

Select Board Meeting
Martin Memorial Hall
5259 US Rte 5, Ascutney VT
Select Board Meeting Minutes
Monday, May 2, 2022 6:30 PM

Select Board Members Present:

Paul Tillman
Kelly O'Brien
Michael Todd
Wendy Smith
Brandon Gulnick, Town Manager

Attendees: Ray Stapleton, Bill Daniels

Online attendees: June and Bill Brink, David Fuller, Jeff

- 1.) Call to Order by Michael Todd, Chair at 6:34 pm
- 2.) Pledge of Allegiance led by Paul Tillman
- 3.) Agenda Review

Brandon Gulnick made a request to move item #10 to #5 as June and Bill Brink were in attendance online.

No other changes

- 4.) Comments from Citizens on topics not on the agenda

David Fuller wanted to let everyone know there was an article in the Vermont Business Magazine about TDS has committed to having a major build out in 5-6 Towns, including Weathersfield, for fiber.

- 5.) Weathersfield Music Series

June Brink presented the idea to hold another Weathersfield Music Series this summer. The proposal includes 8 music events on Friday afternoons from July 8th, 2022, to August 26 th, 2022. It also includes a free pizza night, free water/soda/ice, and food trucks. There is advertising, costs, including flyers, banners, newspapers ads, raffles/ giveaways. This is a great opportunity to continue to bring the community together through outdoor recreation and music.

The total proposed cost of these 8 events is \$1,250 per event on average OR \$10,000 total. The purpose of this discussion is to determine if the Selectboard is interested in doing this again, and if so, whether the board will be open to the use of ARPA funds to hold the series.

Michael Todd opened the discussion by saying he is a musician and has a band and supports this event, but he does have some concerns about the Town funding an event like this, especially using ARPA funds.

Wendy Smith stated that she thinks these events are wonderful and has done a lot of these events, however, the funds were raised mainly through fundraising. She would have a problem using ARPA funds for an event like this when there is a such a great need, building assessments have not been completed and other issues that need to be addressed that will fall on the taxpayers if they are not addressed.

Paul Tillman also stated that he thinks that this event is great, however there had been previous discussions regarding Food Trucks. Brandon Gulnick said that last year he was not sure about permits for the Food Truck, however, they have worked that out for this year.

Paul Tillman also said that the Selectboard isn't even sure where the ARPA money is supposed to be going to for other things and while he thinks this event is important, it's not as important as other things. He is willing to do whatever is needed to help promote this event, help fundraise, etc.

Michael Todd asked Brandon Gulnick to look into any possible grants for the arts that might be available. Brandon Gulnick asked if the Selectboard was ok with the Music Series Event if it is funded by donations. The Selectboard said they would be fine with that.

6.) Review minutes from previous meeting 4-18-22

Paul Tillman made a motion to approve the meeting minutes from 4-18-22 with corrections

As needed.

Kelly O'Brien- 2nd

Discussion:

Add updated information from Executive Session and adjournment.

No further discussion.

Vote – roll call vote

David Fuller – Aye

Wendy Smith – Aye

Kelly O'Brien - Aye

Michael Todd – Aye

Paul Tillman - Aye

7.) Town Manager Announcements/Updates

EMERGENCY MANAGEMENT

The Emergency Management Team held a meeting on Wednesday, April 27, 2022, at 6pm to review and update the Local Emergency Management Plan, review applicants for the Emergency Management Director (EMD) and Emergency Management Coordinator (EMC) Position, and vote to appoint an EMD & EMC. We received to interested applicants for the position. BJ Esty made a motion to appoint Roderick Bates to the position of EMD and Gary Graham to the position of EMC, with the understanding they will both go through the federal governments training program to become certified. Darrin Spaulding seconded the motion, and all were in favor. Attendees of this meeting included Ascutney Fire Chief Darrin Spaulding, Police Chief William Daniels (received a call and left early), West Weathersfield Fire Chief Josh Dauphin, Highway Superintendent Ray Stapleton, Allyn Girard from Golden Cross Ambulance, Weathersfield Principal Brian Martes, Weathersfield School Admin. BJ Esty, and I. Over the next several weeks a meeting will be held with Roderick Bates and Gary Graham to review the Local Emergency Management Plan and setup their training. The training is provided at no cost from FEMA.

TRANSFER STATION

The Transfer Station Joint Committee held a meeting on the 13th of April at 5:30pm to discuss the compactor at the Transfer Station and a joint permit sticker policy following the confirmation of our Tri-Town agreement. Tom Kennedy from regional planning drafted a new policy. West Windsor and Reading representatives have provided feedback on this policy. The intent is to have the Selectboards in each of our 3 towns review the policy, provide feedback, and come to an agreement to have the same policy in place in each town. Following a review of the policy, the joint committee will hold another meeting and then the policy will be brought to each town Selectboard.

SOLAR PROJECT

Construction has been completed at the Town Garage. A final walkthrough and inspection will take place next week. If anyone is interested in attending this inspection/ final walk-through feel free to contact me and I will let you know the time and date it will be held.

AVFA FIRE TRUCK

The award letter was sent out to Dingee Machine Company & a meeting will be held this month to review the contract. Denial letters were sent out to New England Fire Equipment & Bulldog Fire Apparatus.

PUBLIC HEARING NOTICE

This is a reminder that the Selectboard will hold a Public Hearing at Martin Memorial Hall on May 16, 2022 at 6:45PM (downstairs) to hear public comments on the adoption of the proposed zoning district map of Weathersfield, table of districts and uses, aquifer overlay district regulations, and section 7 definitions. This information is available at the Town Office if anyone in the public would like to review it prior to the public hearing.

Michael Todd stated that the Warning and postings occurred last week and the hearing would be 14 days from today so they are still outside the 15 days. The law requires “Not less than 15 days, no more than 120 days.” This hearing has been warned and posted properly.

Brandon Gulnick noted it has been warned on the website, posted at both post offices, on the Town bulletin board outside and the bulletin board inside the Town Hall.

8.) Large Gathering Permits

The Town received 2 large gathering permits.

Center Church Event on May 14, 2022, 1-4PM for a Celebration of Life.

Lace up for Laura 5K Walk/Run and ½ mile Children’s Race Event on June 25, 2022, 8:30AM 10:30AM.

The Police Chief, Highway Superintendent, and I have reviewed the permit applications and do not have any issues. The applications were also sent over to the Fire Chiefs, and I am waiting on a response.

Paul Tillman made a motion to approve the large gathering permit for Center Church Celebration of Life scheduled for May 14, 2022 from 1 – 4 pm and the large gathering permit at the intersection of Plains and Reservoir Roads for the Lace Up for Laura 5k Walk/Run event on June 25, 2022 from 8:30 – 10:30 am.

Wendy Smith – 2nd

No discussion

Vote – Roll Call

Wendy Smith – Aye

Kelly O’Brien - Aye

Michael Todd – Aye

Paul Tillman - Aye

David Fuller left the meeting at 7:08 PM

9.) Vote to Approve Small Business Grants

The Weathersfield Selectboard extended round 2 of the Small Business Grant Round. Following this extension, Ascutney Market and Everett Bingham Enterprises applied for a Small Business Grant of \$2,000. These applications were reviewed based on grant eligibility, priorities, and submission requirements.

- Scott Rogers LLC - Ascutney Market - \$2,000 This business provides gas, convenience store, deli, ice cream, and meats. Funds will be used for working capital, rent/ lease costs, employee support, and repairs.

- Everett Bingham Enterprises - Tool Distributor - \$2,000 This business provides retail sales, automotive tools and equipment. Funds will be used for working capital.

Brandon Gulnick did disclose to the Selectboard that he does have a current contract with Everett Bingham.

Paul Tillman made a motion to approve the 2nd round of the Small Business Grants to the Scott Rogers, LLC for \$2,000 and Everett Bingham Enterprises for \$2,000.

Kelly O'Brien – 2nd

No discussion

Vote – Roll Call

David Fuller - Aye

Wendy Smith – Aye

Kelly O'Brien - Aye

Michael Todd – Aye

Paul Tillman - Aye

David Fuller returned to the meeting via telephone. He had issues with the Zoom connection.

10.) Kendricks Corner Road Paving Project

On September 20, 2021, the Weathersfield Selectboard voted 4 to 1 to “take \$86,371 out of the reserve account now and \$50,000 from the current (paving) budget for a total of \$136,371 for paving Kendricks Corner Road and to award the contract Pike Industries.” (See Attachment A - 9/20/21 Minutes). The intent was to pave Kendricks Corner Road before the end of 2021, and if not, to complete that project this Spring 2022.

Caleb Connor from Pike Industries contacted us and notified us that he will be looking to begin the project on May 4th, however, there is an increase in price of \$7,316.40 since last year.

The purpose of this agenda item is to request an increase in the budget for this project from \$136,371 to \$143,687.40.

Paul Tillman made a motion to approve the funding increase from \$136,371.00 to \$143,687.40, an increase of \$7,316.40 from the original quote.

Wendy Smith – 2nd

Discussion:

Michael Todd asked Brandon Gulnick to explain the reason for the increase and where the money is coming from.

Brandon Gulnick explained if the Board agreed to approve the increase it could come from the Highway Fund surplus funding from last year (projected surplus from this year) or they could take it from reserves.

Ray Stapleton was in attendance and let the Selectboard know that the increase in our price was due to the increase in liquid asphalt that goes into the pavement when they make it. In the contract it stated that the AC fees could change and it changed this much. He is not charging any extra for gas or diesel fuel, just to offset the liquid asphalt.

David Fuller wanted to know who caused the delay, it was not the Town it was Pike. They chose not to pave after given the green light. He wanted to know if there was something in the contract to see if there was anything regarding a delay on Pike's end.

Paul Tillman asked when the contract was signed. Ray stated the contract was signed October 6, 2021 and they were going to try to get the paving done before it got too cold, however, it was put off until Spring.

Michael Todd asked when did this discussion between the Town and Pike industries begin. Ray said they got the bid back in May, so the first meeting of June. It did not get voted on until September 20, 2022.

Wendy Smith asked why it took so long to get voted on.

David Fuller said it was because there was an overlap of 2 financial years to pay for the project. We were using funds that were going to be derived until after July 1st and some from reserves.

Paul Tillman amended his motion to approve the funding increase from \$136,371.00 to \$143,687.40, an increase of \$7,316.40 from the original quote. To not exceed \$143,687.40.

Wendy Smith – 2nd

David Fuller - Aye

Wendy Smith – Aye

Kelly O'Brien - Aye

Michael Todd – Aye

Paul Tillman - Aye

11.) Dump Truck Review for RFP

The residents of the Town of Weathersfield voted to:

Authorize the Selectboard to borrow funds not to exceed \$70,000 for a period not to exceed 7-years for the purpose of purchasing a truck/snowplow for the maintenance of Town highways. The total cost of the truck will not exceed \$100,000, of which \$30,000 shall come from the Highway Equipment Acquisition Fund. The purpose of this is to replace a 2012 F550.

The purpose of this agenda item is to review various specs and determine which spec or combination of specs is in the best interest of the Town.

****Please see the full spec sheets in the Selectboard packet dated 5-2-2022****

David Fuller when they heard the number \$6,500 - \$7,000 for a warranty, that is a must. This needs to be included in this package.

He is also concerned that this truck body doesn't have drop sides.

Ray Stapleton he can do a rebid with the drop sides, however, the warranty would make it exceed the \$100,000. He would like to get the specs approved so he can move forward with the bid.

Michael Todd asked Brandon Gulnick about the funding and where it could come from for the warranty. Brandon Gulnick would like to discuss options with the Treasurer and discuss further at the May 16, 2022 meeting.

12.) Proposed future agenda items

- Selectboard Goals
 - ARPA Funds
 - Compensation packaging
- Town Manager Goals
 - Budget with active Budget Committee
 - ARPA
- Business Personal Property Tax – this comes from the Listers Office.
- Key Fob Lock System – MMH

Brandon Gulnick let the Selecbord know that Martin Memorial Hall is now has audio and video surveillance.

David Fuller noted that the Grand List should have been completed and if not an amendment was completely and the Selectboard should work on getting the tax rate set by the first meeting in June.

13.) Appointments

- Budget Committee
 - Chauncie Tillman
 - Erika Natalia Culma
- Connecticut River Joint Commission Representative
 - Howard Beach
- Fence Viewer
 - Roderick Bates

Kelly O'Brien made a motion to appoint Chauncie Tillman and Erika Natalia Culma to the Budget Committee, Howard Beach as the Connecticut River Joint Commission Representative and Roderick Bates as Fence Viewer.

Wendy Smith – 2nd

No discussion

Vote – Roll Call

David Fuller - Aye

Wendy Smith – Aye

Kelly O'Brien - Aye

Michael Todd – Aye

Paul Tillman - Aye

14.) Approve Warrant

Paul Tillman made a motion to approve the warrants of 5-2-22 as follows:

General Funds	Operating Expenses \$69,291.97 Payroll \$14,139.59
Highway Fund	Operating Expenses \$28,094.49 Payroll \$7,891.91
Solid Waste Management Fund	Operating Expenses \$ 13,452.77 Payroll \$1,617.02
Library	Operating Expenses \$0.00 Payroll \$2,040.07
Library Endowment Expense	Operating Expenses \$6,000
Grand Totals	Operating Expenses \$116,839.23 Payroll \$25,688.59

Kelly O'Brien– 2nd

Vote - unanimous

15.) Any other business

16.) Adjourn

Paul Tillman made motion to adjourn the meeting at 8:06 pm

Kelly O'Brien– 2nd

No discussion

Vote – Roll Call

David Fuller - Aye
Wendy Smith – Aye
Kelly O’Brien - Aye
Michael Todd – Aye
Paul Tillman - Aye

The next Selectboard Meeting is schedule for May 16, 2022 at 6:30pm at Martin Memorial Hall.

Respectfully,
Chauncie Tillman
Alt. Recording Secretary

WEATHERSFIELD SELECTBOARD

David Fuller, Vice-Chairperson

Kelly O'Brien, Clerk

Wendy Smith, Selector

Paul Tillman, Selector

Michael Todd, Chairperson