

**Wolcott Selectboard
Minutes
January 20, 2016**

Members Present: Belinda Clegg, Bessie Martin, Todd Harris, Richard Lee
Members Absent: Eric Furs
Town Employees: Linda Martin, Skip Patten
Public: Greg Williams
Reporter: None
Correspondent: Val Mason

Belinda Clegg called the meeting to order at 6:00 p.m.

Amendments to the Agenda:

- **Adoption of Resolution for a Fire Truck
Voted by Australian Ballot**

Skip Patten, Road Foreman

- **Highway Department Follow Ups:** Discussion with Skip. Belinda informed everyone that the water line on Railroad Street is more than four feet deep, so it is fine to plow. Reed Road was also discussed. The letter that was to be sent to the Gravel's was not sent. More difficulty on plowing the road has occurred. Another trial basis will occur until the next meeting on February 3, 2016 and Todd will submit the letter. This issue will be tabled until the February 3, 2016. Todd and Skip have not had time to research the hydraulic hoses. Belinda repeated what she found from the last meeting. Tabled until more information is received. The road crew will also start plowing the parking area next to the Pavilion.
- **Vermont Better Roads Grant:** Discussion. Changes have been made in the categories with three different categories with different maximum amounts. Skip has a meeting scheduled on January 22, 2016 regarding this.

Comments from the Community: Greg presented the article from Seven Days regarding the town of Irasburg and the issues with wind turbines that they are facing. Photocopies were taken. Belinda will pass one onto the Planning Commission.

Approve the Minutes of January 6, 2016: Discussion. Belinda found one error under Equipment Purchases, Page 1, sentence three should read that "J&B does cover hydraulic hoses in under the warranty on the new truck, but if one is changed by someone other than themselves an invoice would need to be submitted for reimbursement." Instead of "the warranty does not cover". Motion by Bessie to approve. Seconded by Todd. Voting: 4 in favor, 0 against.

Fire Department – Truck Purchase:

- **Wording for Warning:** Discussion. The warning shall give notice that: Should the town borrow, but not to exceed \$326,004 through debt instrument other than bonds, for a term of ten years for the purchase of a 2017 Fire Pumper truck. This article 9 will be voted on by Australian ballot. The polls will be open from 8:00 a.m. until 7:00 p.m. on March 1, 2016.

- **Date to hold Informational Meeting:** Discussion. The School is holding their meeting on February 23, 2016 at 7:00 p.m. at the library. Motion by Belinda to hold the Selectboard's informational meeting also on the 23rd of February at 6:30 at the library. Seconded by Richard. Voting: 4 in favor, 0 against.

Review and Adoption of:

- **Selectboard Budget:** Discussed and reviewed presented budget. Belinda presented two scenarios for "Anticipated Revenues" in the budget. Current Use revenue was reduced because people have had the opportunity to take land out of the program and have. Also a proposal to use \$35,000 from the fund balance. Todd made the motion to place \$35,000 of the fund balance into the budget to offset property taxes. Richard seconded the motion. Voting: 4 in favor, 0 against. All present Board members signed the Proposed Budget for the Town and Highway in the amount of \$997,936. This is an increase of \$5,602 over last year. Belinda will check with the auditor on where to place the fund balance to offset property taxes. The
- **Town Meeting Warning:** Reviewed and discussed. Motion by Belinda to accept and sign the warning as read. Seconded by Richard. Voting: 4 in favor, 0 against. Town meeting will be held March 1, 2016.

Review Correspondence/Sign:

- **Payroll Orders:** Reviewed and Signed.
- **Follow up Inspection on Transfer Station:** Belinda read the response that she received from the State from the letter she submitted.
- **FEMA Training Employee:** Discussion. Belinda will check with LCPC to see if necessary and if anyone from their office is going that could give the Board an overview.
- **Local Mitigation Plan – Final Approval:** Reviewed and discussed. The letter stated that the plan met all mandatory requirements. With this plan approval, the town is now eligible to apply to Emergency Management and Homeland Security Grants administered by FEMA. This approval is good until November 2020. A new plan will need to be resubmitted at that time.
- **LCSD December Report:** Reviewed and discussed. This is posted on the town's web site.
- **Certificate of Highway Mileage – Sign:** Discussion. Motion by Belinda for the Board to approve and sign for submission the Certificate of Highway Mileage which states that the town has 55.863 highway miles. Seconded by Todd. Voting: 4 in favor, 0 against.

New Business:

- **Oversight of Transfer Station:** Discussion. Bessie volunteered as overseer. The Board will provide Bessie's phone number for questions or concerns regarding the station.
- **Personal Policy – Mileage Changes:** Belinda presented the Board with the Personnel Policy for the Board to review. Reviewed changes. The Board reiterated that no sick, vacation, holiday or health insurance will be paid during the ninety day probationary period, unless the Board agrees to waive any of the above. On Page 2, where it states all employees are required to faithfully execute the duties in their office, the Board added "and your job descriptions". If the road crew is called into the town garage after their regular hours, they will be reimbursed for the mileage from their home to the garage (one way only). Also, if the road crew is called in after regular hours to perform a duty that lasts less than two hours, the employee will be compensated for a minimum of two hours. Town employees such as listers, town treasure, hand man or those attending training or conferences, they will receive tax exempt mileage reimbursement from the town. The road commissioner will receive mileage reimbursement, while using personal vehicle

but is not tax exempt. Motion by Belinda to add changes to the personal policy mentioned above. Seconded by Richard. Voting: 4 in favor, 0 against. After reviewing a second time, the Selectboard will sign this policy at the February 3, 2016 meeting. Once signed, a copy will be distributed to each employee with their signature required.

- **Road Commissioner's Job Description:** Todd presented a list of all the services he provides for the town as the road commissioner. Belinda read the list of the many duties that Todd performs. Todd checks on the roads in the early morning hours, as he lives the closest and calls in the road crew if necessary and he sands and salts as needed. He fills the trucks with sand and or salt for quicker departures. He cleans out frozen and plugged culverts. He assists with cold patch filling on pot holes. He mows along the road sides and removes trees when needed. He does flagging. He keeps constant communication between himself, the road crew and the Selectboard. He fields questions and complaints from town residents. Discussion. A weekly work plan was discussed, which Todd agreed to but said it would be easier to do in the spring. Also Todd agreed to routinely visit the Transfer Station to push down the rubbish and recycling during the week. Hours were discussed that will need to be revisited if Todd is going over 20 hours for every two weeks. Belinda will re-write Todd's job description and it will be reviewed at the next meeting.
- **Appointment of LRSWMD Representative:** Discussion. Motion by Belinda to re-appoint Richard Lee as LRSWMD representative. Seconded by Bessie. Voting: 3 in favor, 0 against, Richard abstained. Belinda did request that Richard bring any new information that is being introduced be put on the agenda.
- **LCSD Police Patrol Committee:** Email received stating that the existing committee would like to re-instate, but are requesting two Board members instead of one. This committee represents Hyde Park, Johnson and Wolcott. The first meeting is scheduled for February 3, 2016 from 4:30 until 5:30, which conflicts with the Selectboard's 6:00 p.m. meeting. Belinda has left a message stating that Mondays or Thursdays would be best. It was agreed that Bessie and Belinda will be the two committee members representing Wolcott.

Old Business:

Amendments to the Agenda:

Adoption of Resolution for a Fire Truck

Voted by Australian Ballot: Belinda read the prepared document. Discussion. Motion by Richard to accept the adoption of the resolution to present by Australian Ballot to the registered voters on Town Meeting Day to be held March 1, 2016 to purchase a new 2017 Fire Pumper Truck through necessity and demand, in the amount not to be exceeded of \$326,004 which is to be borrowed through debt, other than bonds for a term of ten years. Seconded by Todd. Voting: 4 in favor, 0 against. All present Board members signed this adopted resolution.

Motion to Adjourn: Motion by Belinda to adjourn the meeting at 7:40 p.m. Seconded by Richard. Voting: 4 in favor, 0 against. The next Selectboard meeting is scheduled for February 3, 2016.

Respectfully submitted by Val Mason.