

**TOWN OF WHEELOCK  
SELECTBOARD MEETING**

September 16. 2025 6PM  
Upstairs at Wheelock Town Hall and Via Zoom

Present: Wheelock Selectboard members, Ann Lawless, Mike Richardson, Chuck Dill. Bobbi Jo and Richard Norcross, Theresa Stimpson, Beth Norris, Kathy Schmidt, Kim Hathaway, Vanessa and Curt Perry, Mike Titus, Carolyn Haggart, Linda Cacopardo of Sheffield, Elizabeth Faling and recorder Meaghan Rinehart.

**6:00pm Call to Order**

Changes to Agenda: additions to new business: Act 27 form, Health officer recommendation, Vtrans Better Roads grant and a dog ordinance violation.

**EXECUTIVE SESSION, Personnel Matter**

6:05 Mike motions, seconded by Chuck to enter executive session. All in favor, so voted

6:33 Chuck motions, seconded by Mike to return from Executive Session. All in favor, so voted.

**ADOPT MINUTES OF PRIOR MEETING**

**Adopt Selectboard minutes of 9/02** Mike motions seconded by Chuck to adopt Selectboard minutes of 9/2. All in favor, so voted.

**OLD BUSINESS**

**Delinquent Taxes** Emily and Erin not present so this item was passed over.

**Progress on Loss Control** items due 9/30 (Town Hall circuits, Garage safety data sheets, step ladder, eyewash, hazard comm. plan, PPE assessment). Progress was discussed and Ann will discuss with Erin and Luke to complete by due date or at a minimum report to Larry Smith, PACIF, on progress.

**Planning Commission appointments** Ann explained the purpose of the planning commission is to update the Town Plan. It's a requirement the plan be updated every 7 years or so and there is possible grant funding to cover costs of putting the plan together. Volunteers interested can contact the Town Clerk's office by phone, email, letter or in person.

**NEW BUSINESS**

**Opioid Settlement** Mike motions, seconded by Chuck to sign the forms for the State to receive the direct settlement. All in favor, so voted. Ann to submit the form.

**Vote to apply for Municipal Planning Grant** Mike motions, seconded by Chuck to apply for and designate Ann to prepare application for State municipal planning grant. All in favor, so voted.

**Approve Grand List errors & omissions certificate** Mike motions, seconded by Ann to approve Grand List errors and omissions certificate. All in favor, so voted.

**Designate rep to vote at VLCT Annual Meeting Oct 7** Mike motions, seconded by Chuck to designate Ann as rep to vote at VLCT meeting. All in favor, so voted.

**Assessment with Kathleen Ramsey, Municipal Government Specialist, VLCT** Ann reported conversation with Kathleen Ramsey and her role. She will review practices and give guidance. This is a free service. Ann motions, seconded by Chuck to engage Kathleen Ramsey to guide future success of the Town. All in favor, so voted.

**Act 27 Economic Impact Agreement** An Act 27 form and application was sent to Ann. It is for small towns affected by flooding in 2023 and 2024 and there will be some recovery funds attached. Mike motions, seconded by Chuck to apply for the Economic Impact agreement. All in favor, so voted.

**Health Officer Recommendation** Mike motions, seconded by Chuck to recommend Peter Miller as Health Officer. All in favor, so voted. He has been approved by the VT Dept. of Health for a 5 year term.

**V-Trans Better Roads Grant** Mike motions, seconded by Chuck to apply for the VTrans Better Roads Grant. All in favor, so voted.

**Dog Ordinance Violation** Cindy Cady, Animal Control Officer, made the Selectboard aware of multiple complaints from residents regarding loose unregistered dogs owned by resident Bob Roy. Cindy has contacted him by both letter and registered mail regarding the repeated violations and he has not responded. Cindy will contact the Sheriff to serve the resident. Ann noted our policy does not include covering fees so it needs an update.

#### **CLERK/TREASURER'S REPORT**

No report, Clerk\Treasurer was not present.

#### **ROADS**

Chuck reported that:

Dayton Blake will be returning full time to the Road Crew.

Dry weather has been tough on the roads and chloride is gone. Flagg Pond beaver fence was repaired.

Fall Brook Rd improvement is complete, all except for mulching.

**FEMA update** Ann reported that thanks to help from Vt Emergency Management Lisa Schaeffler, the RFP for engineering services for Boulay and S Wheelock Rd embankments was posted with a deadline of 9/30. Ann would like a tentative Selectboard meeting for that day to be able to process any applications as fast as possible.

Ann had spoken with Logan Perron, District 7 project manager. He had previously noted that the town has met its requirements on Welch Road with the Low Water Crossing that was permitted and completed in August 2025.

Ann read from Logan's email of 9/16: *"VTrans has decided to offer 8'x8' concrete boxes to be used and permanently stay in place on the Welch Road. The structures would be placed side by side to create the water passage that meets the minimal requirements. The lengths of the boxes can be confirmed to see how many sections might be needed. It may make the most sense to have a single lane bridge at this location. If the town wishes to accept the offer, it will be on the town to coordinate the engineering, transportation, and placement of the boxes..... I have cc'd Jaron (ANR) to speak more on any constraints or needs from ANR that will want to be incorporated into a design. I would have whoever hired/used for the design work with him to obtain the Stream Alt Permit early and clear the structure/placement needs. It will not be an ideal fit for the location, but is available and can meet basic needs to "work" for the situation. I have also cc'd Kim & Lisa (VT Emergency Management) to speak more on how we may tap into available FEMA funds for this moving forward. It may be worth a conversation with them on what is the best route there as far as procuring the engineering and then construction. I know Lisa has been helping with RFPs, etc.....I am out on leave for the next two weeks. I have cc'd Lance (VTrans) for awareness and any early coordination or question clarifying early. He can speak more on the box details, location of them, etc. I would have the town discuss what accepting this offer means and a decision....."*

Ann reported on a meeting 8/28 with Pat Moulton and a Norwich University engineering professor about a possible student project to create a bridge design. It requires two semesters and a licensed Vt engineer would have to provide a stamp.

Ann reported that Logan had noted that Fall Brook Rd is a Class 3 road and therefore its bridge is required. Repairing the Class 4 Fall Brook road for its residents is not sufficient.

### **VISITOR COMMENTS**

Kim Hathaway requested that three items be entered into the record of the meeting, the first the Caledonian-Record article of 8/23 about her. The 2nd and 3<sup>rd</sup> she read aloud: a list of comments in

support of her that people from various towns not Wheelock, had made to her regarding the article, listing the person's town of residence, and an itemized list of her car repairs over the past several months.

Ann shared an estimate she requested from Contech for a box culvert for Welch, that would cost \$206,000 (actually \$202,500). The VTrans 8x8 block option was brought up again by attendees along with other suggestions including a decommissioned rail car.

A written comment from Alice Simpson regarding a blocked culvert was shared and Chuck agreed to follow up.

Richard asked about the reappraisal process; he had missed his visit. He was directed to contact the company handling it.

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

Bobbie Jo asked about updated delinquent tax report, Ann said she will ask Emily to come to next meeting.

Kathy announced new lister certification requirements needed by end of year.

Curt asked the Selectboard whether the Town was responsible for a bridge or if the low water crossing was compliant.

Chuck explained the history of Welch Rd crossing from what previous boards did in 2023 and why FEMA denied coverage. The logger bridge the town put in in 2023 wasn't permitted and it washed out in the '24 flood. The town received a permit and installed the low water crossing or ford. As a result of '24 flood the waterway changed course considerably. He believes, while admitting he is not an engineer, that due to how the waterway changed, anything less than a big bridge that complies with the H & H study will wash out in the next big rain event.

#### **ADJOURNMENT**

Mike motions, seconded by Ann to adjourn. All in favor. Meeting adjourned 8:07pm.

Submitted by Meaghan Rinehart.

---

Ann Lawless, chair

---

Mike Richardson

---

Chuck Dill