

## **TOWN OF WHEELOCK SELECTBOARD MINUTES**

May 6th, 2025 6:00 pm

At Wheelock Town Hall and Via Zoom

Present: Selectboard Ann Lawless, Mike Richardson and Chuck Dill, Town Clerk Erin Swigart and recorder Meaghan Rinehart. No-one on Zoom.

### **6:00pm Call to Order. Changes to Agenda**

Erin informed the Selectboard that Town Workers need CPR training and that it would be offered by the Fire Department, possibly in June. Ann informed the Selectboard the Bond Bank Loan is to be finalized May 8. Added to New Business: Motion to purchase mower; sign attorney agreement.

**Adopt minutes of prior meeting** Chuck motions, seconded by Mike to adopt the minutes of 4/15/25. All in favor, so voted.

### **OLD BUSINESS**

#### **MERP updates**

MERP Mini-grant: Energy Fair for 5/17 is all set up, thanks to help from Wheelock Community Initiative. New tables arrived and second postcard has been mailed out.

Town hall windows bids: One bid received from SA Fishburn, LLC of Danville VT, offering several options: Full restoration of window \$2400 per window; Minimal intervention \$500 per window. And regarding storm windows: Minimal intervention aluminum storm windows \$350 per window; New manufactured wooden storm windows \$1200 per window. The Selectboard discussed the options and timeline for completion. Ann noted she can't start until fall 2026 but can meet the grant completion deadline of 12/31/2026. Mike motions, seconded by Chuck to accept bid from SA Fishburn for full window restoration and manufactured wooden storm windows. (10 windows, 9 requiring storms [not attic]). All in favor, so voted.

### **TREASURER'S REPORT**

**Motion to provide blanket approval for the Treasurer to pay regular bills without prior approval from the Select Board.** Erin explained we are often hit with late fees because due dates and meetings don't always align, a warrant and list of invoices paid would still be provided for the Selectboard to review. Ann motioned, seconded by Chuck to provide blanket approval for treasurer to pay Town bills. All in favor, so voted.

### **NEW BUSINESS**

**Ratify deposit on mower \$500** Mike motions, seconded by Chuck, to proceed with mower purchase. Mower options were discussed and custodian is available to do mowing. Mower is a Kawasaki priced at \$5100 with roll bar and 3 year/ 500 hrs. warranty.

**Bid request draft to remove debris material at rear of town hall building** The draft bid request with sketch was discussed. The plan is to remove the remaining material lodged behind town hall that came off Sutton Rd in the July 2024 flood, create a swale to keep water away from building, and lengthen the ditch to keep water from entering the town hall parking lot. Chuck motions, seconded by Mike to accept the bid draft and post it for bid deadline of 5/20. All in

favor, so voted.

**Attorney - Town Road Policy and Flood Response and Recovery** Ann spoke with three attorneys and discussed rates and services with the Selectboard. Chuck motions, seconded by Mike to enter into contract for legal representation for Town Road policy and flood recovery and response with David Mears of Tarrant, Gillies and Shems of Montpelier. (\$195.00 per hour).

**Security Camera Policy** The draft security camera policy developed with the help of Jonathan Potter who provided the cameras was discussed, including who has access to footage and under what circumstances footage would be viewed or released. Ann motions, seconded by Chuck, to adopt draft security camera policy. All in favor, so voted.

**Request by Meaghan Rinehart to use town hall grounds** Resident inquired about permit to use Town Green for a concession cart. Meaghan and Erin to provide further information. Tabled.

## **ROADS**

Chuck reported that crew is hauling winter sand, 4000 yards so far, and grading roads. Road crew is switching to summer schedule 4 10-hour days as of May 5th.

**Road requests** Resident inquired about road ditching and culvert repair on Red Schoolhouse Rd.

**Update - 09 truck auction sale** Mike reported they are removing the town logo, and will soon post online with Auctions International to ensure no conflict of interest and with a set reserve.

**Complaints** Resident reported riverbank erosion near residence on Burroughs near Fire Station but did not follow up when Ann made contact. Another resident requested culvert work and materials for Kenniston Hill Road. Culvert on Sulphur Springs Rd needs cleaning.

**Driveway permits** Mike has been working on them. One permit request is awaiting plans to be presented to the Town. Ann will draft a certified letter regarding policy enforcement regarding another.

**FEMA update** FEMA requested our plans for Minister Hill Bridge, S Wheelock Rd., Fall Brook Rd. bridge and Boulay Rd. Ann has approached US Army Corps of Engineers as recommended by river engineers for permit to cut down trees along riverbank at Minister Hill Bridge, however we can remove fallen trees. Funds have been obligated for Stannard Mountain Rd. and Town Hall parking lot. Town crew will do the work. FEMA is reviewing eligibility for Welch Rd.

## **ADMINISTRATIVE**

**Review and sign warrants** Mike motions, seconded by Chuck to sign warrants. All in favor, so voted.

Mike motions, seconded Chuck to **sign contract to repair Town Garage**. All in favor, so voted. (Wheelock Mtn. Carpentry)

**No Correspondence or Visitor comments.**

Mike motions, seconded by Chuck **to adjourn**. All in favor, so voted. Meeting adjourned 8:30.

Submitted by Meaghan Rinehart

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Ann Lawless, chair

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Mike Richardson

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Chuck Dill