

## **WATERBURY SELECT BOARD**

January 10, 2011

Municipal Office

Present: R. Ellis, Chair; J. Grenier, K. Miller, and B. Butler; Select Board; W. Shepeluk, Municipal Manager; A. Tuscany, Public Works Director; C. Preston, Waterbury Record; A. Imhoff, ORCA Media; and C. Lawrence, Town Clerk

Public: D. Frothingham, E. Coffey

The meeting of the Select Board was called to order at 7:05p.m.

D. Frothingham was present to request the use of Hope Davey pavilion and course for a disk golf tournament on January 29, 2011 from 8:00a.m. to 5:00p.m. to raise money for the local food shelves. He requested a waiver of the fee as the event is a charitable event. K. Miller made a motion to grant the fee waiver for the Disk Golf Ice Bowl on January 29th from 8:00a.m. to 5:00pm. The motion was seconded by J. Grenier and approved by those present.

J. Grenier made a motion to approve the minutes of the December 20, 2010 meeting. The motion was seconded by K. Miller and approved by those present.

The Animal Control Ordinance fee schedule was reviewed. B. Butler made a motion to approve the ACO fee schedule dated January 10, 2011. The motion was seconded by K. Miller and approved by those present.

Tom Vickery submitted a letter for the Chair's signature to appeal the 2010 Grand List. B. Butler made a motion to authorize R. Ellis to sign the letter dated January 10, 2011 to William Johnson, Director of Property Valuation and Review. The motion was seconded by K. Miller and was approved by those present.

Job descriptions for a recreation summer director and part-time administrator had been distributed to the Board, as well as a fee schedule. A discussion was held with regard to program participation options. More discussion was held with regard to transportation to special programs and length of program. The fee schedule was tabled until the next meeting. No decision was made with regard to length of the camp - the job descriptions will state supervised camp with no number of weeks specified. Discussion followed with regard to hiring the director and part-time administrator. It was suggested that the director be hired immediately to get started on getting information out on the program. This person could work with the part-time administrator in early spring for a week or two to move the program forward into the summer months. B. Butler made a motion to approve the summer camp director job description and part-time administrator position as amended. The motion was seconded by J. Grenier and approved by those present.

R. Ellis and K. Miller attended a public hearing on flood zone and DRB regulations. The Planning Commission believes the flood zone maps are inaccurate. A discussion followed as to how to work towards improved mapping. More meetings will be held with the State to review options. Zoning regulations will need to be updated and that is still in process. Progress is being made on the formation of a Development Review Board. A brief discussion was held with regard to the make up of the Board in terms of residency requirements.

Evaluation training is scheduled for February 7th during the regular meeting time.

A tobacco license has been requested for Stash 'N Stowe, which is a new shop at the Cabot Annex. After a brief discussion K. Miller made a motion to approve a tobacco license for Stash 'N Stowe at 2653 Waterbury-Stowe Road. The motion was seconded by J. Grenier and approved by those present.

The annual Certificate of Highway Mileage has been completed with no changes from the previous year. B. Butler made a motion to approve the Certificate of Highway Mileage. The motion was seconded by K. Miller and approved by those present.

The Green Mountain Roamers Snowmobile Club has made a request for the Town to donate a 2011 pool pass for their annual fundraising event. B. Butler made a motion to approve the request. The motion was seconded by J. Grenier and approved by those present.

The Duxbury fire services contract was reviewed and discussed. Duxbury excluded properties in South Duxbury from their grand list as Moretown is the first responder. The amount requested in 2010 was \$43,550. The negotiated amount for 2011 is \$57,080. K. Miller made a motion to approve the fire services contract from April 1, 2011 to March 31, 2012 with the Town of Duxbury to pay \$57,080. The motion was seconded by J. Grenier and approved by those present.

The fiscal year 2011 CIP's were reviewed, starting with the paving CIP. The proposal is to spend \$200,000 during 2011. The highway infrastructure CIP was reviewed in detail and the proposal is to spend \$275,100 during 2011. The highway vehicle CIP was reviewed. The fire department vehicle CIP was reviewed and there are no proposed expenses for 2011. The fire stations CIP was discussed. This is essentially the construction projects currently underway. The recreation CIP was reviewed and the total proposed expenses are \$20,000. The refunding proposal was discussed. It has been proposed to refund the fire truck and loader notes (\$306,000) and convert them to a bond to pay off over 10 years. The Board will revisit this proposal at a future meeting. A. Tuscany reviewed the costs to fix and repave High Street at an estimated cost of up to \$300,000. This project needs to be addressed in the relatively near future.

The General Fund budget was reviewed. The goal was to have a 32 cent tax rate plus the fire station debt. Positive fund balances as of December 31, 2010 have helped the cause. No money has been used yet from the Tax Stabilization fund. There is an opportunity to reduce the 32 cent tax rate by transferring money from this fund. Raising the deductible on VLCT PACIF from \$500 to \$5,000 was discussed. B. Butler made a motion to authorize the Municipal Manager to raise the VLCT PACIF deductible from \$500 to \$5,000. The motion was seconded by K. Miller and approved by those present.

The budget for the website and proposed enhancements for 2011 were discussed, including recreation calendars, an employee portal, business directory, and email marketing system. The amount currently in the budget is \$10,000.

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The Board discussed the administrative service fee that the Village pays to the Town. The Village has proposed using a new base amount of \$121,490 to be multiplied annually by the CPI. This amount considers that the Utility Billing clerk spends 25% of her time on Village work. If the Utility Billing clerk spent 50% of her time, this amount would be \$133,990. It was suggested that a base number be agreed upon, and then indexed in the future by the general government budget or the increase in staff compensation package. K. Miller made a motion that the base be \$127,000 with the multiplier to be the increase in the staff compensation package for the four employee positions who were included in the previous formula. The motion was seconded by J. Grenier and approved by those present.

The second meeting in February was rescheduled for Tuesday February 22nd as the 21st is President's Day.

There being no further business, the meeting was adjourned at 10:00p.m.

Respectfully submitted,

Carla Lawrence

Town Clerk

Approved at a meeting held on: January 27, 2011