

**Wolcott  
Selectboard Meeting  
Minutes  
January 6, 2016**

Members Present: Belinda Clegg, Bessie Martin, Todd Harris, Richard Lee, Eric Furs  
Members Absent: None  
Town Employees: Bernard Earle, Joe Slaimen, Skip Patten  
Public: Greg Williams, Bruce Wheeler & friend Maria S.  
Reporter: Tyler Molleur  
Correspondent: Val Mason

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

**Amendments to the Agenda:**

- Personal Policy – Changes – Medical Cards
- Highway Mileage Policy
- Ninety Day Probation Policy Issues
- Road Commissioner – Job description

**Skip Patten, Road Foreman;**

**Reed Road – Plowing:** Skip and Todd informed the Board that one of the road crew members had difficulty plowing the road and even broke a set of chains. Todd and Skip explained that unless you are doing the job it is difficult to understand. Todd said that it would be much easier to back down the road as in the past or he can plow the road with the small truck and have room to turn around at the Fiske's residence. Belinda said that backing down the road is not an option. Discussion. Todd will notify the Gravel's by letter that due to safety concerns they will on a trial basis for two weeks plow with the town's one ton truck and the Board will re-visit this issue at the January 20<sup>th</sup> meeting as the Board made a decision to plow up to Gravels which is a private road to turn around. Discussion was also made on the plowing of Railroad Street due to the water line. Belinda will check with Pam Peck as she was there when it was installed. Tabled.

**Equipment Purchases – Hoses:** Belinda explained she researched if there was a liability issue with making our own hoses. She called the VLCT PACIF Insurance and J & B who has the warranty on the new truck. J & B stated that the warranty does cover, if the town replaces their own hydraulic hoses ,if they were to purchase a machine. They did say that an invoice can be submitted to them from the town and they would reimburse the town. The insurance agent did not recommend it as far as liability and the VLCT Loss Control Department stated that it was just a bad idea. Skip, Todd and Joe questioned this as they know of other town garages that replace their own hoses as well as the State. Belinda welcomed them to research this further. Joe mentioned that they may have to have a technician come and measure all of the hoses so that the town has all different sizes on hand as they cannot be down a truck. Belinda stated that we have the 1 ton as backup if a truck goes down.

**Bruce Wheeler – Plowing Issue:** Bruce provided a list of questions to the Board. He asked if there is a written policy, of which there is. Todd pointed out that there is a posted Winter Operations Plan. His general concern is that the town is plowing, sanding, salting too much and asked about unnecessary truck hours be reduced and the climate gas emissions. The Board and Skip explained their protocol for

plowing, sanding and salting for the main routes that are heavily traveled as well as for the other town roads. The Board explained that many calls are received that requesting more plowing but they do not plan more than what is necessary. Discussion. The Board invited Bruce back for another meeting or to call the Board if he has any further questions.

**Comments form the Community:** Greg Williams spoke regarding running the town as a business as it is a business. He asked that the road crew be accountable for what they do on a daily basis regarding productivity. Todd disagreed and tried explaining if the town crew is not seen, they are doing maintenance work on the town's equipment. Belinda said that the Board will look into the log that Skip keeps. Skip then entered the conversation and stated that unless you work for the road crew, it is difficult to understand what their job involves.

**Approve Minutes of December 16, 2015:** Motion by Belinda to approve the minutes as read. Seconded by Richard. Voting: 5 in favor, 0 against.

**Review and Possible Adoption of:**

- **Selectboard Budget:** Belinda informed the Board that the budget cannot be finalized due to the County Tax only being an estimate. Discussion. The Board members took home the tentative budget to review . The budget can be discussed again at the next meeting and finalized.
- **Town Meeting Warning:** The Board reviewed the warning by going through each article. Discussion. Motion by Bessie to change the wording of Road Patrol to say Police Coverage. Seconded by Richard. Voting: 5 in favor, 0 against. For article 9, Belinda is waiting to get the amount of the new fire truck that the Fire Department is asking for from the voters.

**Review Correspondence/Sign:**

- **Payroll Orders:** Signed.
- **Financials:** Reviewed.
- **Town Hall Permits:** Debbie Edwards for January 17<sup>th</sup> and Tiffany Nichols for January 30<sup>th</sup>. Belinda will check on whether alcohol will be consumed at the January 17<sup>th</sup> function as it was not marked on the application. Discussion. Motion by Todd to accept both permits. Seconded by Eric. Voting: 5 in favor, 0 against.
- **LCPC 2015 Financial Assistance Report:** The Board reviewed their plan and bylaw updates of services provided to Wolcott and special projects that they assisted the town with.
- **Transfer Station Inspection Report:** Belinda read the report from the State's inspection that occurred on December 28, 2015. The state noticed the improvements that have been made, but noted a few observations. Discussion. As a follow up to the inspection Belinda submitted a response and explanation or comment rectifying the observations.

**New Business:**

- **Request for Local Economic Development Information:** Discussion. Belinda will take a section out of the town plan and any input from Tom and will send it to LCPC for their review.
- **Interest in Phase II – Old Town Garage Lot:** Discussion. The Selectboard does not want to pursue this project at this time, as there are existing projects that need the town's attention.
- **Youth Conservation Corporation – Work on Class IV Roads:** Discussion. The Board is very interested in the YCC working on the identified class IV roads during the summer 2016 season to improve erosion and water quality at no cost to the town. The Selectboard will send their approval.

- **FEMA Training – Request for Town Participation:** Discussion. Belinda will request a packet and send it to Mark to see if he can attend. Belinda is able to do one day of the meeting that is scheduled for February 4<sup>th</sup> & 5<sup>th</sup>.

**Old Business:** None.

**Amendments to the Agenda:**

- **Personal Policy – Changes – Medical Cards:** Due to possible HIPPA violations, a new employee may voluntarily present a medical card but it will not be asked of them for employment. Skip voluntarily presented his medical card to the Board. Joe Slaimen, road crew member, asked if he be able to respond to any Wolcott Fire Department call since he is on the Elmore Fire Department. Discussion. The Selectboard agreed that he can respond to calls as long as he is not out on his route or if anything is pressing for the road crew.
- **Highway Mileage Policy:** Discussion. Belinda checked with other towns regarding mileage for road crew employees to be paid for being called in due to road conditions. Discussion. Mileage will be paid to town crew employees for their travel to the town garage when they are called in due to road conditions after their regular hourly schedule as is what is stated in the prior minutes. The town will also continue to pay for two hours of work even if the town crew only works one hour. No changes made.
- **Ninety Day Probation Issue:** Discussion. Motion by Bessie to pay the newest town crew employee for Christmas day and New Years day due to the minutes not being specific. Seconded by Todd. Voting: 5 in favor, 0 against. In the future the ninety day probation for holiday pay will apply to new hires.
- **Road Commissioner – Job Description:** Bessie insisted that it be put in writing what the Board expects and allows of Todd. Todd will put in writing what he is currently doing for the town. He briefed the Board of the roads and intersections that he plows. The Board expects the Road Commissioner to work with the Road Foreman but also be his manager.

**Motion to Adjourn:** Motion by Belinda to adjourn. Seconded by Richard. Voting: 5 in favor, 0 against. The next Selectboard meeting is scheduled for January 20, 2016.

Respectfully submitted by Valerie Mason.