

Wolcott Selectboard Meeting

Minutes

October 18, 2017

All minutes are draft until approved by the Selectboard;

Please see future minutes for approval of these minutes.

Members Present: Belinda Clegg, Richard Lee, Eric Furs, Kim Gravel, Michael Davidson
Members Absent: None
Town Employees: Linda Martin
Public: Greg Williams, Kee Gillen, Jackie Burgess, Linda McClay,
Bill Cotton, Mr. Ricciardello
Reporter: None

Eric called the meeting to order at 6:02 p.m.

Amendments to the Agenda:

- **Request for taxes to come back in house:** A letter from Gordon and Carrie Sulham regarding parcel #04059 was received. They are requesting that the town bring back their property taxes in house that was sent to attorney, Dick Sargent for tax sale. They stated that they are applying for a loan to pay off the tax bill. Discussion. Motion by Eric to table this request until the next meeting when the Sulham's will be asked to be present to give more information. Seconded by Mike. Voting: 5 in favor, 0 against.
- **Town Hall Rental:** Motion by Eric to approve Diane Holbrook's town hall permit for November 4, 2017 from 4:00 pm. until 6:00 pm. Seconded by Belinda. Voting: 5 in favor, 0 against. Alcohol will not be consumed.
- **Website Discussion:** Mike brought along his lap top to review the town's website and the issues that he and Nathan, the technician, have been working. He pointed out that the scale of the pictures is incorrect, that a blurb or biography should be written in the area where it states "not found". Eleven plug INS need updating as well as moving the Selectboard agendas to coincide with minutes. It was discussed that any agendas and minutes older than two years will be archived. The technician gave an estimate of \$700 to \$1000 to fix these items. Belinda and Linda agreed to sign their own emails, so that the Board will know who is sending emails from the town's address. Motion by Belinda to allow up to \$1000 to be spent from the money that has already been budgeted for these repairs. Seconded by Kim. Voting: 5 in favor, 0 against. Mike will draw up a contract for the technician to sign.

Review Audit with Linda McClay, CPA: Linda McClay, CPA of Fothergill, Segale & Valley, CPA appeared before the Board to review and discuss the audit of the financial statements for the town. She explained that there was one material weakness regarding the Transfer Station and paying back the loan. She informed the Board that the activity was posted correctly, but then another entry was made and since it is a proprietary fund and not a general fund, the activity should not have been shown on the profit and loss. Belinda explained that she did this so that the voters could see the activity. The inventory for the

highway department was discussed. Linda and Belinda want to track the inventory more than annually since the inventory versus the expenses had to be adjusted. Linda Martin is working on a spread sheet to track the invoices and the use of materials as it happens. The general fund was reviewed. The fund balance was \$197,000 of which \$103,000 is unassigned, which Linda stated is higher than in years past. The profit and loss for the general fund was also reviewed. She showed that the general fund revenue is up \$35,000. The highway department expenses were up. The fund balance went down \$12,000 due to increases in expenses. The general fund budget to actual is \$23,000 better than expected. The income statement for the Transfer Station was also reviewed which she mentioned is doing very well. She went over the governance letter which requires that a review of certain aspects of the audit be given to the Board. This letter included 7 journal entries of which 1 entry was the material weakness that she had addressed earlier. She reminded that Board that they have to provide a response to the findings and sign the letter. Motion by Richard to accept the audit and sign the governance letter. Seconded by Mike. Voting: 5 in favor, 0 against.

Approve the Minutes of October 4th: Discussion. Motion by Eric to approve the Constable's budget. Seconded by Mike. Voting: 5 in favor, 0 against. Bernard will be asked to attend the next Selectboard meeting to show his mileage for last year under his Health Officer budget since he is requesting an increase in mileage from \$300 to \$500. Under Solar proposal Mike's name will be replaced by Payne from Encore who will contact Tom Stearns from High Mowing Seeds. Motion by Richard to accept the minutes as read with the above changes made. Seconded by Mike. Voting: 5 in favor, 0 against.

BUDGET HEARINGS

Athletic Association: Jackie Burgess appeared to represent the Athletic Association. She explained that they are requesting \$2000 for their budget. Their budget for several years has been \$1000. She explained that they are in need of new equipment for safety and to help improve the basketball program because the Athletic Association is now expanding into basketball. She informed the Board that the association is now working with the school and the Reach after school program to cover the basketball program. She stated that they are in need of new bats, basketballs, mats for the walls in the gym and new rims. She explained that the school and the after school program are covering the cost of coaches, busing, and basketball tournaments. The Association will be fundraising for a new basketball score clock. Motion by Kim to accept the Athletic Association's budget of \$2000. Seconded by Richard. Voting: 5 in favor, 0 against. Jackie will submit this request in writing.

Parks and Recreation: Kee Gillen appeared to represent the Parks and Recreation Department. He asked that their budget of \$2000 be kept the same. Motion by Belinda to accept the Parks and Recreation department's budget request. Seconded by Kim. Voting: 5 in favor, 0 against. Kee will submit this request in writing.

Library: Rescheduled for November 1, 2017.

Transfer Station: A new budget for the Transfer Station was drafted based on last year and this year's projected capitol. Belinda explained that this will be the last year of the loan repayment. Discussion. Motion by Belinda to accept the proposed budget for voter approval at Town Meeting. Seconded by Eric. Voting: 5 in favor, 0 against.

Comments from the Community: Bill Cotton wanted the Board to know that he follows the minutes from their meetings. He discussed his frustration with the dog and junk problems and the ordinances not being enforced. He said that he also wanted to reinforce movement from the Board. He spoke about the lack of follow up on conditional use permits issued by the DRB. He stated that if the permit is not followed within 1 year that it is considered null and void. He commented that if these permits and ordinances are not enforced or followed up on that it sends a bad message to others. He also mentioned that it de-values a property if it has a nearby house that has peeling paint, junk etcetera by about 5 to 10 percent or more. Let alone, he said of the image of the town or neighborhood that it produces. He mentioned that it's a small percentage of dog owners and homeowners that don't follow the rules but they create big problems. Bill suggested that the Board hire an administrative assistant and to appoint a standing advisory committee to be familiar with the ordinances, to suggest ideas and meet regularly to advise the Board. It was discussed that the Board speak with their neighbors for interest. Linda mentioned the former successful Ordinance Review Board that the town had 10 or so years ago. Bill also added that the Board should consider using a deputy from the LCSD to possibly assist Bernard with dog issues, in lieu of an enforcement officer, that has been discussed to be shared between Wolcott, Hyde Park and Johnson. Eric informed Bill that a deputy was used in the dog incident in which one dog killed another. Linda let Bill know that it is a state law that allows the number of junk cars to be kept by a landowner. The Board offered to check with the VLCT to see if the town can adjust that number. Bill was asked to put himself on a future agenda to offer his insight into the creation of an advisory committee. All were in agreement that the Board is moving in the right direction with the success of a recent junk ordinance violation that they sent to a landowner. It was discussed that this landowner has until the end of October to clean that up. Mr. Ricciardello discussed an empty foreclosed home on East Hill at the Cross Road that has an abundant amount of garbage. He is concerned with rodents and vandalism. Belinda let him know that she will write the bank a violation letter. The trailer at the end of School Street was discussed. Linda let the Board know that she and Bernard have not had any luck with getting approval from the bank to remove the graffiti. Eric suggested that the town request a monthly update or newsletter from MSI informing the town of new tenants, progress etcetera. Belinda will request this from MSI's building supervisor.

Review Insurance Renewal Application: The Board completed reviewing the insurance renewal application. Discussion. Motion by Eric to sign the renewal application and to insure the shed for \$3000 and its contents for \$2000 at the Transfer Station, if the cost to insure it is less than \$300 per year or if it is more than \$300 the Board will revisit it at the next meeting. Seconded by Kim. Voting: 5 in favor, 0 against. Linda will call the insurance company tomorrow to obtain a quote before mailing it back to them.

Continued – Town Office Staff re-organization: Tabled due to the lateness of tonight's meeting. Linda will continue working on her list. The possible hiring of a town administrator was touched upon. The highway department was discussed as the office is doing more and more of their duties. Linda pointed out that a lot of education is going to be needed for such things as storm water runoff and the clean water act.

New Business:

- **Janitor:** Discussion. Motion by Eric to hire Diane Earle as janitor for the town hall, town office and town garage at \$15 per hour. Seconded by Richard. Voting: 5 in favor, 0 against. The Board reviewed the list of duties for this position.
- **Town Hall Permit:** Motion by Belinda to approve Holly Shedd's town hall permit for November 5, 2017 from 2:00 p.m. until 5:00p.m. with no alcohol permitted. Seconded by Eric. Voting: 5 in favor, 0 against.
- **Resignation of Lister:** Eric read the resignation letter from lister, Wayne Keller. He stated that he is willing to stay on until the position is filled. Motion by Eric to accept this resignation with the understanding that he remain until the position has been filled. Seconded by Mike. Voting: 5 in favor, 0 against. Motion by Eric to appoint a lister by placing an advertisement in the News and Citizen's next issue. Seconded by Kim. Voting: 5 in favor, 0 against.
- **Appoint Green Up Coordinator:** Discussion. Motion by Belinda to appoint Kee Gillen as this year's Green Up Coordinator. Seconded by Eric. Voting: 5 in favor, 0 against. Kee agreed to accept the position earlier in the meeting.
- **Sign Order – Gray's Paving:** Signed by Board as the paving for the Elmore Pond Road and the North Wolcott Road has been completed.

Old Business:

- **Brian Burgess – Land Purchase:** Brian informed the Board that he is still interested in purchasing the lot, but he feels that since he has over paid on taxes for 11 years due to his deed being incorrect that the price of the land be offset by this. The Board informed Brian that this is a separate issue and that he would have to send a letter to the Board of Abatement. The Board will get a purchase price from the town's attorney for Brian. Tabled until after Brian meets with the Board of Abatement.
- **Solar Discussion – Continued:** Mike informed the Board that he is getting another lease proposal from Solar Sense on Friday, October 20th for a comparison and invited the rest of the Board to attend. He stated that he did check with some of Encore's references who confirmed that they are a very reputable company.

Review Correspondence/Sign:

- **LCSD Monthly Report:** Reviewed. Belinda mentioned that she will be attending one more meeting before she presents their budget to the Board. Eric stated that the cost of the cruisers for the town to share should be reflected by incidents and not mileage, due to Wolcott having half of the incidents that both Hyde Park and Johnson have.

- **Norwich Technology – Application for “Public Good”:** Belinda will email a copy of this application to the rest of the Board for their review and to make comments on.
- **Request for Proposals – Clean Water Partnership Grants:** Eric read the email from the LCPC regarding requests for proposals for clean water partnership grants through the Vermont Department of Environmental Conservation. The email states that they are requesting proposals to implement programs that will support the expansion of water quality improvements through increased technical support and education. The request for proposals is to support implementation across priority program areas including storm water management, municipal road related storm water management, natural resource restoration, agriculture and forest management. Belinda will email a link to the rest of the Board for more information.

Motion to Adjourn: Motion by Eric to adjourn the meeting at 8:23 p.m. Seconded by Richard. Voting: 5 in favor, 0 against. The next Selectboard meeting is scheduled for November 1, 2017.

Respectfully submitted by Val Mason.