

**WOLCOTT SELECTBOARD MEETING  
MINUTES  
MARCH 20, 2019**

All Minutes are draft until approved by the Selectboard.  
Please see future Minutes for approval of these Minutes.

Present: Eric Furs, Michael Davidson, Richard Lee  
Absent: Kimberly Gravel, Jennifer Holton-Clapp  
Public: Kurt Klein, Joe Hester-Ingram, John Wheeler, Bill Cotten, Greg Williams, Lucian Gravel  
Guest: Duncan Hastings  
Reporter: Doug McClure, *Hardwick Gazette*

---

Eric called the meeting to order at 6:08 p.m.

**Amendments to the Agenda:**

Eric referred to an email announcing the resignation of Mark Foster from the Highway Department effective March 22, 2019. The board thanked Mark for his years of service to the Town, and wished him the best in his new endeavors. Motion by Eric to advertise the open position, pending Skip's approval. Seconded by Richard. Voting: All in favor.

Eric referenced an email from a citizen questioning why the School Street bridge is one-way only. Eric will contact her to explain it is required by State law.

The Selectboard received a proposal from East Engineering for the East Hill Road culvert project. It was suggested that work be done at the same time as the North Wolcott Road project. Motion by Eric to approve authorization of East Engineering to head up the East Hill Road culvert project. Seconded by Richard. Voting: All in favor. It was noted that Jim Ryan is also a good resource for the Town regarding culverts.

A written complaint was received regarding an unoccupied, collapsed mobile home on Morey Hill Road. Motion by Eric to table discussion of this topic until the Ordinance Review Committee item on the Agenda. Seconded by Richard. Voting: All in favor.

**Comments from the Community:** Kurt asked the board to consider having their meetings, as well as Town Meeting, recorded by Green Mountain Access Television and posted on the Town's website. The recording is free and would benefit the community by expanding access to full information. If a board member is absent, the recording would be beneficial to that member to prepare for the next meeting. Kurt volunteered to research the process and report on the options. If manpower is an issue for GMATV, Kurt volunteered to be trained to run the camera.

Bill wishes the Selectboard would look at the issue of a permit being issued for a single-family residence before wastewater permits are in hand. Bill reminded the board that an attorney needs to start the eviction process on the property the Town owns on East Hill Road.

Lucian spoke in favor of the Selectboard hiring a Town Assistant to help contend with changes and future growth.

**Duncan Hastings - Town Administrator Position:** Michael reported the board received from Hastings a multi-page document estimating the costs for his services to assist with the Town

Administrator position. Hastings could be retained as either a temporary part-time employee, or as an independent contractor. A Town Administrator would work at the direction of the Selectboard, not the full Town. Since there is no statutory provision for the position of Town Administrator, it is particularly important to get the job description right. Every town has special needs. The first step would be to form a committee bringing in different voices from the community. Motion by Eric to hire Duncan Hastings as a part-time employee of the Town, not to exceed 100 hours without further review. Seconded by Michael. Motion amended to add that one Selectboard member, to be determined within one week, will serve as liaison to Hastings. Seconded by Michael. Voting: All in favor. As an employee, his rate will be \$44.00 per hour. His schedule will be determined at a later date. Hastings looks forward to working with the Selectboard.

**Approval of Minutes:** Motion by Eric to approve the Minutes of the March 6, 2019 meeting as written. Seconded by Richard. Voting: All in favor. Motion by Eric to approve the Minutes of the March 13, 2019 special meeting as written. Seconded by Michael. Voting: All in favor.

**Ordinance Review Committee:** Michael stated he received an email from Belinda Clegg in which she resigned as Chair of the Ordinance Committee. Kurt agreed to serve as Chair. Motion by Eric to accept the resignation of Belinda, thanking her for her service, and accepting Kurt as Chair, as recommended by the Committee. Seconded by Richard. Voting: All in favor. Copies of the complaint about the Morey Hill Road property were distributed to Committee members who were present. The Committee has several matters to discuss at their next meeting. An Agenda will be posted on the Town website in addition to other locations in Town.

Also in the email, Belinda indicated she will retain her positions of School District Clerk and District Treasurer for this year. She requested a key to Town Office along with a designated office in which to have a locking file cabinet, and her printer to keep school acts and orders. She has a table and a school laptop.

**New Business:**

**Medicare/Insurance options:** Motion by Eric to table this item until Jenn is present. Seconded by Michael. Voting: All in favor.

**Fiber Committee Minutes:** The Fiber Committee met March 14, 2019 in Hyde Park to explore fiber expansion in the region. At their next meeting, the Committee will prepare a status report for Selectboards. Hyde Park Town Administrator, Ron Rodjenski, will email the Wolcott Selectboard.

**Vermont Road and Bridge Standards:** Motion by Eric to table this item until Duncan Hastings and Linda Martin can be present. Seconded by Richard. Voting: All in favor.

**Class 2 Structure and Emergency Grant Program:** A meeting will be held on March 26 in St. Albans to review the relevant section in the Orange Book. Eric will talk with Linda and Jim Cota to see how this has been handled in the past.

**Animal Control Ordinance:** The new Ordinance is now in effect. Linda serves as the custodian of the ticket book. Animal Control Officer, Bernard Earle, is to meet with the Ordinance Committee.

**Old Business:**

**2020 Annual Letter to Towns from Jim Cota:** Motion by Eric to table this item until Jim Cota can be consulted. Seconded by Richard. Voting: All in favor.

**Review Correspondence:**

A letter was received from Vermont League of Cities and Towns (VLCT) regarding Cyber Security Risk Management. Michael will follow up to determine whether this would be valuable for Wolcott.

The Lamoille County Sheriff's Department (LCSD) monthly report for February was received.

The board reviewed the report received from Brook Field Service regarding the recent regularly scheduled maintenance work done on the generator at the Town Office.

FEMA upcoming Risk Mapping Assessment meetings are scheduled for March 26 in Johnson and March 27 in Hardwick.

The VLCT Workshop and Newsletter was received.

Payroll and monthly orders were signed.

Motion by Eric authorizing Michael to purchase for the Selectboard a locking file cabinet. Seconded by Richard. Voting: All in favor.

**Motion to Adjourn:** Motion by Eric to adjourn the meeting at 7:41 p.m. Seconded by Richard. Voting: All in favor.

Respectfully submitted by Deborah Klein

*The next Selectboard Meeting will be April 3, 2019*