

**Wolcott Selectboard Meeting
Minutes
January 19, 2022**

Wolcott Town Office/Zoom/phone-in: Public meeting at 6:00 p.m.

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

Present: Linda Martin, Kurt Klein, Allen Carpenter, Richard Lee (arrived at 5:37)
Absent: Kurt Billings
Employees: Belinda Harris Clegg, Deb Klein
Public: Dolan Patrick, Monica Cross, Alison Link

Martin called the meeting to order at 5:30 p.m.

Executive Session

Motion by Klein to enter into executive session to discuss labor relations agreement. Seconded by Carpenter. Voting: All 3 in favor. The board entered executive session at 5:30. The board came out of executive session at 5:46 p.m. Motion by Klein to accept the revised agreement between the Northern New England Laborers' District Council and the Town of Wolcott that runs from January 19, 2022 through June 30, 2025. Seconded by Lee. Voting: All 4 in favor. Motion by Klein to modify the Personnel Policy to include holidays: Martin Luther King Day, Presidents' Day, Columbus/Indigenous Peoples' Day, and as a floating holiday: Town Meeting Day; and to modify the Personnel Policy to add three (3) days bereavement; and to pay the difference between Town wage and the funds received for jury duty, to be limited to a maximum of 40 hours per week. Seconded by Lee. Voting: All 4 in favor. The board recessed at 5:51 p.m. until the public meeting scheduled for 6:00 p.m.

Martin called the public portion of the meeting to order at 6:07 p.m.

Amendments to the Agenda: "Equipment for Hybrid Meetings" was added without objection to #9 on the Agenda.

Approve Minutes of January 5, 2022: Motion by Klein to approve the Minutes of January 5. Seconded by Lee. Discussion: None. Voting: All 4 in favor.

Comments from the Community/Correspondence: None.

Selectboard budget

The initial draft of the Selectboard budget was amended to include a category for "IT Department." The Lamoille County Sheriff's Department Dispatch and Patrol budgets are included in the Selectboard budget this year. With these additions, it does not allow for a Comparative budget analysis with last year's budget. The board discussed ways to point out the differences for voters to follow. The initial draft of the budget would likely have had a five cent increase in the tax rate. Some funds from the unassigned fund balance, along with the fund balance for the Town Administrator, were moved so that the likely increase in the tax rate will be two cents. With those changes, the board approved the Selectboard budget.

Town Meeting Logistics

It was noted that S172 authorizes Selectboards to vote to use Australian ballot instead of a floor vote for Town Meeting. This is due to the continuing Covid pandemic. Motion by Klein to have 2022 Town Meeting vote by Australian ballot. Seconded by Lee. Voting: All 4 in favor. Those who wish to run for an open office must submit a Consent of Candidate form to Town Office by January 24. It was also noted that S172 prohibits Towns from having an Article on this year's ballot asking voters if they wish to vote by Australian ballot at future Town Meetings. A special meeting will need to be scheduled, perhaps in the spring, to bring that question before the voters.

Informational Meeting: The date for the Informational Meeting to be held prior to Town Meeting day was set for Wednesday, February 23 at 6:00 p.m. The Selectboard will be physically present at Town Office for the meeting. Public participants must join remotely via Zoom or by phone.

Postcards: Like last year, a postcard will be mailed to all voters to inform them that this year's vote will be by Australian ballot. Information will be included on how to access the Informational Meeting, how to obtain an absentee ballot, and how votes may be cast. Postcards will be mailed out as soon as possible using the same mailing list as for the Town Report.

Warning: The board discussed the Articles to be included in the Warning. This year all appropriation requests will be voted on separately.

Town Report: Martin reported the Town Report is nearly completed. It will be submitted to the printer on January 21.

Selectboard review/action

Equipment for Hybrid Meetings: Dolan Patrick has been volunteering time and equipment to assist in holding hybrid meetings for the Town. Patrick provided the board with ideas on equipment and other items that the Town can purchase to enhance the quality of hybrid meetings. It was noted that ARPA funds should cover these costs. The board will work with Patrick to obtain what is needed.

Lister Copier: The board had previously agreed to enter into a lease agreement for a new copier that would be located in the Lister Office. It was thought that the maintenance contract on the current copier exceeded the monthly lease cost for a new copier. It has since been determined that is not the case. Motion by Klein to reverse the Selectboard's decision to lease a new copier. Seconded by Lee. Voting: All 4 in favor.

Zoning – Scanning: The Zoning Administrator has indicated the need to have historic building permits available to the public online. The Town website has ample storage space. The board discussed advantages and disadvantages of having the documents scanned in-house, which would require the purchase of a scanner, or outsourcing the scanning. Having a scanner in-house would allow future documents, for both Zoning and the Town Clerk, to be scanned and made available to the public. Labor costs would need to be considered. ARPA funds should cover some of these costs. The board will conduct further research.

Credit Card: The board discussed the need for the Town to have a credit card. Some services and items may be purchased only using a credit card. The board has obtained a credit card application from Union Bank. Union Bank requires a copy of Minutes from a Selectboard meeting authorizing a credit card in the Town's name, and who the signers will be. Motion by Lee authorizing the Town to obtain a credit card

through Union Bank with a \$5,000 limit, and authorizing Belinda Harris Clegg and Kurt Klein to be the signers. Seconded by Klein. Voting: All 4 in favor.

Certificate of Mileage: Each year Selectboards are required to certify all Town highways to VTrans. Martin noted there were no changes in the past year. The Certificate will be signed by Martin and returned to VTrans.

Janitor position: One application has been received so far for the posted job position. The applicant will be invited to the February 2 meeting for an interview. Until a janitor is hired, the board may wish to consider a small stipend to Ballet Wolcott for performing basic cleaning duties.

Request name for private road: The board was asked by the E-911 Coordinators to name a private road on which there are now three identifiable addresses. The road originates in Hardwick and continues on into Wolcott. At their January 6 meeting, the Hardwick Selectboard named the Hardwick portion of the road "Grouse Crossing." The E-911 Coordinators are requesting the same name for the Wolcott portion of the road. Motion by Lee to name the Wolcott portion of the private road "Grouse Crossing." Seconded by Carpenter. Voting: All 4 in favor.

Announcement - Notice of Violation: The Zoning Administrator has issued a Notice of Violation for the applicant for a campground at the end of Arnolds Lane.

Adjourn: Motion by Klein to adjourn. Seconded by Lee. Voting: All 4 in favor. The meeting was adjourned at 7:28 p.m.

Respectfully submitted by Deb Klein

Next regularly scheduled meeting – February 2, 2022