

**Waterford Selectmen's Meeting**  
**Monday, October 8, 2018**  
**Town Clerk's Office**

**Attendees:**

**Selectmen:** Gary Allard, Fred Saar, Bill Piper

**Road Foreman:** Lisle Houghton

**Town Clerk:** Jessy Pelow

**Treasurer:** Steven Eddy

**Citizens:** Kevin Gillander, Dave Morrison, Howard Remick, Bill Willis, Clarence Priest, Bruce Allen

**Opening:** Fred opened the meeting at 7:30pm.

**Modification of Agenda:** Fred moved "Recycling Committee Update" to the top of the agenda and added "Rte. 18 bridge from Littleton" under new business.

**Recycling Committee Update:** Bruce reported that he visited the St. Johnsbury, Barnet and Ryegate transfer stations to gather ideas of how their buildings and surroundings function. He is working with the other members of the committee in brainstorming solutions for the Waterford transfer station area. He said that while visiting the various transfer stations he collected their bulky dumpster fees to use as a reference in compiling a fee schedule for the Waterford bulky dumpster. He presented the proposed Bulky dumpster fees to the Selectboard. (See attached) Bill made the motion to approve the attached Waterford bulky dumpster fee schedule and authorized Bruce to negotiate fees when necessary. Gary seconded the motion. All approved.

Gary made the motion to approve the September 10<sup>th</sup> & 20<sup>th</sup> minutes with the following correction to the Sept. 10<sup>th</sup> minutes: "Animal Control Officer fees to be as follows, \$25.00 phone contact with animal Owner, \$75.00 on-site visit, \$20.00 animal pickup, \$10.00 per day boarding fee and mileage as the current GSA rate. Bill seconded the motion. All approved. The Selectmen signed the minutes and orders. Budget report was presented to date.

**Citizen's Concerns:** David Morrison expressed his concerns regarding the disfunction at the transfer station. Bruce Allen reported that he and the other members of the recycling committee are working hard at solutions.

Bill Willis expressed his concerns with vehicles parking in the Town R.O.W. The Selectmen will put an announcement in the paper regarding no parking in the Town R.O.W. "Parking in the ROW" will be added to their November agenda.

**Town Board Representative: Listers change to the Grand List:** The Listers propose the following change to the Grand list: A corrected tax bill was sent to the following resident due to the parcel 837.1 made inactive in error: Margaret Talcott. The net result will be an increase in the Property Evaluation of \$37,800 & Grand List increase of \$378. Bill made the motion to accept and approve the Listers change to the Grand list as stated above. Gary seconded. All approved.

**Mad Brook Road Update:** Project completed.

**Fencing Town Garage & Dump Update:** Waiting for work to begin. The Waterford highway crew will dig the trenches and Devin Knight will complete the Electrical.

**Joseph & Sandra Babcock Driveway Permit:** Selectmen approved and signed off.

**Other:** The Selectmen will have Clayton bullock submit a start to finish proposal for a potential Town gravel pit. This will be added to their November agenda.

Lisle is gathering truck and body prices. "Truck Update" will be added to the Selectboard November agenda.

**Black River Design Update:** Nothing further currently.

**Waterford Selectmen's Meeting, October 8, 2018 pg. 2**

**Horowitz Letter:** The Selectmen will meet with Roberta Horowitz on Saturday, October 13<sup>th</sup> at her convenience. Jessy will contact her to confirm the day and time.

**Dog Licenses via Website:** Nothing at this time. Removed from the agenda.

**Unified Development Bylaw Update:** Public hearing on 10/15/18 at 6:30pm located at the Davies Memorial Library.

**Animal Control Officer Update:** Gary made the motion to approve the duties & fee schedule (attached) for the Animal Control Officer. Bill seconded. All approved.

Bill made the motion to appoint James Gingue as the Waterford Animal Control Officer & authorized him to issue municipal tickets when necessary. Gary seconded the motion. All approved.

**Other:**

**Green Up Vermont:** Asked for a \$100 donation. No action was taken.

**Other:** A bill from Riverside Animal Rescue was received in the amount of \$60.00 for boarding a stray dog that was picked up in Waterford. Fred made the motion to pay the \$60.00 bill from Riverside Animal Rescue. Gary seconded the motion. All approved.

The Waterford Volunteer Fire Department would like to have \$1,000 cash up front to be able to make change for PumpkinFest on Sunday, October 14<sup>th</sup> and will return the money on Monday, October 15<sup>th</sup>. The Selectmen approved the \$1,000 cash for the Waterford Volunteer Fire Department for the PumpkinFest event.

**Adjourn:** Bill made the motion to adjourn. Gary seconded the motion. The meeting adjourned at 9:20pm.

Approved:  
Date:

Jessy Pelow  
Town Clerk

Item	
Construction & Demo	\$15.00 per cubic yard
Mattresses	
Small	\$10.00
Twin/ full	\$15.00
Queen/ king	\$20.00
Sofa/ couch	\$20.00
Chairs	
Upholstered	\$15.00
Wood/Plastic	\$5.00
Bureau	\$15.00
Tables	
Small	\$10.00
Large	\$15.00
Rug	
Up to 6' X 8'	\$10.00
Over 6' X 8'	\$20.00

The bulky dumpster is for items that are  
are too large for the trash compactor

## **Town of Waterford Animal Control Officer Duties**

The Animal Control Officer is appointed by the Selectboard to administer and enforce Waterford's Animal Control Ordinance. The Animal Control Officer responds to citizen complaints; handles animals in a humane and responsible manner; deals tactfully but firmly with animal owners; and completes paperwork required by the Town. Independent judgment is expected, guided by the Selectboard's instructions and applicable state statutes.

### **Duties**

The Animal Control Officer has the following specific duties;

- Respond to complaints about dogs and domestic animals in violation of the ordinance within the town of Waterford.
- Apprehend and transport domestic animals in a safe and humane manner to the designated location.
- Investigate domestic animal bites and report them to the proper authority.
- Arrange for the humane disposal of impounded animals that are not claimed.
- Maintain records and prepare documentation of reported incidences.
- Submit reimbursement requests in a timely manner to the Town Treasurer

### **Stray Dogs**

Roaming unattended dogs should be reported to the Animal Control Officer. The animal control officer will attempt to identify the dog's owner. If the dog is seized and the owner cannot be located, the animal control officer will transport the animal to the dog shelter chosen by the Animal Control Officer and approved by the Selectboard.

### **Lost Animals**

Lost animals should be reported to the Animal Control Officer with the following information:

- Owners name, address and Tel No:
- Description of your animal/tag information
- Date and time lost
- Location when lost
- Animal Control Officer is not responsible for looking for lost animals

### **Farm Animals**

The Animal Control Officer is not responsible for capturing loose farm animals. The owner should be notified to return their animal to the proper location and a report should be made to the Selectboard.

### **Wild Animals**

Any issues with wild animals should be reported to the Vermont Department of Fish & Wildlife. It is not the responsibility of the Animal Control Officer to deal with wildlife issues such as bears, skunks, racoons, etc.

Waterford Animal Control Officer  
Activities and Fee Schedule

October 8, 2018

Phone Contact with Animal Owner - \$25.00

Calls with complaints about animals do not involve recurring incidents and are related to an event that occurred recently and has no historical component. At their discretion, the Animal Control Officer may elect to call the animal's owner, discuss the complaint, and discuss the need to mitigate the complaint. If appropriate, the Animal Control Officer may also discuss the enforcement options under Waterford's Animal Control Ordinance.

The reimbursement for phone contact with the owner is by complaint, not by calls made to contact the owner.

On-Site Visit to Resolve A Complaint - \$75.00

An on-site visit to an animal's owner is necessary if the owner cannot be reached, if the owner is not cooperative with resolving the complaint, if the animal needs to be impounded, etc.

Animal Pickup - \$20.00

In some cases, the Animal Control Officer will need to pick up a animal.

Animal Boarding - \$10.00 per day (Maximum three days)

In some cases, it will be necessary to board and feed an animal. If boarding exceeds three days contact the Town Clerk for approval to extend.

Mileage – Current GSA Rate

If the Animal Control officer needs to travel to meet with an owner, pickup an animal, return an animal, or dispose of an animal the mileage reimbursement is at the current GSA Rate. The IRS and GSA set the rate for each year, and the rate is effective on January 1<sup>st</sup>. See <https://www.gsa.gov/travel/plan-book/transportation-airfare-rates-pov-rates-etc/privately-owned-vehicle-pov-mileage-reimbursement-rates>