

Select Board Meeting
Martin Memorial Hall
5259 US Rte 5, Ascutney VT
DRAFT of Select Board Meeting Minutes
Monday February, 1, 2021 6:30 PM

Select Board Members Present:

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

Attendees: Olivia Savage

Online Attendees: Merilee Spanjian, Darrin Spaulding AVFD Chief. Josh Compo (WWVFD), Rosalie, Barbara (AVFD)

- 1.) Call to Order by Chair, David Fuller at 6:33 pm
- 2.) Comments from Select Board/Town Manager and Citizens not on the Agenda.

No comments from Selectboard

No comments from Town Manager

No comments from Citizens

- 3.) Review of minutes from previous meetings:

Approve the minutes from 1/26/21:

Paul Tillman made a motion to approve the minutes from 1/26/21.

Joey Jarvis – 2nd

No discussion

Vote – unanimous

- 4.) Schedule Appointment – Marilee Spanjian
- 5.)

- a. Volunteer Swap Shop

Marilee presented the idea of a volunteer swap shop at the Weathersfield Transfer Station. She found our previous swap shop invaluable. In brief, residents will be able to drop their unwanted items off at the Transfer Station (free of charge). Treasure hunters will be able to shop through these items and bring these items home with them (free of charge). Marilee has offered to volunteer doing this to help Weathersfield get this started.

Some issues that were discussed were:

- Monitoring
- Trash vs “Treasure”
- Discussion with Transfer Station Employees

Other suggestions made by the Selectboard were opening an online swap shop on Facebook or some other platform, a thrift store in town, etc.

6.) General Fund Balance Discussion

The Selectboard discussed the audited cumulative fund balance in the General Fund on January 19, 2021. The approved is in green. The orange requires a decision of the SB.

FY20 Cumulative Fund Balance - General Fund		
Purpose	Amount Used / Proposed	Amount remaining
Cumulative GF Fund Balance		\$ 170,890
FY21 Cruiser	\$17,000	\$ 153,890
Balance FY21 Budget	\$17,486	\$ 136,404
FY22 Tax Relief	\$33,000	\$ 103,404
Police Cruiser Reserves	\$25,000	\$ 78,404
Fire App Reserve	\$33,000	\$ 45,404
Fire Equip Reserve	\$10,000	\$ 35,404
FY22 Local Education Tax	\$24,023	\$ 11,381
Fy22 Contingency	\$11,381	\$ (0)

David Fuller explained that the FY 22 Education Tax is not exactly what it sounds like. This is the portion of the Education tax that is on a Disabled Veteran’s tax bill. These Veterans must qualify for State help in order to be approved for this program. There is an increase from ~\$17,000 to \$24,023.

John Arrison made a motion to accept the surplus of \$170,890 be disbursed per the list as noted.

Paul Tillman – 2nd

Discussion - John Arrison asked about the Veteran’s exemption and if there were additional people using this program.

Per David Fuller, there are additional people this year. You must be a disabled veteran in order to participate. The \$24,023 is for the entire year. Participants of this program pay the town tax; this only applies to the education tax. There will be no additional articles asking for funds.

Vote - unanimous

7.) Selectboard Webpage Review & Discussion

Weathersfield’s new website went live last week. We are meeting with all departments, committees,

commissions, and boards that have pages on the website to fine tune these pages.

Please review **** <https://www.weathersfieldvt.org/selectboard> ****

Brandon Gulnick, Town Manager asked the Selectboard to review and suggest changes for another review on 2/16/21.

Michael Todd asked that his term date be updated to '21.

David Fuller asked to please have the Selectboard meeting start time changed to 6:30pm.

Joey Jarvis suggested a tab for the Town website for people to pay their water bills.

Make note that the appointments will be made March 4th. The Zoning Board has 5 seats and the Planning Commission has 2 available seats.

8.) Town Meeting Presentation Discussion

- a. Key Speakers – John Booker Campbell
- b. Content - PowerPoint Presentation
 - i. Introductions – David Fuller
 - ii. Service Award – David Fuller
 - iii. General Fund Overview – Town Manager
 - iv. Highway Fund Overview
 - v. Solid Waste Overview – Paul Tillman
 - vi. Questions – Selectboard

9.) Fire Department Contracts Update

West Weathersfield Volunteer Fire Department proposed the following changes to the contract:

<u>Proposed Amendments</u>		
Page Number	Proposed Amendment	Reason
1.) Page 1 Witness	Change Effective Date from July 1, 2020 to March 1, 2021.	Contract has not been signed and is not currently effective.
2.) Page 1 Section 1.1	Change Term from 3 years to 1 year	WWVFD would like to see how the contract works for a year before moving into a 3-year contract.
3.) Page 2 Section 1.2	Change numeric to match written language of 180 days in section F & G.	Writing and numeric do not match.
4.) Page 2 Section 1.2	Change length of time to remedy issue in “Events of Termination” from 10 days to 30 days.	10 days is not enough time to resolve an issue.

Michael Todd made a motion to accept the WWVFD proposed edits to #1, 3 and 4 as noted and leave #2 (Change Term from 3 years to 1 year) to be entered into the unified contract.

Joey Jarvis – 2nd

No Discussion

Vote – unanimous

#5

Page 3 Section 2.2	EMS - Need language allowing firefighters to work under Golden Cross Ambulances License	There are WWVFD volunteers currently working under GCA license.
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Michael Todd made a motion to accept “EMS - Need language allowing firefighters to work under Golden Cross Ambulances License.”

Paul Tillman – 2nd

Discussion – Paul Tillman wanted to know if Golden Cross Ambulance was ok with them working under their license.

David Fuller said that it would be up to Golden Cross Ambulance to determine who could work under the GCA license.

John Arrison asked to combined section 2.2 and 2.1.1.

Vote – unanimous

#6

Principal Clerks Duties & Responsibilities for Fire Departments	WWVFD would like to see the Principal Clerks written into the contract.
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Michael Todd does not agree with this. The Principal Clerk works for Town Manager.

Brandon Gulnick, Town Manger noted that this was brought up in the event the Town Manager changes and restructures the office. There was concern regarding who would be in charge of the administrative duties.

Joey Jarvis agreed with Michael Todd.

Michael Todd suggested adding language that states that the administrative duties would remain with the Town.

Josh Compo from WWVFD said he was ok with that language in the contract.

Paul Tillman made a motion to add language to Sections 2.5, 2.6, 2.10 and 3.1 stating it is the Town’s responsibility to compile reports.

Michael Todd – 2nd

Discussion – John Arrison suggested adding a definitions page to the contact to define roles and responsibilities.

Vote – unanimous

#7

Page 2.9 Section 2.9	Remove “but not limited to.” Add language stating both Fire Departments will be notified in the event of a policy change.	All policies the Fire Departments will follow must be listed.
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Joey Jarvis made a motion to make changes to Section 2.9 as noted.

Paul Tillman – 2nd

No Discussion

Vote – unanimous

#8

Add-in a Section	Need to include Fire Department boundaries in the Contract	Boundaries for each Fire Department should be written.
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Brandon Gulnick, Town Manager will review previous contract for boundaries.

Michael Todd made a motion to add a section regarding Fire Department boundaries.

Paul Tillman – 2nd

Discussion – David Fuller wanted to make sure somehow Dispatch was included to know the boundaries.

Vote – unanimous

#9

Section 8.4	Enforcement	List all Policies. Add HR Representation into the Contract for Members of each Fire Department. Disciplinary action of members shall go through the Fire Chief, TM Disciplines Fire Chief if necessary.
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WWVFD would like to remove this section.

Michael Todd does not feel this section should be removed.

John Arrison is not comfortable with the way it is written.

For now this section will remain as written until the Town Manager can reevaluate with both Fire Departments.

Ascutney Volunteer Fire Department proposed the following changes to the contract:

<u>Proposed Amendments</u>		
Page Number	Proposed Amendment	Reason
Page Section 1.3A	Consider removing this Section	Allows town to take back all Town Owned or partially owned equipment in the event the contract is terminated.

Michael Todd suggested adding language that states “if contract is terminated without resolution” or something to that affect.

Michael Todd made a motion to leave Section 1.3A as it currently reads.

John Arrison – 2nd

No discussion

Vote – unanimous

Page Section 1.4	Consider removing	Allows the Town to terminate the contract for any reason.
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Barbara (From AVFD) the department did not like the wording. “Termination without cause” there should be a reason to terminate.

John Arrison said he would be willing to remove “without cause”

Paul Tillman made a motion to change the wording to “with cause”

Michael Todd -2nd

Vote – unanimous

Page Section 2.8	Change “Highway Superintendent” to “Highway Department”	More general
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Paul Tillman made a motion to change Section 2.8 as noted.

Michael Todd – 2nd

No Discussion

Vote – unanimous

Page Section 6.1	Add-in the language “from the execution of this contract.”	Protects Fire Departments from donating everything in the past.
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John Arrison made a motion to approve as written.

Michael Todd – 2nd

Discussion – John Arrison wants to know who owns what, who has partial ownership.

David Fuller’s goal is to stop fundraising and the voters know what needs to be done and vote on it.

Vote –

3 nay

2 yay

Paul Tillman made a motion to add “from the execution of this contract signed by both parties.”

Joey Jarvis – 2nd

Discussion – Darrin Spaulding noted that it was a previous Town Manager that had the idea to have a double title on equipment.

Vote –

3 – yay

2 – nay

Page Section 7.1	Change section 8.5 to section 7.5	Typo
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Paul Tillman made a motion to change 8.5 to 7.5 to correct typo.

Joey Jarvis – 2nd

No discussion

Vote - unanimous

10.) Vote to move the 2/15/21 Selectboard Meeting to Tuesday 2/16/21 due to President's Day.

Paul Tillman made a motion to move the 2/15/21 Selectboard Meeting to Tuesday 2/16/21 due to President's Day.

Michael Todd- 2nd

No discussion

Vote - unanimous

11.) Board of Liquor Control Commissions

- a. Abbott Brown, Inc. – d/b/a Inn at Weathersfield
- b. Scott Rogers, LLC – d/b/a Ascutney Market
- c. Global Montello Group. Corp – d/b/a Jiffy Mart #446
- d. Fireside Beverage, LLC – d/b/a Running Bear Campground
- e. JW Sandri Inc. – d/b/a Sandri #204 (Sunoco)

The Town Manager was not provided with documentation from the Town Clerk for the Selectboard to sign. Michael Todd made a motion to table the liquor licenses to the meeting on 2/16/21.

Paul Tillman – 2nd

No discussion

Vote – unanimous

12.) Any other business

Brandon Gulnick, Town Manager requested that the Selectboard give administration until 3/4/21 to provide the Selectboard the final draft of the Fire Department Contracts. The contracts will be dated for 3/4/21 and it was asked that the Fire Chiefs from both departments attend the meeting.

David Fuller also reminded anyone that may be interested in serving on any committee to call the Town Clerk's office.

“Approval of Warrants” was left off the agenda.

John Arrison made a motion to approve the warrants of 2-1-21 as follows:

General Funds	Operating Expenses \$57,659.63 Payroll \$18,271.25
Highway Fund	Operating Expenses \$144,659.63 Payroll \$7,245.65
Solid Waste Management Fund	Operating Expenses \$8,256.88 Payroll \$11,726.09
Library	Operating Expenses \$0.00 Payroll \$1,943.58
Grants	Operating Expenses \$0.00
Special Revenue	Operating Expenses \$0.00

Grader	Operating Expenses \$155,500.00
Reserves	\$0.00
Long Term Debt	\$0.00
Grand Totals	Operating Expenses \$366,076.14 Payroll \$33,442.37

Michael Todd - 2nd

Discussion –

David Fuller asked about the reimbursement for the sign. Per Brandon Gulnick, this was an allocated reimbursement from WWVFD.

Vote - Unanimous

13.) Adjourn

Michael Todd made motion to adjourn the meeting at 8:51 pm

Paul Tillman – 2nd

No discussion

Vote – unanimous

Respectfully,
Chauncie Tillman
Alt. Recording Secretary

WEATHERSFIELD SELECTBOARD

N. John Arrison, Selector

David Fuller, Chairperson

Joseph Jarvis, Clerk

Paul Tillman

Michael Todd, Vice- Chairperson