

**Wolcott Selectboard Meeting  
Minutes  
February 3, 2021**

Zoom meeting: 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, Linda Martin, Richard Lee, Kurt Klein, Kurt Billings  
Employees: Randall Szott, Dillan Cafferky, Lucien Gravel, Belinda Harris Clegg, Deb Klein, Tom Martin  
Public: Monica Cross  
Reporter: Doug McClure, *Hardwick Gazette*

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

**Announcement:** Kim stated this will likely be her last time to Chair a Selectboard meeting. Kim appreciates the time she has spent on the board, but cannot continue serving as a board member. Kim expressed thanks to all for teaching her so many things, and said she will miss everyone. Kim was thanked for her service to the Town.

**Amendments to the Agenda:** A request was received to use the softball field for a game on July 3. Besides players, it was anticipated there would be fifty spectators. Szott will contact the requester to let her know of the Governor's current directive regarding limits on large gatherings. The directive may change prior to July 3.

**Approve Minutes of January 20, 2021:** Motion by Martin to accept the Minutes of January 20. Seconded by Klein. Discussion: None. Voting: All in favor.

**Comments from the Community:** None.

**Highway Department**

**iPad Update:** Cafferky has been researching iPads with the intent to purchase one for the Department's use. In conjunction with an app, the iPad could be used to photograph work sites that would include coordinates. This would be useful as supplemental information for FEMA reports for reimbursement. The cost would be approximately \$300.

**General Update:** Cafferky reported there have been no major equipment breakdowns, and no complaints have been reported. The Town is still awaiting FEMA reimbursement for work done.

**Town Hill Road - Status:** The culvert project was put on hold last year due to high water and cold temperatures. Work will get underway once the weather allows.

Martin stated she has been in communication with the Federal-aid Highway Program representative regarding reimbursement for projects on North Wolcott Road and Elmore Pond Road. Martin explained the reimbursement schedule for the first 180 days of the Elmore Pond Road project. The actual work was extended by one day, May 11, 2020. If that extra day is included in the submission for reimbursement, it would lower the reimbursement schedule for the entire period. The cost to the Town for that day would be \$1,390.20. The Town has the ability to withdraw that day from the submission for reimbursement. Motion by Martin to withdraw submittal for May 11, 2020 for the Elmore Pond Road project. Seconded by Lee. Voting: All in favor.

**Town Administrator Report:** Some of the projects Szott is working on include: revision of the Personnel Policy; Highway Department issues such as street reporting, 2021 Mileage Certificate, emergency procurement policy, highways and bridges, Better Roads grant, and safety improvements at the Garage. Szott attended the Lamoille Chamber of Commerce legislative update on January 25.

### **New Business**

**Permit Fee Changes:** Tom Martin, Zoning Administrator, requested the board consider lowering the subdivision permit fees to be more in line with what surrounding towns have set. It was noted that fees imposed by the Town are supposed to reflect the cost of doing business, and are not to serve as a money maker. A lower fee may encourage more houses and structures being built in town. Motion by Lee to reduce the subdivision fee to \$100 effective immediately. Seconded by Klein. Voting: All in favor.

**Resignation - Law Enforcement Committee:** Jim Olsen submitted to the board his resignation from the Law Enforcement study group. He is no longer able to serve in that capacity. The vacancy will be posted.

**Town Meeting Postcard Mailing:** Belinda stated she is working on a postcard to inform citizens on how they can obtain a ballot for voting on candidates and Town Meeting issues. The board would like the postcard to include information on how to access the Informational Meeting that will be held on February 24. Information on how to access the Informational Meeting will also appear on the back cover of the Town Report.

**Preliminary Audit - Discussion:** The board is reviewing a draft of the Audit. The auditor will be invited to attend the March 17 Selectboard meeting.

**Voter Informational Meeting - Discussion:** Due to the pandemic, this year's Town Meeting will not be held in person. Voting will take place by Australian ballot. Since there will be no floor discussion, the board has scheduled an Informational Meeting to take place via Zoom at 6:00 p.m. on Wednesday, February 24. This will provide citizens with an opportunity to ask questions of the board about the budget or other Articles on the Warning. Belinda stated the tabulator has been updated. A proof of the ballot has been received. It was noted that originally the sample ballot listed two candidates for the two-year Selectboard position. Subsequently, one of the individuals withdrew and chose to run for a different position.

**Unfinished Business**

**Peck and Tallman Deeds (Brook Road):** The attorney drafting the deeds for the Town is awaiting more detailed information on where workers will need to access the properties involved in order to complete the culvert project.

**Note Taker for Law Enforcement Committee:** This matter will be addressed should Wolcott's representative on the Committee be replaced.

**Executive Session:** Motion by Klein to enter executive session to discuss a personnel matter. Seconded by Lee. Voting: All in favor. Szott was invited to attend. The board entered executive session at 7:23 p.m. Following executive session, the board determined that a letter will be placed in an employee's personnel file.

**Adjourn:** Motion by Lee to adjourn. Seconded by Klein. Voting: All in favor. The meeting was adjourned at 8:04 p.m.

Respectfully submitted by Deborah Klein

*Next regularly scheduled meeting - Wednesday, February 17, 2021  
Informational Meeting prior to Town Meeting vote - Wednesday, February 24, 2021  
Meetings are at 6:00 p.m. via Zoom*