

**Wolcott Selectboard Meeting
Minutes**

December 7, 2016

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

Members Present: Belinda Clegg, Richard Lee, Eric Furs
Members Absent: Bessie Martin, Kim Gravel
Public: Linda Maclay, Ed Lowell, Tim Yarrow
Reporter: None
Correspondent: Val Mason

Eric called the meeting to order at 6:06 p.m.

Amendments to the Agenda:

- **Posted Roads and Bridges**
- **VLCT Dues Increase**
- **State Payment in Lieu of Taxes (PILOT)**
- **Vermont Association of Chiefs of Police Luncheon**
- **Lamoille County Food Share Thank You**
- **Lamoille Home Health and Hospice Appropriation Level Funded**

Fothergill Segale & Valley – Audit Review: Linda Maclay of Fothergill Segale & Valley appeared before the Board to review the audit that they performed for year end June 30, 2016. She explained that it was required by State statute that her firm present this audit in person, due to the findings of material weaknesses and significant deficiencies. She reviewed those weaknesses, which was that the town issued a check in June for road work services for the fiscal year 2016, but due to the work being postponed by the contractor, the audit report stated that the check, which was held until the work was done should have been voided and reissued when the services were actually performed. The next weakness was that the town purchased a significant amount of highway supplies in June, but were meant for consumption in fiscal year 2017. The review stated that these supplies should have been recorded as inventory at year end and expensed in the year that they are consumed. It was recommended that the inventory for highway supplies be calculated at year end and adjust the related expenditures. She then explained that the significant deficiencies was in the Transfer Station. Every transaction that she pulled to review either had a cash shortage or overage on the cash sheet. The Board informed Linda that they have purchased a new cash register and set it up with a card and that they are working on a reconciliation form. Linda then reviewed the Fund Financials, Fund Balance and exhibits of Business Activities. The potential use of the Landfill through the solar study was discussed.

Wolcott Ballet – Tim Yarrow: Tim represented the Wolcott Ballet in asking the Board to potentially enter into a discussion to sell the town hall to them. He shared their thinking process and that they are in a need for growth and control of class offerings. Belinda

informed Tim that Helene had turned down an offer from the Board in the past to purchase the town hall in the amount of \$100,000. The Board told Tim that they are not interested in selling at this time because of the uncertainty of the Old Schoolhouse being restored, whether or not the grant for it will be approved and what the town will decide at town meeting. The Board feels a strong need to offer a public location to the public for use. They said that they may possibly be open to selling of the hall in the future but that a vote would be required from the tax payers.

Budget Hearings:

- **Planning/Zoning:** Tom was unable to attend tonight's meeting but left a letter and his budget expenses for Planning and Zoning for the Board's review. He is asking for level funding of \$10,400 but did change the amounts allocated in some of the categories.
- **Listers:** Tom was unable to attend. He left a letter and a listing of the Listers budget. He asked that it be level funded at \$17,700 but he did change the amounts allocated in some of the categories. The Board acknowledged these budgets.

Approve Minutes of November 2, 2016: Discussion. Belinda questioned the Fire Department's budget amount. She asked that Val check on whether the Fire Department will level fund in the amount of \$63,900 for two years as discussed at their budget hearing. If so, the minutes will be amended at the next meeting. Motion by Belinda to accept the minutes as read. Seconded by Richard. Voting: 3 in favor, 0 against.

New Business:

- **Request to Remove Interest From Late Payment of Military Personnel:** Stephanie Allen sent an email asking that the town not charge her interest in the amount of \$16.25 on her late property taxes due to the fact that she is in active military in the middle east. Discussion. Motion by Belinda to forego the interest of \$16.25. Seconded by Eric. Voting: 3 in favor, 0 against.
- **Request to Purchase Land:** The Board discussed a letter sent by Sally Gabree informing the town that she would like to sell her parcel of land for \$25,000 on Baldwin Brook road due to health reasons. Discussion on the potential benefits of the land to the town. Belinda will respond and do some research. The town will ask Ms. Gabree to a first right of
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 - refusal.
- **Asbestos and Lead Inspection - Old School House:** Don discussed the report findings from Crothers Environmental Group, LLC. A sample taken found greater than one percent of asbestos in the green and yellow linoleum and the 9x9 tan floor tile. Lead concentration of 1.0mg/cm² or greater was found on exterior siding, trim, the window well in the south classroom and the exterior window sash wood. The Board will email and send a hard copy asking the committee to consider attending courses to perform work on the building. They explained that the course and travel time would be paid by the town. Belinda also informed Don that residents have

been asking if they could donate money to the project and if the committee would like her to contact the Historical Society.

Old Business:

- **Discuss Installation of Floor Drains – Town Garage/Fire Department:** Belinda explained that two concrete floor drain capture tanks have been installed in the Town Garage/Fire Department building. One in the town garage side and one on the fire department side due to the town employee's concern of excess water forming during winter from the radiant flooring. An email from James Gascoyne from the State of Vermont states that after checking with the UIC division, the tanks do not require a report being generated. They do however have to be checked periodically for volume and pumped out when necessary. James did state that if any petroleum or solvents enter into the floor drain, then the tank contents may have to be disposed of as hazardous waste by ENPRO. The repair bay is separate from the area that captures water, so Jim stated that no permit or reporting are required. The town employee have been made aware of this.

Review Correspondence/Sign:

- **Town Hall Permits:** Danielle Draper rental agreement for the town hall on December 17, 2016 from 7:00 p.m. until 12:00 p.m. with alcohol. Discussion. Motion by Belinda to approve the request without alcohol. Seconded by Eric. Voting: 3 in favor, 0 against. Request from Anna N. Corporation for January 1, 2017 from 3:00 p.m. until 9:00 p.m. without alcohol. Motion by Eric to approve the request. Seconded by Richard. Voting: 3 in favor, 0 against. Request from Elaine Lang for January 8, 2017 from 11:00 a.m. until 7:00 p.m. without alcohol. Motion by Eric to approve the request. Seconded by Richard. Voting: 3 in favor, 0 against. The Board discussed changing the wording and requirements on the town hall permits regarding the use of alcohol.
- **Review and Sign Payroll Orders:** Reviewed and signed.
- **Generator –Maintenance Agreement:** Discussion. The Board agreed to sign the agreement with Brook Field Service for a yearly maintenance agreement, program 1 paid by December 21, 2016 to receive a discount. The cost is \$379.
- **Application to Serve on Town Report Committee:** Adrienne Schultz submitted a cover letter and resume to the Board regarding the town report committee advertisement. She is interested in doing graphics. Discussion. Belinda will call Adrienne and ask her to meet with herself and Val and to ask her as to what extent she is willing to contribute.
- **Lamoille County Courthouse –Notice of Budget Hearing:** A letter was received informing the Board of the Lamoille County Courthouse budget hearing on December 1, 2016. Belinda stated that no one from the town was able to attend the meeting but a copy of the Fiscal Budget 2018 with the 2015 Municipal Equalized Grand List. Wolcott's portion went down \$7 to \$14,589. Discussion.
- **Lamoille County Sherriff's Department –Notice of Budget Hearing:** A notice was received of the department's hearing for December 1, 2016 of which no one was

able to attend from the town for their communication budget. Wolcott's allocation assessment went up \$1874 to \$40,848. Discussion.

- **Lamoille County Sherriff's Department Monthly Report for October:** Reviewed. Discussed the amount of tickets and warnings dispersed in Wolcott compared to Elmore, Hyde Park and Johnson.
- **Elmore Pond Road Traffic Study:** The Board reviewed and discussed the Traffic Study. The study time period was from August 3, 2016 until August 10, 2016. The report showed the count location and data summary. The average daily traffic was 788 vehicles.

Amendments to the Agenda:

- **Posted Bridges and Roads:** Belinda questioned the Board on the Gulf Road's bridge posting. She stated that the road is in poor condition and this is with the posting being in affect for the bridge. Reviewed the reminder from the State of Vermont Agency of Transportation Department of Motor Vehicles of the statutory obligations of reporting special weight limits for highways and bridges. Discussion. The Board will continue to post the bridge.
- **Vermont League of Cities and Towns Dues Increase:** Reviewed the notice of the set dues for year beginning July 2017 at \$1.14 per capita. The per municipality service fee is \$980 which is an increase of \$30 (five percent).
- **State Payment in Lieu of Taxes (PILOT):** Reviewed the notice from the State explaining that the formula used to determine PILOT payments from the Agency of Natural Resources program has been changed.
- **Vermont Association of Chiefs of Police Luncheon:** Discussed an invitation that the Board received to attend a luncheon sponsored by the Vermont Association of Chiefs of Police at 12:00 p.m. on Tuesday, January 10, 2017. Eric plans to attend.
- **Lamoille County Food Share Thank You:** Reviewed a thank you letter for the \$600 donation that the town voted on at town meeting.
- **Lamoille Home Health and Hospice Appropriation Level Funded:** Reviewed a letter informing the Board that they are level funding and requesting an appropriation in the amount of \$5028 which remains at \$3 per person. This is figured using the 2010 census based on the population of Wolcott of 1676 people.

Adjourn the Meeting: Motion by Belinda to adjourn the meeting at 7:36 p.m. Seconded by Eric. Voting: 3 in favor, 0 against. The next Selectboard meeting is scheduled for December 21, 2016 at 6:00 p.m.

Respectfully submitted by Val Mason.