

WATERBURY SELECT BOARD

September 20, 2010

Municipal Office

Present: Rebecca Ellis, Chair; Pam Clapp, Bob Butler, and John Grenier, Select Board; William Shepeluk, Municipal Manager; Steve Lotspeich, Community Planner; Alec Tuscany, Public Works Director; Gary Dillon, Fire Chief; Anne Imhoff, ORCA Media; Chris Preston, Waterbury Record; and Carla Lawrence, Town Clerk.

Public: M. K. Monley & Don Schneider, TBPS; Brian Lindner; Rick Boyle; Chris Nealy; Theresa Wood; and Rick Darby & Jonathan Siegel, Ice Center of Washington West.

The meeting was called to order at 7:00p.m.

M. K. Monley was present from Thatcher Brook Primary School to describe a grant that was received from the Vermont Arts Council to put on a Welcome to Winter in Vermont parade. She described the project as a lantern parade, from the school down Railroad Street to the train station, and then potentially returning to the school via Main Street. The parade will be on December 17th at 5:30p.m. with a snow date of December 21st. The Board suggested that she talk with the Trustees about the parade route and police coverage.

D. Schneider offered a thank you to Alec Tuscany for coordinating turning on of the safety lights on Stowe Street prior to the start of school. He also thanked whoever was responsible for freshening up the line stripping on the crosswalk. He thanked the Police officers who were out with their lights flashing the first few days of school to remind everyone school has started which helped with child safety.

Rick Boyle and Eric Nealy were present to express interest in being appointed to the Town Zoning Board of Adjustment. R. Ellis explained the function of the Board and the applicants told the Select Board a little bit about themselves and their interest in serving. R. Ellis explained the potential creation of a Design Review Board. P. Clapp made a motion to appoint E. Nealy for a term ending April 30, 2012. The motion was seconded by J. Grenier and passed 3 ó 0 with B. Butler recusing himself. P. Clapp made a motion to appoint R. Boyle for a term ending April 30, 2011. The motion was seconded by J. Grenier and approved by those present. B. Butler appointed E. Higgins as alternate to finish out the Gristmill project. The motion was seconded by P. Clapp and approved by those present.

J. Grenier made a motion to approve the minutes of the September 7, 2010 meeting. The motion was seconded by B. Butler and approved by those present.

C. Lawrence presented the Board with a Wildland Fire Expense Payroll Form for reimbursement from the State for a forest fire fought by Town firefighters. J. Grenier made a motion to approve the expense form for reimbursement. The motion was seconded by P. Clapp and approved by those present.

R. Darby and J. Siegel, representing the Ice Center of Washington West, were present to request a special article on the Town meeting warning to exempt the Ice Center from taxes. J. Siegel summarized the background behind the request. If approved, the Ice Center would not pay municipal taxes and the Town (taxpayers) would pay the State education taxes. The Select Board asked that the Ice Center submit a petition with the signatures of 5% of the voters for the request in order to be placed on the warning.

S. Lotspeich was present to update the Board on several projects. G. Dillon and B. Lindner were present to discuss the enhanced 911 system and issues with people not numbering their homes, which makes it extremely difficult for emergency personnel to find them. S. Lotspeich distributed an enforcement provision to the 911 Ordinance that was adopted by Barre. A discussion was held with regard to enforcement issues, education, and other ways to encourage people to comply. S. Lotspeich will work with the Municipal Manager to draft an enforcement provision to the 911 Ordinance.

S. Lotspeich updated the Board on the Energy Efficiency Conservation Block Grant (EECBG), which involves the replacement of street lights in the village. He reviewed the revised budget with the Board. J. Grenier made a motion to authorize the Municipal Manager to sign the grant agreement between the Town and the State for the EECBG revised budget. The motion was seconded by P. Clapp and approved by those present.

A. Tuscany updated the Board on issues with the light fixtures on the Stowe Street Bridge. They work sporadically and are problematic. He and S. Lotspeich need a little more time to figure out a solution to the problem.

The fencing for the disk golf course has been ordered and should be in this week. Members of the Recreation Committee will be installing the fencing.

D. Higgins has invited both Boards to the next Planning Commission meeting to discuss the development of a Design Review Board. The meeting is on October 6, 2010 at 7:15pm. It was discussed that if a DRB is implemented, the Select Board would like to be the body to make the appointments.

The Municipal Manager distributed the Fire & Highway vehicle replacement schedule and reviewed it with the Board. He also reviewed a memo from the Highway Supervisor on the purchase of a sweeper, roadside mowing machine and excavator.

The Municipal Manager reviewed a CIP investment memo he had distributed earlier which gave a status report of the investments in the CIP and Tax Stabilization fund. The Select Board had previously voted to open six new CIP funds to replace the existing CIP fund #30. The Manager explained that one option would be to liquidate the CIP fund, sell securities, pay the General fund the amount due and distribute the remaining funds among the six new funds. A second option would be to allow the Tax Stabilization fund to buy some or all of the securities in the CIP fund. This would be in conflict with the current investment policy as greater than 50% would then be in equities. He recommended a temporary waiver of the policy to be reviewed at year's end, and implementing several measures as outlined in the memo.

B. Butler made a motion to authorize the Treasurer and Municipal Manager to implement the actions outlined in memo dated September 17, 2010 in the second option. The motion was seconded by P. Clapp and approved by those present.

A. Tuscany gave an update on the Fire Stations project. The Town has received written approval on the land conversion. The contract is reasonably close to being signed, but there will be some additions and deletions to the scope of work. The work is currently on schedule for both stations. The Manager asked once the base contract has been signed, how the Board would like to handle additions and deletions, and change orders. It was decided that once the guaranteed maximum price has been established, the Public Works Director will present a list of recommended additions and deletions. As the project progresses, staff will be given leeway and if uncomfortable with any changes, will come to the Board.

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A. Tuscany gave the Board an update on the culvert project on Stowe Street. The culvert needs to be re-lined. He will be meeting with a company that performs this work. The project may not happen this year but the grant money can carry over to next year.

W. Shepeluk discussed the Animal Control Ordinance that was adopted at the last meeting. There are requirements about posting and publishing in the paper. It was not submitted in time after the last meeting to meet the deadlines. He added sections 13 ó Repeal of Prior Ordinance and Section 14 ó Effective date, and will publish next week. B. Butler made a motion to re-adopt the Animal Control Ordinance. The motion was seconded by J. Grenier and approved by those present.

More discussion was held with regard to hiring a part-time person to be appointed Assistant Town Clerk and assist office staff. W. Shepeluk distributed the staffing budget between 2004 and 2010 and hours worked by staff in 2004 and 2010. In 2010, there are approximately 57 less staff hours per week than in 2004. W. Shepeluk discussed hiring consultants for certain projects such as updating the Personnel Policy. P. Clapp made a motion to authorize the creation of a 20 hour per week position for Assistant Town Clerk and Treasurer to meet the administrative needs of the Town. The motion was seconded by J. Grenier approved by those present.

There being no further business, the meeting was adjourned at 9:45p.m.

Respectfully Submitted,

Carla Lawrence

Approved at a meeting held on October 26, 2010