

**Wolcott Selectboard Meeting  
Minutes  
July 3, 2019**

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

Present: Eric Furs, Kimberly Gravel, Jennifer Holton-Clapp, Michael Davidson,  
Richard Lee  
Town Employees: Skip Patten, Duncan Hastings  
Guests: Nigel Friend, Robert Tenney  
Public: Bill Cotten, Chris Tatro, Britt Tatro, Chris Richard, Kurt Klein, Marquis  
Houle, Ashley Lowe  
Reporter: Doug McClure, *Hardwick Gazette*

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Eric called the meeting to order at 6:05 p.m.

**Amendments to the Agenda**

**Planning Commission Appointment:** Motion by Eric to table appointment until confirmation received on willingness to serve. Second by Michael. Voting: All in favor.

**Technical Advisory Committee (TAC) Appointment:** Motion by Eric to have Linda Martin serve as the Town's TAC representative. Second by Kim. Voting: All in favor.

**Approval of Minutes:**

**Pinnacle Lane Viewing:** Motion by Eric to approve the Minutes from the Pinnacle Lane viewing on June 29 as prepared by Michael Davidson, and to pay Michael for his time in preparation. Second by Richard. Voting: All in favor.

**Minutes of June 19 Minutes:** Motion by Eric to approve the Minutes of the June 19 Selectboard meeting as written. Second by Richard. Voting: All in favor.

**Public Hearing: Pinnacle Lane as Town Road**

Michael reviewed notes from the viewing of Pinnacle Lane on Saturday, June 29 at 10:00 a.m. Present at the viewing were Jenn Holton, Kimberly Gravel, Eric Furs, Michael Davidson, Skip Patten, Marquis Houle, Ashley Houle, Chris Tatro, Chris Richard, John Hudgens. Discussion ensued regarding new road standards, the need for a guardrail and its cost, installation of a culvert, and rip rap. Skip will contact the State for an opinion regarding the need for a guardrail. Safety is a concern. Motion by Kim to approve the request to adopt Pinnacle Lane as a Town road contingent upon the guardrail issue being resolved. Second by Richard. Voting: All in favor.

**Duncan Hastings - TA Position Update**

Duncan shared with the Selectboard a spreadsheet outlining two scenarios for estimated cost of salary and benefits for the TA position. The figures are prorated assuming the position would be filled later in the fiscal year. Focus was on a base salary of \$50,000 plus benefits. Duncan also presented to the Selectboard a Warning for the Special Town Meeting. Article I would authorize reallocation of the \$20,000 capital fund towards costs involved for the TA position. Article II would allow for any other lawful, non-binding, business to be addressed. Motion by Eric to amend the Warning by removing Article II, and to approve and sign the Warning for the Special Town Meeting as amended. Second by Kim. Voting: All in favor. Eric requested Duncan and

Linda be present for the Informational meeting to be held on Wednesday, July 10. Fifty copies of a packet of information will be prepared for Wednesday's meeting.

### **Depot Lease - Nigel Friend, Pike Industries**

Nigel Friend, representing Pike Industries, stated he has a crew working on road repairs to Vt Rte 15 in Wolcott and Morrisville. The company is seeking office space right away for their engineering team, as well as a spot to place a small field trailer for the crew for four months. They are interested in the depot building for the engineers, and setting up the trailer for the crew at the bus barn. Eric asked Nigel if a rental of \$1,200 for both spaces would be acceptable. The Selectboard will create a lease for the depot building. Cleaning would be part of the lease. At the end of the lease, the pad at the bus barn would need to be in the same condition as it is now. Nigel can email to the Selectboard a sample lease the company uses for trailer space. Nigel would like this space to be available by July 15. Motion by Eric to approve accepting a lease to land the trailer at the bus barn. Second by Richard. Voting: All in favor.

### **Highway Department - Applicant**

The Selectboard spoke with the applicant for the open position on the road crew. The applicant and Skip are to meet Friday to do a ride around on Town roads. Insurance information is to be emailed to the applicant for review.

### **New Business**

**VTrans Recommended Codes & Standards:** The Recommended Codes & Standards document was distributed to the Selectboard for review. Motion by Eric to table further discussion of the Recommended Codes & Standards following board review of the document. Second by Michael. Voting: All in favor.

**School Street Bridge Petition:** Presented to the Selectboard was a Petition signed by Wolcott residents requesting that traffic on the School Street bridge be two-way rather than one-way. Eric has emailed Tyler Billingsley of East Engineering, and Jim Cota with the VTrans Maintenance & Operations Bureau requesting they consider two-way traffic for the bridge. No motion will be made prior to hearing back from them.

### **Unfinished Business**

**Bids for East Hill Road Improvements project:** Tyler and Skip reviewed the multiple bids received. Following Tyler's recommendation, the low bid was accepted.

### **Review Correspondence**

**Sign Payroll and other Orders:** Discussion ensued regarding the current process of seeking approval of payroll on the same day employees are to be paid. The Selectboard will meet with the Treasurer to discuss further. The order seeking payment to the Town Clerk for fees remaining in the 2018-2019 fiscal year was not signed.

Motion to approve reimbursement to Kim in the amount of \$74.20 for flowers sent to Belinda Clegg. Second by Richard. Voting: 4 in favor, 1 abstain.

**Executive Session:** Motion by Eric to enter Executive Session citing "pending or probable civil litigation or a prosecution, to which the public body is or may be a party" as the basis. Second by Kim. Voting: All in favor. Executive Session entered at 7:38 p.m. The board came out of Executive Session at 8:08 p.m. The board noted for the record: "On June 25, 2019 the members of the Selectboard received a Freedom of Information Request. The request included all correspondence between the Selectboard dating back to January 25, 2019. The Selectboard, in

accordance to the request, will provide the individual with said emails in the preferred digital format.”

Motion by Eric to adjourn the meeting at 8:12 p.m. Second by Richard. Voting: All in favor.

Respectfully submitted by Deborah Klein

*Informational meeting scheduled for July 10, 2019 at 6:00 p.m.  
The next regularly scheduled Selectboard meeting will be July 17, 2019*