beneath the compactor, and replacement of the skid steer in the next 5-7 years.
- A third employee would be helpful to assist during busy times at the station and to provide coverage for sick/vacation time of the other employees.
- Estimated revenues for FY2021 are \$295,619
- The actual number of Weathersfield households using the station is unknown. It would be very helpful to know that number.
- There are a number of ways to allocate the costs – finding the fairest, most equitable way of distributing it between the three towns is the challenge.
- At the end of the day, the transfer station is more affordable for the users than a subscription pick-up service.
- The three towns want the transfer station to remain available and are working together to solve the financial issues associated with operating it.

Mr. Siegler answered questions from the Board and the public. There was no expectation of a decision at this meeting. The discussions will continue.

### **6. Review minutes from previous meetings – 3/4/2021**

#### **Additions/corrections/deletions:**

**Motion:** To pass the minutes of March 4, 2021

**Made by:** Mr. Tillman      **Second:** Mr. Jarvis

**Vote:** All in favor

### **7. February 2021 Finance Report**

Mr. Gulnick gave a comprehensive review of the Town's finances for the period 7/1/2020 to 2/28/2021. There were no red flags and all anomalies were easily explained, although utility costs continue to go over budget. Mr. Gulnick stated that the Board sees these reports first; he then reviews them with each of the departments.

### **8. DSM Environmental – Transfer Station Analysis**

(Covered above)

# TOWN OF WEATHERSFIELD, VERMONT

## SELECT BOARD

### 9. Highway Department Radios Proposal

Mr. Stapleton proposed renting a digital radio system which would allow the highway crew to communicate with each instantly from any part of Town (confirmed after two months of testing). This radio system is superior to the low-band radios and to cell phones. A 2-year contract with 12 radios would cost \$11,280, which Mr. Stapleton said could be covered by his current budget with no additional funds needed.

The Board had questions about the contract, if the system would be compatible with police and fire radio systems, and if efficiency of the highway department would be improved. It was agreed to table the discussion until additional information can be obtained.

**Motion:** To table the discussion

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

**Vote:** 3 in favor; 2 opposed

### 10. Select Board Goals – Discussion

Mr. Fuller polled the Board members for their goals for this year.

Mr. Fuller: Fire contract; Abbott property; transfer station; support Mr. Gulnick's efforts to improve office efficiency

Mr. Tillman: Maintenance plans for Martin Memorial Hall; fire contract; Abbott property; economic development; direction from the Select Board for the Planning Commission; listers vs nemrc

Mr. Jarvis: Increase community involvement; increase voter turnout;

Mr. Todd: Review employment policy – chain of command.

Mr. Gulnick: Provided a history of his short tenure as a new town manager which included:

- changes in the finance department personnel;
- hiring of a new land use administrator;
- changes in the select board with the 2021 election;
- organizational changes in the Town Office;
- fire department contracts (to be signed by the Board on April 5<sup>th</sup>); which will result in substantial changes in fire department finances and a new way of budgeting for them;
- the Tenney tree project; (the tree will be taken down Wednesday morning; its trunk will be transported to the highway garage until its pieces are distributed);
- the 2014 purchase and sale agreement – to be wrapped up this year;
- a transition in auditors – the RFP is out and due soon; the Board will choose at the second meeting in April;
- tax collection system is internally changing;
- development of a health department;
- delegation of Town Manager duties.

At 9:00 PM, the Board agreed to extend the meeting for ten minutes.

**Motion:** To extend the meeting 10 minutes

**Made by:** Mr. Tillman      **Second:** Ms. O'Brien

**TOWN OF WEATHERSFIELD, VERMONT**  
**SELECT BOARD**

**Vote:** All in favor

Mr. Gulnick continued:

- Finish the website;
- FY22 key goals:
  - refine our financial system;
  - develop 0-base budget;
  - execute the fire department contracts;
  - capital plan;
  - develop FY23 budget;
  - develop a productive grant system;
  - refine our reorganization;
  - become more involved with the planning commission and the zoning board.

**11. Town Manager Goals**

**12. Town Manager Performance Evaluation**

**13. Proposed Future Agenda Items**

**14. Accept resignation from Planning Commissioner**

**Motion:** To accept the resignation of Fred Kowalik from the Planning Commission

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

**Vote:** All in favor

There are two years left on this term.

**15. Appointments**

**Motion:** To appoint the following:

- Cheryl Cox, Patricia Nash, Ryan Gumbart, and Jeff Pelton to the Conservation Commission;
- Roderick Bates as Fence Viewer;
- Steve Aikenhead as Green Up Coordinator;
- Edith Stillson to the Martin Memorial Hall Board of Trustees;
- Peter Daniels to the Mt. Ascutney Regional Commission;
- Ray Stapleton, Deborah Richardson, and Cathy Vollman to the Parks and Recreation Commission;
- Ryan Gumbart as Tree Warden;
- John Broker-Campbell and Jamie Wyman to the Zoning Board of Adjustment.

**Made by:** Mr. Jarvis      **Second:** Mr. Tillman

Mr. Jarvis pointed out that 4 people were being appointed to 3 vacancies on the Conservation Commission. No one objected. No one was familiar with the Mt. Ascutney Regional Commission, but it is the board Mr. Daniels requested, so the Board went with it.

**TOWN OF WEATHERSFIELD, VERMONT**  
**SELECT BOARD**

**Vote:** All in favor

At 9:10 PM, the Board extended the meeting an additional 5 minutes.

**Motion:** To extend the meeting 5 minutes

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

**Vote:** All in favor

**16. Approve Warrants**

**Motion:** To approve the warrants for 3/15/2021 as follow:

General Funds	Operating Expenses	\$26,253.93
	Payroll	\$7,330.66
Highway Fund	Operating Expenses	\$8,322.04
	Payroll	\$4,305.84
Solid Waste Management Fund		
	Operating Expenses	\$11,987.15
	Payroll	\$757.63
Library	Operating Expenses	\$0.00
	Payroll	\$968.85
Grants	Operating Expenses	\$
Special Revenue	Operating Expenses	\$
MES		\$4,928.29 (from Fire Equipment Reserves)
Grand Totals	Operating Expenses	\$51,491.41
	Payroll	\$13,362.98

**Made by:** Mr. Todd      **Second:** Ms. O'Brien

**Vote:** All in favor

**17. Any Other Business**

Mr. Todd reminded the Board that they do not have a representative to the highway board and urged them not to forget to appoint someone.

**18. Adjourn**

**Motion:** To adjourn the meeting

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

**Vote:** All in favor

**TOWN OF WEATHERSFIELD, VERMONT**  
**SELECT BOARD**

The meeting adjourned at 9:15 PM.

Respectfully submitted,  
*deForest Bearse*

**WEATHERSFIELD SELECTBOARD**

\_\_\_\_\_,  
David Fuller, Chairperson

\_\_\_\_\_,  
Joseph Jarvis, Selector

\_\_\_\_\_,  
Kelly O'Brien, Clerk

\_\_\_\_\_,  
Paul Tillman, Selector

\_\_\_\_\_,  
Michael Todd, Vice- Chairperson