

Wallingford Selectboard

Meeting Minutes

May 6, 2024

Selectboard Members Present: Rob Barker, Carolyn Behrendt, Justin Jankus, Kathy Luzader, and Mark Tessier.

Others present: Sandi Switzer, Erika Berner, Drew Elwood, Anne Awad, Ken Welch, Ralph Nimitz, Barb Boucher, John Armstrong, Jay White, Phil Baker, and Greg McCormack from Peg-TV.

Selectboard Chair Kathy Luzader called the meeting to order at 6:30 p.m.

Agenda Amendments. By consensus, the Board deleted Community Tree Grant application at the request of Rob Barker; added Elfin Lake use request; added Elfin Lake Concession applications.

Minutes. M. Tessier made a motion that was seconded by C. Behrendt to approve the 04/15/24 Meeting Minutes. Motion carried (4-0). J. Jankus had not arrived.

Pay Orders. R. Barker made a motion that was seconded by C. Behrendt to approve the 05/07/24 pay order total of \$1,697,148.26. Motion carried (4-0).

Road Commissioner's Report. Road Commissioner Phil Baker said the road crew had graded Sugar Hill, Hartsboro, Homer Stone and North End Drive. He said it was his intention to pave a portion of Homer Stone and North End Drive this summer with the \$85,000 paving budget. He noted Wilk Paving would complete paving projects at the intersection of Sugar Hill and Seward Hill as well as near the Waldo Lane transfer station by June 15th.

Mr. Baker said he did not think the Elfin Lake concession stand septic tank needed to be pumped before the public beach opens for the season.

Mr. Baker said he would work with Tree Warden Rob Barker on Haven Hill Road trees that needed to be cut down. Town Administrator Sandi Switzer noted a tree growing adjacent to the pedestrian bridge off Waldo Lane needed to be cut back.

M. Tessier said he had re-programmed the flashing radar signs without assistance from ElanCity and they should be ready for installation.

Mr. Baker said he would contact a company that may be interested in purchasing the 2014 International for salvage as there would not likely be anyone interested in buying it to operate. Board members discussed asking voter approval to establish a Reserve Fund for the Highway Department at Town Meeting next year.

The Board approved Anne Awad's request for the road crew to haul mulch before June 8 to the corner of Waldo Lane and Route 140W for a Japanese Knotweed eradication project. Ms. Awad said 18 people volunteered to assist with the project.

Honorable Mentions. Richard Korchak purchased two new medical walkers for the Town to lend out as needed.

Public Comments. None.

Energy Committee Heat Pump Request for Proposal for Town Hall. M. Tessier said state Historic Preservation officials had not yet reviewed the Request for Proposal (RFP) for Town Hall heat pumps in order to give an opinion regarding possible impact on the historic registry designation. He recommended tabling this matter until that review was completed. M. Tessier also noted boiler replacement was a priority and the Town had already awarded a contract to paint exterior trim and seal windows this summer. He advised waiting on heat pumps until next year. The town administrator said Historic Preservation officials wanted to meet with Town representatives on the heat pump project. Energy Committee member Ken Welch agreed to attend.

Town Hall Boiler Replacement Engineering Services. The Board last year received three bids for engineering services to replace the boiler. The matter was tabled at that time. K. Luzader said Engineering Services of VT, LLC had confirmed their low bid price of \$4,000. M. Tessier said Proctor Gas had provided an estimate of \$4,510 for a 500-gallon propane tank with excavation and installation extra. K. Luzader asked if a survey was needed. Mr. Nimtz said the property line at the hedges was obvious and the tank only needed a 10-foot buffer. R. Barker said there was no buildable lot between the prospective tank site and the neighboring property, therefore, he said a survey was not needed and the tank could be installed where designated by a marker on the lawn.

Mr. Nimtz said propane would provide supplemental heat for the heat pumps. M. Tessier said propane would be the primary source until heat pumps were installed possibly next year. Jay White said the Heat Pump RFP was for the first floor only, not the second floor. There was a discussion regarding whether Historic Preservation should be informed of any second-floor plans. The town administrator asked whether the RFP should be revised to include the second floor. Mr. Welch said that was possible. The town administrator said this matter could be discussed during the meeting to be set up with state officials. M. Tessier said he would like to delay the heat pump project until 2025. J. Jankus said the Town had money from the Asset Fund (formerly ARPA) for the heat pump project (first and second floors) and preferred doing the work all at once. C. Behrendt suggested waiting to hear from Historic Preservation then deciding how and when to proceed.

After further discussion, J. Jankus made a motion that was seconded by C. Behrendt to hire Engineering Services of VT, LLC at a cost of \$4,000 to create design and bid documents for the replacement of the Town Hall boiler with a propane unit. Motion carried (5-0).

M. Tessier advised Energy Committee members to designate an individual to serve as project manager. R. Nimtz said the contractor would provide a manager and committee members would be available. M. Tessier said the Energy Committee would also need an estimate to excavate and set the tank.

Rotary Coin Drop Request. Wallingford Rotary President Drew Elwood requested permission for a coin drop in front of the Rotary Building on Main Street on Saturday, July 27nd from 10 a.m. to 2 p.m. with an August 3rd rain date. He said this was one of the larger Rotary fundraisers and money goes toward Wallingford Day, the annual Bike Safety Day, the annual fishing derby and more. He said Rotary would also seek permits for the coin drop from VTrans as it would be located on a state highway. R. Barker made a motion that was seconded by J. Jankus to approve the request. Motion carried (5-0).

Reserve Fund for the Newsletter. Barb Boucher representing the Communication Group requested the Board consider placing an article on the Town Meeting Warning to establish a Reserve Fund for donations and income dedicated to the monthly newsletter. Ms. Boucher said it cost about \$400 a month to put out the newsletter and \$300 of that was postage. Revenue from advertisements goes toward the newsletter rather than in the general fund. She requested any money remaining at the end of the fiscal year go into a Reserve Fund for the next year. C. Behrendt said the Board could add a special article to the Town Meeting Warning asking voters to approve a Reserve Fund. J. Jankus said maybe the same could be done for other groups. K. Luzader said the Board would revisit this matter when the Town Meeting Warning was drafted at budget time.

Elfin Lake Concession Applications. Board members reviewed employment applications for Gabrielle Forrest and Torrance Behrendt to work at the Elfin Lake concession stand this summer (T. Behrendt requested to work as a substitute). M. Tessier made a motion that was seconded by R. Barker to hire both individuals. Motion carried (5-0 for G. Forrest and 4-0 for T. Behrendt with C. Behrendt abstaining from that vote).

Elfin Lake Use Request. J. Jankus made a motion that was seconded by C. Behrendt to approve a request by Fair Haven Middle School to use the Elfin Lake public beach on Monday, June 10 (before opening for the season) at daily rates of \$3 per adult and \$1.50 per student under age 17 with a \$100 cleaning/damage deposit. Motion carried (5-0).

There will be approximately 85 students with 8 to 10 adults and at least two certified lifeguards provided by the school.

Constable at the Recreational Area. There was an extensive discussion regarding whether to ask the Constable to visit the recreational area off Meadow Street from time to time in response to a number of complaints related to profanity, pet owners not cleaning up after their dogs, and more. Board members reviewed Constable powers enumerated by statutory authority. M. Tessier said the violations were ordinance matters and the Constable could monitor for civil violations. C. Behrendt asked if the Town was directing the Constable to patrol and would he then bill the Town for his time. K. Luzader said the Board would leave it to the Constable's discretion as part of his stipend duties and no additional payments would be made. C. Behrendt cautioned the Constable should not get involved in any escalation of matters and contact the Rutland County Sheriff's Office in such cases. J. Jankus agreed any matter beyond reminding citizens of ordinances and/or rules should be referred to the sheriff. M. Tessier suggested the deputies do paperwork at the ballfield.

Second Portable Restroom at Ballfield. There was a discussion regarding a citizen's request for a second portable restroom at the ballfield. The town administrator said the cost would be \$110 per month. She noted Hubbard's said garbage was being discarded into the facility and difficult to pump out. There was a discussion about a garbage can being placed nearby. K. Luzader said the Town did not budget for a second portable restroom. M. Tessier asked if Hubbard's could service it more often and C. Behrendt asked what the weekly service included. The town administrator said she would contact Hubbard's with those questions.

Copier Estimates for Town Hall. Board members reviewed three estimates for a replacement copier for Town Hall. K. Luzader said Assistant Clerk and Treasurer Jill Stone Teer researched copiers and visited offices in several municipalities and recommended the Canon color copier.

The three estimates were: Canon Black and White - \$6,190.48; Canon Color - \$8,300.00 color copies billed at \$.0499 each; and Ricoh Color - \$10,412.00. color copies billed at \$.05 each.

K. Luzader noted a \$5,000 rebate for a Town Hall weatherization project would offset a portion of the cost. M. Tessier made a motion that was seconded by J. Jankus to purchase the Canon color copier using the \$5,000 rebate with the balance to come out of the Town Hall expense line item for FY'24. Motion carried (5-0).

Clothing Bin at Transfer Station. K. Luzader said Ryan Jones of Apparel Impact sent the Board a request to place a clothing collection bin at the transfer station at no cost to the Town with weekly collections. C. Behrendt said textiles account for a sizable volume of the waste stream. J. Jankus noted transfer station employees Art Nemeth and Jerry Reynolds were in favor of it and have room for it. By consensus, the Board approved the request.

Wallingford Day Appointments. By consensus, the Board appointed Heather Johnson and Naomi Bombardi-Wilson to the Wallingford Day Committee and expanded the group from 5 to 7 members.

Selectboard Concerns. C. Behrendt asked about certified lifeguard(s) (and alternate) for the Summer Recreation Program. The town administrator replied Ari Lefebre is available and she put him in contact with Program Director Lawrie Roundy. C. Behrendt suggested possibly running the program for four rather than five weeks so funds would be available to hire Ari. J. Jankus agreed and said even for just a afternoon hours.

Other Business. K. Luzader noted Zoning Administrator Erika Berner would be posting Notices and placing Rutland Herald ads for the June 17th proposed zoning regulation public hearing.

M. Tessier made a motion that was seconded by R. Barker to adjourn at 8:17 p.m. Motion carried (5-0)

Submitted By: Sandi Switzer/Town Administrator

APPROVED THIS 3rd Day of June in the year 2024:

Wallingford Selectboard

Carolyn Behrendt _____

Rob Barker _____

Justin Jankus _____

Kathy Luzader _____

Mark Tessier _____