

Town Of Wheelock Selectboard Meeting
January 7th, 2025 6pm
At Wheelock Town Hall and on Zoom

Present; Selectboard members Ann Lawless, Mike Richardson and Scott Lange, Town Clerk Erin Swigart, Enid Ellis, Theresa Stimpson via zoom, Meaghan Rinehart recorder,

6pm call to order. Ann proposed several additions to the agenda.

OLD BUSINESS

Cemetery / Sexton and Town Hall Mowing

Bids from James Mangan were discussed along with the option of mowing the Town Hall being done in house by road crew and we purchase a mower.

Scott motions, seconded by Mike, to accept revised bid (phone call Ann/James) from James Mangan for cemetery and sexton work including remote cemeteries, as follows:

Mowing and trimming Sulfur Springs, Village and South Wheelock cemeteries: \$8,500.00. Brush hogging/weed whacking West Wheelock and Drown cemeteries (remote) 2 times: \$1,000.00. Sexton: \$1,500.00. All in favor, so voted.

2023 Audit Report

Ann thanked Enid, citizen auditor for her hard work and is glad that the final 2023 audit report has been received. Ann asked Erin to take lead on implementing suggested procedure recommendations.

MERP Energy Grants Updates

It was suggested to form a steering committee for the MERP Implementation project. Ann is willing to work with a committee or on her own. Several different things will need to be put out to bid. St. J. Academy will be contacted regarding the lights as a part of the electrical update. Repairing existing windows and addition of storm windows vs. all new, was suggested to increase energy efficiency, yet still maintain historical integrity. She contacted architect James Coe about providing modest sketch(es)/budget(s) to meet ADA requirements. Suggestions could be discussed with voters at Town Meeting.

Scott motions, seconded by Mike, to form a committee for this MERP project. All in favor, so voted.

Saturday May 17th is the Energy Fair date. Eileen Boland offered to help with mailers.

Sign Loan Agreement

VT Bond Bank options were discussed for future use. Wheelock is on the list of towns eligible for fee waivers.

Scott motions, seconded by Mike, to sign the documents for a non-arbitrage loan in anticipation of taxes in the amount of \$224,500 at interest rate of 3.85% with Community National Bank. All in favor, so voted.

Budget Those present and agreed to move this agenda item to the end of the meeting.

NEW BUSINESS

Reports for Town Report Mike is working on the Selectboard report.

Town Meeting Warning Draft In progress and tabled until the next meeting.

Carol Rossi in writing inquired about employee leave policy and holiday pay. It was determined that currently employees earn leave via accrual for leave time as stated in current policy.

Carol also asked the Selectboard to consider paying double time for holiday pay when coming in for an emergency on a holiday. Erin asked for clarification on the policy and was asked by Selectboard to write up how she would like it to read. Erin will do that.

Open Meeting Law, Conflict of Interest, Ethics

Ann informed the Selectboard that the Legislature voted to require a complaint/contact form be available on town websites regarding any violations of the open meeting law. A draft notice and form were viewed. Ann will post the notice and form.

The Legislature also took away local Codes of Ethics and municipalities are to use the State code of ethics, and an employee is to be appointed as liaison to the State Ethics Committee. Ann motions, seconded by Scott, to appoint the Town Clerk as liaison for the State Ethics Committee. All in favor, so voted.

ROAD REPORT

Scott reported the loader is back and the rental has been returned. Truck repairs are being addressed.

Scott motions, seconded by Mike, to add Craig Rinehart as a temporary road worker for mechanical consulting and repairs. All in favor, so voted.

PACIF safety grant

It was determined that Luke make a list of road worker safety items needed, things such as traffic cones, boots, or other safety equipment needed that we would be eligible to apply for. The grant is a 50/50 match and we are eligible to apply for up to \$1,000.

FEMA 2024

Scott and Ann have been having weekly meetings with the FEMA representative Hector Valero and VT state representative. Deadline to complete the Damage Inventory is in February and we are on track; reps are pleased with our progress. Next, Hector will schedule Site Inspections for work not completed. The plan for the next meeting is to group damaged roads together into projects meeting the \$3,800 minimum. Wheelock requested our most expensive projects be completed first - Sutton, Stannard Mountain, South Wheelock Rds. Scott is continuing on the breakout of materials, a huge undertaking.

Budget Budget work session scheduled for 1/14

No Visitor Comments

Minutes, Warrants, Adjournment

Scott motions, seconded by Ann to adopt minutes of 12/17. All in favor, so voted.

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

Scott motions, seconded by Mike, to adjourn. All in favor, so voted, 8pm.

Submitted by Meaghan Rinehart

Ann Lawless, chair

Mike Richardson

Scott Lange