

**Wolcott Selectboard Meeting
Minutes**

November 15, 2017

Members Present: Belinda Clegg, Eric Furs, Michael Davison
Members Absent: Richard Lee, Kim Gravel
Town Employees: Bernarad Earle, Maxfield English, James Robert
Public: Lea Kilvadyova from LCPC, Bill Cotton

Eric called the meeting to order at 6:04 p.m.

Amendments to the Agenda:

- **Back Injury Prevention – Summary of Visit – Highway:** Heidi Joyce from the VLCT came to speak with the highway department regarding back injury prevention. It was recommended that employees working in facilities with foot crush hazards must use safety footwear. It is also a requirement of VOSHA. Mark questioned if the boots could be covered by the PACIF Equipment grant. Heidi emailed the town and said that boots are not covered under the grant. Discussion. Belinda will forward this email to the absent Board members and it will be discussed at the next meeting whether the town will pay for the required footwear.
- **Request for Leave of Absence:** Tom has requested a medical leave of absence as Lister, Zoning Administrator and E911 coordinator while his doctors determine his health issues and are able to set a course for recovery. He offered to work with the town office staff and hopefully come in to the office if necessary. Discussion. Motion by Belinda to accept this request. Seconded by Eric. Voting: 3 in favor, 0 against. Jim Robert has been asked to fill in in the interim. He will get back to the Board.
- **Application for Lister Position:** The Board reviewed Deborah Klein’s cover letter and resume that she submitted for the Lister position. Discussion. The Board will ask Ms. Klein to attend the next Board meeting.
- **Copy of Road Erosion Inventory grant:** A cover sheet from Rob Moore was provided along with a copy of the Road Erosion Inventory grant that the town has applied for. It was reviewed by the Board.
- **Tree Planting:** An email was received from Arlo Sterner questioning if the town has a tree warden. He recommended Mike Green and asked if funds were available. Discussion. Belinda will email Arlo asking him what trees and where he is recommending them being planted.

Approve the minutes of November 1st: Discussion. Motion by Eric to approve the minutes as read. Seconded by Mike. Voting: 3 in favor, 0 against.

Lea Kilvadyova, LCPC – Draft Town Plan summary: Lea Kilvadyova from LCPC, who is assisting the Planning Commission with the Town Plan presented the Wolcott Town Plan – Implementation Plan for 2018-2026 since the Town Plan that was adopted by the Board in 2013 will expire this year. She provided a draft explanation of how the Town Plan was developed during the previous planning period of 2013-2017, Priority Implementation

Actions for 2018-2026, the top items to be addressed in the next planning cycle and what has occurred since the last adoption of the Wolcott Town Plan in 2013. The Top 9 items to be addressed in the next 5 years are: 1. Take part in a public-private partnership to ensure access to high-speed broadband internet services and cellular communications coverage for all Wolcott residents. 2. Apply for Village Center Designation for Wolcott Village and North Wolcott Village through the Vermont Downtown Program. 3. Update the Highway Department's Infrastructure Inventories, including bridge and culvert, erosion road permit, road surface conditions and signs. 4. Enhance and increase the wastewater treatment capabilities of North Wolcott and Wolcott Village. 5. Either alone or in partnership with other organizations, develop a comprehensive plan for amenities, facilities and aesthetics for the Lamoille Valley Rail Trail in town. 6. Redesign and update the Town's website to provide useful and easily accessible information to town residents, including permit application checklists and forms, and a link to the Vermont Agency of Natural Resources Environmental Interest Locator. 7. Explore ways to locally ensure the safety of private water impoundments below the state regulation threshold of 500,000 cubic square feet. 8. Develop and update Wolcott's Flood Hazard Regulations. In conjunction with the standards recommended by the Vermont Agency of Natural Resources. In conjunction with this , relocate the Fire Station out of the flood hazard zone 9. Pursue seeking State designation of Wolcott Pond as a quiet pond. Discussion. Belinda will forward this to the absent Selectboard members. The Planning Commission will hold a public meeting as well as the Selectboard in the future. Discussion. Lea and the Planning Commission requested that the Board provide their feedback. Belinda will forward any input from the Board to James Robert and they will be placed on the agenda for the December 20th meeting.

BUDGET HEARINGS

Planning and Zoning: Tom provided the Board with his budget of \$10,350 which is \$50 lower than last year. Discussion. Motion by Eric to accept the Planning and Zoning budget to be presented to the town. Seconded by Belinda. Voting: 3 in favor, 0 against.

Lister: Tom provided the Board with his budget for the Lister's in the amount of \$17,700. This is the same amount as last year. Discussion. Motion by Eric to accept the Lister's budget to be presented to the town. Seconded by Belinda. Voting: 3 in favor, 0 against.

Library: The library was not present for tonight's meeting, but provided a budget to the Selectboard of \$8725, which is a \$500 increase from last year. Discussion. The Board would like to know what programs the library provides since they are asking for an increase from \$600 to \$800. Belinda will find out answers to the Board's questions regarding their budget and will forward the answers to the rest of the Board.

Curtis Lanphere: Curtis was a no show for tonight's meeting. Discussion. The Board will send a second letter requesting the Curtis remove the shed that he has constructed on town land along with a formal agreement regarding his pasturing of animals. Belinda will forward the letter to the rest of the Board before she sends it.

Comments from the Community: The school budget was discussed.

New Business:

- **School Street Spring:** Eric will return Mark McCullogh's call asking him or Mike to walk the spring with him to give their opinion of the run off that was mentioned at a prior Board meeting.

Old Business:

- **Solar Discussion – continued:** Mike stated that he has spoken with the school and they are interested in power and he has reviewed a letter from David Polow which he will review again. Mike will write up the negotiating terms regarding Encore's proposal. He will forward his thoughts to the rest of the Board prior to the Board setting up a meeting/conference call with Dave Pollow.
- **Health Officer Mileage – tabled 11/1:** Bernard provided his Health Officer Mileage which is currently at 797 miles. This is a total of \$406.47. He has asked for an increase of \$500 from \$300. Motion by Eric to approve. Seconded by Belinda. Voting: 3 in favor, 0 against.
- **Outdoor Storage of Junk and Junk Vehicles – tabled 11/1:** The Board has reviewed the Town of Pittsford's Municipal Ordinance for Outdoor Storage of Junk and Junk Vehicles. This will continue to be an open discussion.
- **Follow up on Comments from Bill Cottton – tabled 11/1:** Bill handed out his recommended specifications for an Administrative Assistant. He feels that this person should become very familiar with the Town Plan, Zoning Ordinances, other Wolcott Ordinances, Town departments structures and roles, Wolcott citizenry, peers in other towns as well as the VLCT and LCPC and the Planning Commission. Additionally he recommends that this person answer to one designated member of the Board as well as regular contact with the Board chair, as directed, prepare materials for, attend and follow up on all Selectboard meetings, handle normal day to day Board matters, communication and dealing with the public. This person would serve as a go to research person for the Selectboard, work closely with the town clerk, as needed help oversee town departments, planning and follow up on those special issues assigned by the Board, prepare and manage town grants as written and implement. They would also develop a working relationship with the LCSD, serve as Zoning Administrator, be a permanent member of the Wolcott Planning Commission and lastly, chair a Wolcott Citizen's Advisory Task Force, if one is formed by the Board. Discussion.
- **Follow up on Comments from Rob Moore- grants:** Rob Moore provided a timeline for the Municipal Road General Permit timeline. This timeline shows: a: July 2018 – Sign up for permit and pay fees, b: 2020 – Required "plan" includes inventory, priorities and rough budget for priorities. c: LCPC proposes to conduct the inventory in calendar year 2018, including identifying priorities and rough budget. Outcome is compliant "plan" in advance of the deadline. d: Wolcott must show progress on MRGP actions by or before 2021. He states that Wolcott is on path to be ahead of schedule for part d.

Review Correspondence/Sign:

- **LCSD – October Monthly Report:** Reviewed. Will be on the town’s website. Belinda will bring in their budget at the next meeting.

The Board entered into executive session at 7:45 p.m. Out of executive session at 7:53 p.m. Motion by Eric to change the personnel policy for the road crew by or before November 1, 2017 to change the entire highway department from 4 – 10 hour work days to 5 – 8 hour work days. Seconded by Mike. Voting: 3 in favor, 0 against.

Motion to Adjourn: Motion by Eric to adjourn at 7:54 p.m. Seconded by Belinda. Voting: 3 in favor, 0 against.

Respectfully submitted by Val Mason.