

Wolcott Selectboard Meeting Minutes May 6, 2020

Conference call - 6:00 p.m.

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

Present: Kim Gravel, Mike Davidson, Richard Lee, Linda Martin, Kurt Klein
Employees: Belinda Harris Clegg, Lucien Gravel, Deborah Klein
Public: Jim Holton, Ryan Bjerke, Dan Noyes, Bill Cotten, Bruce Wheeler
Guest: Meghan Rodier, Lamoille County Planning Commission
Reporter: Doug McClure, *Hardwick Gazette*

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

Amendments to the Agenda:

Wifi router installation: Bruce Wheeler reported that Consolidated Communications is installing a router at old Town Hall that will broadcast existing service for a cell phone and/or laptop. There is no charge for installation, and the first two months of service on a three-year contract is free. Subsequent monthly payments will be \$60. Motion by Mike to proceed with installation of the router and for the Town to enter into the contact with Consolidated. Seconded by Linda. Roll call vote: All in favor. Dan Noyes will check on the possibility of reimbursement for wifi investment costs incurred by the Town. Bruce will continue to investigate Community Union Districts on behalf of Wolcott.

NRDC support letter: The board reviewed a letter addressed to the Clean Water Service Provider Review Committee supporting the Northwest Regional Planning Commission to serve as the Clean Water Service Provider for the Lamoille River Basin. Motion by Kurt for the board to sign and submit the letter of support for the NRDC. Seconded by Richard. Roll call vote: All in favor.

Inquiry regarding penalty and late fees on municipal taxes: A resident inquired about waiver of a penalty for late fees on taxes for those who have been negatively impacted due to the pandemic. Dan Noyes stated there is a bill that should soon come before the Governor addressing the ability of Towns to delay payment, late fees, and interest on municipal taxes, but not the education tax. The tax due date will remain the same in Wolcott. Currently, the board of abatement would be the only option available to those unable to pay their municipal taxes in full due to hardship.

Fuel costs: The board previously entered into an agreement with Bourne's for the purchase of fuel. Bourne's has now offered lower rates. Motion by Linda to accept the new proposed fixed fuel costs, as well as diesel fuel at a fixed, not flexible, rate. Seconded by Richard. Roll call vote: All in favor.

Approve Minutes of April 15, 2020: Motion by Mike to accept the April 15 Minutes as written. Seconded by Kurt. Roll call vote: 4 in favor, Kim abstained since she had not been present.

Burn permits: Jim Holton, Wolcott Fire Chief, stated he is in favor of allowing small campfires. He would leave it in the discretion of the Fire Warden whether to grant a permit for other burns. Motion by Kurt to lift the burn ban at the recommendation of the Fire Chief. Seconded by Mike. Roll call vote: All in favor.

Meghan Rodier, LCPC - Local Hazard Mitigation Plan

Meghan Rodier, Regional Planner with Lamoille County Planning Commission (LCPC), sought input from the board with regard to prioritizing strategies and actions listed in the 2020-2025 Wolcott Local Hazard Mitigation Plan. Once changes are made, a draft of the plan will be published on the Town website and Front Porch Forum. There will be a brief comment period at the time of the June 3 Selectboard meeting.

Comments from the Community: None

Wolcott Interim Operational Directive - updates: The Town will comply with the addendums to the Governor's Executive Order 01-20. Discussion began. Motion by Linda to table the remainder of the discussion to later in the meeting. Seconded by Mike. Roll call vote: All in favor.

Public spaces - Individuals are allowed to gather in groups of ten or fewer, but still maintain a 6' distance from others. Current signs will be replaced with updated requirements. The bleachers will be temporarily removed from the Wolcott ball field.

Town employees - Town employees will complete the required VOSHA training and submit a certificate to the Town Clerk. Before each work shift, employees will check their temperature and complete a health survey.

Public access - A protective shield has been ordered for the Clerk's office. The door to Town Office will remain locked. The public may be allowed in one at a time. The road crew must have ten or fewer on a crew, and must wear masks. The library will continue with curb-side service.

Transfer Station - Effective immediately, the Transfer Station will be open both Saturdays and Sundays from 9:00 to 1:00.

Highway Department Report

Three bids were received for winter sand. The low bid for 6,000 yards, 1/2" stone, was submitted by Gravel Construction Co. at \$37,500. Motion by Mike to accept the bid from Gravel Construction Co. for winter sand. Seconded by Richard. Roll call vote: 4 in favor, Kim recused herself based upon family relationship. The road crew will start picking up the sand some time after July 1.

Lucien received an estimate of \$1,703.97 from Green Mountain Trailers to repair the chloride trailer. Motion by Mike to authorize repair of the chloride trailer based upon the estimate. Seconded by Richard. Roll call vote: All in favor. The expenditure will appear as a negative in the Equipment Repair fund. An equipment repair log does not currently exist, but will be created going forward.

Lucien reported the 2013 truck will need to be repaired before winter. The value of the truck is estimated at about \$50,000. It is estimated repairs would be about \$45,000. A new truck and body may cost about \$150,000. Lucien will obtain solid numbers on the value and repair estimate for the truck, as well as the cost of a new truck, for the board to review at their next

meeting. It was suggested that all highway department equipment be inspected so the board can anticipate what repairs may be needed and when.

Lucien reported that maintenance and repairs need to be made to the Town Garage building. Kim will look into what is needed and the estimated costs and report back to the board.

Gravel Construction Co. had previously been awarded a bid to work on some projects along North Wolcott Road damaged by the Halloween flood. Debra Pierce, VTrans, has recommended that other repair projects in the same general area be completed by Gravel Construction Co. as well. Lucien stated that work would be done on a time and materials basis. Motion by Mike to extend the Gravel Construction Co. contract for additional repairs in that area as a result of flood damage, as recommended by Debra Pierce. Seconded by Richard. Roll call vote: 4 in favor, Kim recused herself based on family relationship.

Lucien reported that two roads remain to be graded before the rotation starts over again. A culvert on Elmore Pond Road needs to be replaced. Lucien stated it will be done either next week or the following week.

Town Clerk/Treasurer Report

Belinda reviewed with the board a template showing income & expense budget vs. actual. Belinda noted that the Annual Financial Plan for Town Highways is ready for board signatures. A portable safety shield has been ordered for Town Office. Belinda outlined for the board some of the safety procedures that will be in place on tax day. The PACIF claims report has been received for board review.

New Business

Kim noted that Jim Paradee voluntarily removed debris from the North Wolcott ball field. The contract for mowing the ball fields and Town Office ends in June. The Procurement Policy requires the Town seek quotes for mowing after July 1, the beginning of the fiscal year. Motion by Linda to have Brad Blaisdel fulfill his contract to the end of June, and to seek quotes. Seconded by Richard. Roll call vote: All in favor. It was suggested the board seek quotes for a three-year period.

The board preliminarily discussed salaries for Town Clerk, Assistant Town Clerk, and Highway Commissioner under the 2020-2021 budget. Discussions will continue prior to July 1.

Unfinished Business

The board has appointed Ryan Bjerke to serve as Emergency Management Coordinator. Kee Gillan has agreed to serve as his assistant. Bernard Earle will assist Ryan as well.

An amended report on reclassification of Reed Road is ready for board signatures.

The board agreed to table the following items:

Policy Planning Committee: Conflict of Interest Policy; Procurement Policy; Junk Ordinance; Scribe job description;
Eviction proceeding - Town property on East Hill Rd;
Proposal for community garden;
Rules of Procedure: consider amendment for the Chair to prepare the Agenda.

The board will determine on Tuesday, May 12 whether to hold a Special Selectboard meeting before the 20th. The decision will be based upon the number of Agenda items at that time.

Respectfully submitted by Deborah Klein

Next regular Selectboard meeting - May 20, 2020

Phone in information available on Town website prior to the meeting