**TOWN OF WHEELOCK**

 **SELECTBOARD MEETING**

 **December 17, 2024**

 **At Wheelock Town Hall upstairs and via Zoom**

Present: Selectboard members Ann Lawless, Mike Richardson, Scott Lange. Town Clerk Carol Rossi, Wheelock residents Enid Ellis, Theresa Stimpson, Kerry Smith and recorder Meaghan Rinehart.

6:00 Ann Lawless calls the meeting to order.

Changes to agenda: Wheelock Community Initiative request re snow plowed in front of Little Library

 **OLD BUSINESS**

**Bid opening for cemetery mowing, sexton, and mowing town green etc.**

Bid from The Eliminator for cemetery mowing

 Bid from JM Yard services LLC for all three

The Selectboard and Carol discussed and have additional questions. Tabled.

**Audit Report**

Enid, a citizen auditor, spoke with John Boulay, of RHR Smith and was awaiting a response. A response came that evening and a Teams meeting will be set up for Wednesday to discuss.

**Local Emergency Management Plan**

Ann had given a draft to Shane Lanpher, fire chief and interim emergency operations manager for his review.

 **NEW BUSINESS**

Ann motioned, seconded by Mike, to authorize Holly Pepin of Community National Bank to prepare documents for a Tax Anticipation Loan from Community National Bank for the fiscal year 2025. All in favor, so voted.

**Deadlines for reports for Town Report & Town Meeting**

Awaiting deadline for printer. There will be time to complete the agenda for the Town Meeting warning by the second January Selectboard meeting. Mike offered to draft the Selectboard report for 2024 that will be published in the Town Report.

**Agreement for benefits to elected Clerk/Treasurer**

Mike motions, Ann seconds, to discuss the addendum to the Personnel Policy regarding benefits for the Clerk/Treasurer position, since Erin Swigart has been appointed in the interim before Town Meeting. Issue was tabled until a resume is provided.

**Draft Bid Request for Town Hall Windows (MERP)**

Ann heard back from the Division for Historic Preservation. We may be able to update and improve the seal of the current windows rather than replace them, which would be much more expensive. Exterior storm windows could be purchased. Preservation Trust of Vermont has a list of windows specialists and she will follow up. Carol asked the minutes reflect that the basement of Town Hall flooded again this week.

Ann spoke with James Coe about ADA renovations and how he can help us. Ann will find out about the cost for his sketches.

**Joint Selectboard Date**

Still no date for joint meeting.

**Sheffield Request from Al Robertson**

Sheffield has requested The Town of Wheelock make a financial investment in their Fire Station renovation. Topic was discussed with no resolution.

 **ROADS**

Fresh road repairs were made due to the recent flooding..

Going through sand very quickly, might need a reserve pile.

Blue ‘09 needs some work.

Loader info coming soon.

Letter from Road crew was presented to the Selectboard regarding Bi-weekly pay.

Road crew also requests clarification on residents using sand from the Town sand pit for personal use. Mike motions, seconded by Scott that the Town road crew may not use town equipment to load private vehicles. All in favor, so voted.

Regarding Little Library, it was determined that it would be difficult for the crew to plow differently. It was suggested that moving the Little Library in winter would be the best way to address the access issue.

**Access Permits**

Tabled until spring.

**FEMA**

Recovery Scoping Meeting for the 2024 disaster was recently held with FEMA and state officials. Damage Inventory is due by February 2025. Specifics are needed on dimensions (width, depth and length of the damage) as well as GPS coordinates. Work on roads that has been completed and what still needs to be fixed. Site inspectors plan to visit areas where the work has not yet been completed. Photos may have to suffice for roads that are not accessible.

All FEMA payments for the 2023 disaster have been received, and the State share will be coming soon. All 2023 paperwork is organized and complete at the Clerk's Office.

Mike motions, seconded by Scott, to sign the VTrans grant extension request for the South Wheelock Road project. All in favor, so voted.

 **Administration**

Scott motions, seconded by Mike to sign warrants. All in favor, so voted.

Scott motions, seconded by Mike, to adopt minutes of 12/3/24. All in favor, so voted.

 **Visitor Comments**

Carol requests budget information for the transfer station.

Carol requests looking at FEMA numbers as we are entering next fiscal year in a deficit for town share of FEMA costs.

Mike motions, seconded by Scott to adjourn. All in favor, so voted.

Meeting adjourned 8:10 PM

Submitted by Meaghan Rinehart

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Ann Lawless, chair

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Mike Richardson

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 Scott Lange