

**Wolcott Selectboard
Minutes
February 3, 2016**

All minutes are draft until approved by the Selectboard;
Please check future minutes for approval of these minutes.

Members Present: Belinda Clegg, Bessie Martin, Todd Harris, Richard Lee, Eric Furs
Members Absent: None
Town Employees: Joseph Slaimen
Public: Greg Williams, Elise Coolbeth, Richard Gravel, Marcel Gravel
Reporter: None
Correspondent: Val Mason

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

Amendments to the Agenda:

- **Executive Session - Personnel – Highway Department**
- **Executive Session – Road Commissioner**
- **DRB Sub-Division Refund Request**

Comments from the Community: Marcel and Richard Gravel brought a letter that was mailed to Richard by Todd regarding the plowing agreement for the Reed Road. They questioned the Board about the contents of the letter. The Board was not aware that the letter had been mailed. Some of the contents of the letter were correct, but it did not represent the Boards decision to cancel the plowing agreement. Belinda sincerely apologized on behalf of the Board. The Board reassured the Gravels that they are committed to following through with the agreement through the winter.

Approve Minutes of January 20th: Discussion. Motion by Bessie to approve the minutes with the following corrections made: page 2 under **Review and Adoption of: Selectboard Budget:** line 8 remove the word “the”. Also on page 2 under **Review Correspondence/Sign: Local Mitigation Plan – Final Approval:** line 2, remove the word “satisfactory”. The final correction, again on Page 2 under **New Business: Personal Policy – Mileage Changes:** change “personal “to personnel. Bessie also requested that the pages of the minutes be numbered. Seconded by Richard. Voting: 4 in favor, 0 against (Todd arrived late to meeting and was not present for vote. Eric made a comment that all correspondence be on the town’s letter head, signed and sent certified mail with return receipt required. Belinda added that any letter sent from the Board must be in the minutes prior to sending it.

Personnel Policy Revisions – Sign: Discussed changes and reviewed. All present Board members signed.

Personal Policy –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. Their income will be taxable. Town

employees such as Listers, Town Treasurer, handy man or those attending training or conferences will receive tax exempt mileage reimbursement from the town. The Road Foreman will receive mileage reimbursement while using their personal vehicle but it is not tax exempt.

Review Correspondence/Sign:

- **Payroll Orders:** Signed.
- **Town Hall Permit:** Lynn Douglass requested a permit for February 13, 2016 from 3:00 p.m. until 8:00 p.m. Motion by Richard to accept this request. Seconded by Eric. Voting: 4 in favor, 0 against (Todd not yet present for vote).
- **North Wolcott Road Scoping Study – Sign Agreement:** Discussion. Motion by Belinda to sign the agreement with the State of Vermont Department of Transportation for the North Wolcott Road Scoping Study. Seconded by Bessie. Voting: 4 in favor, 0 against (Todd not present for vote). Signed by all present Board members.
- **Selectboard Training:** Belinda informed the Board that the Spring Selectboard Institute is holding their annual training on March 12th at the Capitol Plaza with several presentations. Discussion.
- **Northern Borders Grant Opportunity:** LCPC has informed the Board that there is a new grant available and they are holding information sessions. The one being held closest to Wolcott is on February 18th at the Morristown Town Clerk’s Office. Belinda and Eric are unable to attend. Will discuss at the next meeting.

New Business:

- **Fort Hill Road Concern – Culvert:** A resident came to the Town Clerk’s Office and complained about a crushed culvert that is on his property on Fort Hill Road and he feels that the pavement is being ignored. He stated that he has spoken to the Highway Department several times requesting that it be attended to. He suggested that the Selectboard do a walk through in the spring. The Board is in agreement to do this. Belinda received an email on January 20th from another resident regarding the North Wolcott Road and how poorly its condition has been over the last three years compared to the Craftsbury side. She stated that on the day of her email and the day before that she would consider the road to be dangerous, but the other roads she traveled on those two days were passable. Belinda forwarded the email to the town garage which now has an email address. It is: wolcotttowngarage@gmail.com. Belinda and Linda have started a concern book and Belinda stated that she will bring all complaints made to the Board.
- **Town Meeting Discussion:** Tabled until the next meeting. The fire department will be in attendance.
- **Rechargeable Battery Collection:** Bessie spoke with Linda regarding the collection of non-rechargeable alkaline batteries (single use). Belinda was told that the transfer station should not change its certification at this time, but she found that several businesses in the area accept them. Poulin Lumber in Hardwick, the Morrisville Transfer Station, Ward’s Systems in Morrisville, Country Home Center in Morrisville and the Craftsbury Transfer Station. Bessie recommended that the employees at the Wolcott Transfer Station be given a list so that he can inform people of their options.

Old Business:

- **Continued Discussion – Road Commissioner’s Job Description:** A draft was presented of what the Road Commissioner should be required of in his duties. Discussion of what should not be included in the job description. Changes made to include that in under certain circumstances and approved by the Selectboard, the Road Commissioner would be asked to perform non-Road Commissioner duties. Belinda will make the changes.

Amendments to the Agenda:

- **Executive Session - Personnel:** Motion by Belinda for the Board to enter into executive session at 6:07 p.m. Seconded by Richard. Voting: 4 in favor, 0 against (Todd arrived late to meeting and he was not present for vote. The Board came out of executive session at 6:20 p.m.
- **DRB Permit Refund Request:** Linda received a request from a resident on February 2nd requesting a refund of the \$125 that she paid for a permit of a sub-division on her property. Her property sits on the town line of Wolcott and Craftsbury. The sub-division was for the Craftsbury side only. Discussion. Motion by Richard to refund the \$125 permit sub-division fee paid. Seconded by Bessie. Voting: 4 in favor, 0 against (Todd not present at time of vote).
- **Executive Session – Road Commissioner:** Motion by Belinda to enter into executive session at 7:37 p.m. Seconded by Eric. Voting: 5 in favor, 0 against. Out of executive session at 7:37 p.m. The Board will pay Todd for his hours worked for the weeks of January 23, 2016 and for the week of January 30, 2016.

Motion to Adjourn: Motion by Belinda to adjourn the meeting at 7:39 p.m. Seconded by Richard. Voting: 5 in favor, 0 against. The next Selectboard meeting is scheduled for February 17, 2016.

Respectfully submitted by Val Mason.