

**Waterbury Select Board and Trustees Joint Meeting**  
**June 17, 2013**  
**Main Street Fire Station**

Present: J. Grenier, Chair; R. Ellis, C. Viens, and K. Miller, Select Board; P H. Flanders, Village President; L. Sayah and N. Howell-Sherman, Village Trustees; D. Winham, Economic Development Director; A. Tuscany, Public Works Director; W. Shepeluk, Municipal Manager; K. Fountain, Waterbury Record; A. Imhoff, ORCA Media; and C. Lawrence, Town Clerk.

Public: Luke Shullenberger and Everett Coffey.

The meeting of both Boards was called to order at 7:00pm.

**MINUTES**

R. Ellis made a motion to approve the minutes of the May 28<sup>th</sup>, May 31<sup>st</sup> and June 6<sup>th</sup> meetings. The motion was seconded by R. Ellis and passed by those present.

**MONTHLY REPORT – DARREN WINHAM**

D. Winham reported he has been working on projects with regional businesses interested in moving into Waterbury (expansions). He is looking into a co-working space on the 2<sup>nd</sup> floor of One South Main Street. A new business will be moving into the space formerly occupied by Ocha's Restaurant. Bridgeside Books expanded their space, and the Stowe Street Emporium will transfer ownership on July 1<sup>st</sup>. There is a meeting of the Vermont Digital Economy Project tomorrow morning at Arvad's. The final version of the economic development chapter of the Town Plan is going to the Planning Commission on monday. There are a couple of developers interested in Wasson Hall. He has also been assisting on figuring out how to develop some downtown parking. He suggested that some parking could occur behind 51 South Main Street. There is also a large lot just before the Dry Bridge on Stowe Street. Two owners may be willing to sell their properties, to be purchased by private interests. There also may be opportunity to lease parking spaces behind what was formerly Ocha's Restaurant.

**GREEN LANTERN – SOLAR SERVICES AGREEMENT**

L. Shullenberger was present to discuss the solar services contract for a solar installation on the roof of the Main Street Fire Station. He reviewed the terms of the agreement with the Board. The Town will have full review and approval rights for the design and installation of the array. A discussion was held about potential tax assessments on the arrays. R. Ellis stated that she has worked with A. Tuscany and Paul Giuliani and changes have been implemented in the contract that are beneficial to the Town. C. Viens expressed concern about the benefit versus the cost to the taxpayers. L. Shullenberger explained the financing of the program.

R. Ellis made motion to approve the solar services agreement with Green Lantern Capital with two small changes (customer is 'Town of Waterbury' and fill in date of agreement), and authorize the Municipal Manager to sign the contract. The motion was seconded by K. Miller and passed by those present.

P. H. Flanders updated the Select Board on a 500KW solar array proposed for Sweet Fields. They will be reviewing draft of the contract. There are several neighbors that are concerned and the Trustees plan to have an informational meeting on July 10<sup>th</sup>. The Trustees will request some specific wording in the contract in recognition of the well fields and acknowledging the sensitivity of the area.

P. H. Flanders stated he attended the first public hearing on the bond vote. After Irene, the community work together, and the Boards worked through the FEMA process to develop the proposed plan for the municipal building project. He was concerned at the hearing that K. Miller took a different tact with regard to including the police department in the project. K. Miller stated that people should be informed of other options and other locations given the expense of the project. A discussion followed about the pros and cons of co-locating the functions on either one or two sites and what might be most cost effective.

E. Coffey suggested that the municipal office and police relocate at 51 South Main Street with parking underneath, and the library and historical society be housed in a second facility on North Main Street. J. Grenier questioned the maintenance and long term costs in one versus two buildings. He stated that the State of Vermont is investing in our downtown at the complex, and that the municipality should too.

The Trustees adjourned at 8:10pm.

### **MANAGER'S BUSINESS**

The Pomegranate Lease is not yet available, but will most likely be ready by Thursday. A. Imhoff explained that the Tully's contact has been planning to travel to Vermont to do the final layout and planning, therefore timing is somewhat critical as the wish is to get the project started. The Manager reviewed the major terms of the lease and stated that the lease will be circulated as soon as it is available. Tully's will be responsible for building the park, and Town will be responsible for the ongoing maintenance of the park and some liability insurance costs. The Board may want to review the plans prior to making a decision about submitting the zoning application.

A. Tuscany updated the Board on work to being done on Hubbard Farm Road. The wet weather delayed work on the recreation fields and has also caused issues with shoulder work. They will be completing Hubbard Farm Road. Grading and chloride of roads is just starting, due to the weather. The Reservoir Road has slipped and work will need to be done. He stated the Highway Department will develop a good drainable base on Gregg Hill Road that is stable and will place gravel on top, but may not be able to accomplish what they had hoped for the year. A discussion was held about contracting out some of the work, and what the cost might be to do so.

### **ROTARY CLUB – SIGN POSTS**

The Rotary Club has a permit to replace the banner posts by the library. The posts are ready to put up, which the Rotary Club is paying for. As part of the permit, a sign at the top was proposed and approved. The estimate for the sign costs more than what the Rotary can afford. She asked if the Select Board was interested or willing to contribute Town funds to the sign atop the posts. The estimate is \$1,300. The NQID celebration is approaching and the Town has budgeted some money for this event. T. Wood asked if the Town had budgeted anything extra for the 250<sup>th</sup> anniversary events. Some funds were budgeted through the RW budget line items. There is \$3,000 in the budget for the July 4<sup>th</sup> festivities, up from \$1,000 budgeted last year. The Board will consider the request for the \$1,300 for the sign at a later date.

### **TOWN CLERK ITEM'S**

The Blue Stone has submitted an application for a festival permit for July 12, from 5:00pm – 10:00pm as part of the Waterbury Arts Fest. They plan to have a fenced-in beer garden on the block between WDEV and the Stowe Street Emporium. K. Miller made a motion to approve the permit provided the area is enclosed appropriately. The motion was seconded by C. Viens and passed by those present

Cold Hollow Cider Mill has submitted an outside consumption permit. They would like to offer outside consumption on a deck during normal business hours, 7 days per week from 11:30am to 5:00pm, and some private functions on weekends. K. Miller made a motion to approve the request for an outside consumption permit. The motion was seconded by C. Viens and passed by those present.

The Reservoir has submitted an outside consumption permit for July 12<sup>th</sup> from 3:00pm to 10:00pm to expand consumption into the parking lot during the Waterbury Arts Fest. K. Miller made a motion to approve the permit provided the area is enclosed properly. The motion was seconded by C. Viens and passed by those present.

The National Guard has requested use of Hope Davey Pavilion on Sunday September 22<sup>nd</sup> from 10:00am to 2:00pm for a military family day/picnic with waiver of fee. R. Ellis made a motion to approve the request. A discussion followed about the waiver of fee policy. The motion was seconded by K. Miller and passed by a vote of 3 – 1.

Discussion continued about waiver of fee policy and what the criteria should be for non-profits. C. Lawrence was asked to find data on what organizations have had fees waived and what organizations have not had fees waived, and the total amounts for 2012. C. Viens feels strongly that fees should be paid by people that want to utilize the Town parks. R. Ellis stated that fee waiver is like special articles that are approved, in that it shows appreciation for the work that people are doing in the community.

C. Lawrence reviewed a draft of the new branding logos as they pertain to Municipal letterhead, envelopes and business cards. The Board was in agreement to move forward.

There being no further business, the meeting of the Select Board adjourned at 9:30pm.

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: July 1, 2013