

**Wolcott Selectboard Meeting
Minutes
January 4, 2023**

Wolcott Town Office/Zoom/phone-in: 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, Kurt Billings
Absent: Richard Lee
Employees: Belinda Harris Clegg, Deb Klein
Public: Dolan Patrick, Monica Cross, Tim Yarrow

Martin called the meeting to order at 6:00 p.m.

Amendments to the Agenda: Klein asked that there be an executive session at the end of the meeting to address a personnel issue. Martin asked to add discussion of the Warning to Selectboard review/action. No objection.

Approve Minutes of December 21, 2022: Motion by Billings to approve the Minutes of December 21.
Seconded by Carpenter. Discussion: None. Voting: All 4 in favor.

Comments from the Community: None.

Correspondence: The Selectboard had previously received a Driveway Permit for 103 Brook Road. The land owner's authorization and signature have now been confirmed. Motion by Klein to approve the Driveway Permit submitted for 103 Brook Road. Seconded by Carpenter. Voting: All 4 in favor.

Budget Hearing: Following discussion, the board agreed to provide a Port-o-let that would be available for year-round use by Lamoille Valley Rail Trail (LVRT) users. The cost is estimated to be \$135 per month, or \$1,620 for the year. This will be added to the Park & Recreation budget. The board also discussed keeping Railroad Street cleared of snow. Cars are not allowed on the LVRT.

Klein led the discussion by giving an overview of the budget as it currently stands. A few variables remain such as the amount of the fund balance. Once those numbers are known, the board can finalize the budget at the January 18 meeting.

Project Manager Report

The Town has received the annual Certificate of Highway Mileage. The report needs to be signed, and returned to VTrans in February. Klein shared with the board an example of a sign that can be posted on either side of the one-lane bridge on Gulf Road to serve as a warning. Bids will be sought for mowing. The Helpsy textile donation bins at the Transfer Station have been very popular. The Litter Committee Chair will work with Helpsy on determining a regular pickup schedule. Since guardrails have been difficult to obtain, the Road Foreman is obtaining quotes now with the hope to get commitments by spring.

Following up on a discussion the board had with Rep. Dan Noyes and Sen. Richard Westman last month, Klein put forth ideas on how the Town of Wolcott can seek to change the classification of North Wolcott

Road so that federal dollars are available for maintenance. Current maintenance costs have a significant impact on the Town's budget. A road study has been ordered through Lamoille County Planning Commission (LCPC) for the spring that can provide data in support of changing the classification.

Klein spoke with Champlain Oil regarding their offer to sell to the Town a parcel of land along VT Rte 15. Champlain Oil said the land had been appraised at \$30,000 in 2007, so they are asking \$45,000. The Town has the land assessed at \$16,000. Considering the small size of the parcel, that it is in a flood plain, and the Town is awaiting results of a Brownfield test, the Town feels an offer of \$20,000 would be fair. The Town could use it as a parking lot. An Article can appear in the Warning asking voters if the Town should purchase the parcel for no more than \$20,000. The board is continuing to research options for the East Hill Road property that was obtained through a tax sale.

Selectboard review/action

Reasonable Suspicion Policy: Following review, it is agreed that the Vermont League of Cities and Towns (VLCT) model policy, which would pertain to employees with a CDL, needs to be modified to address what is needed for the Town.

Officers appointed by the Selectboard – 2022: The Selectboard members reviewed the names of officers to be recommended to the State for appointment. No changes were made. Motion by Martin to accept the names of officers recommended for appointment by the State. Seconded by Klein. Voting: All 4 in favor. The document was signed by all members present.

Revolving Loan Fund Check: The Town received a check in the amount of \$4,126.03 from the Sterling View Revolving Loan. Since these are not tax dollars, the board discussed where to place the funds. Motion by Klein to add the \$4,126.03 disbursement from the Revolving Loan Fund to the Equipment Fund. Seconded by Billings. Voting: All 4 in favor.

Holiday pay – Transfer Station: The board discussed whether to pay the Transfer Station attendant for eight hours, as was done last year, for the New Year's Day and Christmas Day holidays even though the facility was closed. There is no policy for holiday pay for part-time employees. Motion by Billings to give the Transfer Station attendant a \$100 bonus check payable from the general fund since he was unable to work those two days. Seconded by Klein. Voting: All 4 in favor.

Town orders – time to approve: Board members would like additional time to review and approve payroll and regular orders. Clegg will notify all employees that time sheets need to be submitted at Town Office by 10:00 A.M. on Mondays following the end of a pay period so they are available for review by noon. Time sheets received after 10:00 A.M. will be considered for the next pay period. Regular orders can be made available for review on opposite weeks from payroll.

Ballet Wolcott – Town Hall fees: Klein led a discussion with Tim Yarrow, President of Ballet Wolcott, regarding rental fees for Town Hall. Yarrow stated that enrollments are still down from what they had been in the past, but the organization is financially in a better situation than they had been last summer. Given the circumstances, the monthly rental fee for Town Hall will convert back to \$350 per month from the temporary \$250.

911 – Discontinue Road name: Matter tabled.

Review CLA & COD from the State: The Town received the 2022 Equalization Study Results from the Vermont Department of Taxes. A Common Level of Appraisal (CLA) less than 100% indicates that property is generally listed for less than its fair market value. The coefficient of dispersion (COD) helps make sure property values are fair. Typically, a CLA below 85% requires a Town-wide reappraisal. Lister, Deb Klein, noted that Wolcott's CLA dropped from 91.46% to 85.7%. The COD went from 11.84% to 16.25%. Property sales during the pandemic years have wreaked havoc on Wolcott's numbers. The Tax Department has notified 65% of Vermont towns that they need to do a reassessment. Wolcott has not been ordered to do so yet, but is gathering information on the limited number of appraisers that have been approved by the State. The Listers are also seeking authorization from the Tax Department to update tables while waiting for the services of an appraisal firm.

Warning – discussion: The board discussed Articles that will need to be included in this year's Warning.

Executive Session: Motion by Klein to enter executive session to discuss a personnel matter. Seconded by Carpenter. Voting: All 4 in favor. The Selectboard entered executive session at 7:41 p.m. The Selectboard ended executive session at 7:44 p.m. No action was taken.

Adjourn: The meeting was adjourned at 7:44 p.m.

Respectfully submitted by Deb Klein

Next regularly scheduled Selectboard meeting – January 18, 2023