

Joint Meeting of the Waterbury Select Board and Village Trustees
July 7, 2014
Main Street Fire Station

Present: C. Nordle, Chair; K. Miller, J. Grenier, C. Viens, and D. Schneider, Select Board; P. H. Flanders; Village President; N. Howell-Sherman, Trustee; S. Lotspeich, Community Planner; W. Shepeluk, Municipal Manager; M. Orso, Waterbury Record; A. Imhoff, ORCA Media; and C. Lawrence, Town Clerk.

Public: E. Coffey, D. Winham, and M. Lavanway.

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

APPROVE AGENDA

C. Nordle noted that he will be unable to attend the August 4th and 18th meetings. It is possible the meeting on August 18th will be cancelled. W. Shepeluk asked to review the engagement letter from the auditor, if there is time. J. Grenier made a motion to approve the agenda as discussed. The motion was seconded by K. Miller and passed unanimously.

CONSENT AGENDA ITEMS

J. Grenier moved the consent agenda items. The motion was seconded by K. Miller and passed unanimously.

PUBLIC

None.

UPDATE FROM DARREN WINHAM

The project at 51 South Main Street is at the purchase and sale agreement stage. He is working hard to fill the Steele Block. He then briefed the Board on a new hotel project that he is working on, by request of two hotel groups. The proposed location is at the site of Anderson Field. The description of the project is attached to these minutes.

J. Grenier stated that although the project is ambitious, D. Winham was asked to pursue project ideas for the Town and Village of Waterbury. He stated there are some definite hurdles to the project but he appreciates D. Winham bringing ideas to the Boards.

Discussion followed about the current condition of the pool, and costs of replacement. K. Miller asked if a hotel project at that location is the best use of the area, and expressed concern about saturation. C. Nordle suggested that if the project moves forward, market studies can be performed. C. Nordle stated that D. Winham was asked to put some projects forward and see what the pulse of the public is, although he is not at the point of endorsing the concept.

C. Viens stated it would be beneficial to see a revenue projection, and questioned whether more growth would mean lower taxes. He expressed concern about the overall impact to the community. P. H. Flanders stated that the land by the Ice Center is zoned recreational, and that the land swap would have to be approved by the Village voters. He stated that the Village grand list decreased due to the flood, but he would support finding out from the feds if this project could fly.

E. Coffey discussed the concept of having a year round indoor pool, versus continuing to put money into the current location.

D. Winham asked the Board for a formal vote to submit a project pre-application to the Federal government via Ed O'Leary of the Vermont of Forests, Parks and Recreation.

Both Boards supported the idea of sending a letter, and wish to see a draft of the letter before they vote to submit the letter.

OVERVIEW OF OPEN MEETING LAW CHANGES FOR 2014

C. Nordle stated that there were some changes to the open meeting law effective July 1, 2014. Highlights of these changes include:

- To allow Board members to attend meetings via electronic means whereby a roll call vote is required, and a meeting may be held with the quorum participating electronically;
- Meeting minutes need to be posted on the website within 5 days, in draft form;
- Meeting agenda posted at least 48 hours ahead of the meeting;
- Agenda set as first item of business;
- Executive Session: first motion to find that premature public discussion of the subject would cause the municipality to suffer serious disadvantage, second motion to recite the specific statutory provision that gives authority to enter into such session.

INTERIM FLOOD HAZARD AREA REGULATIONS

S. Lotspeich was present to discuss corrective motions to the interim flood hazard area regulations to extend the regulations for an additional year.

K. Miller made a motion to amend the motion that the Select Board adopted on May 21, 2012, to provide that the Interim Flood Hazard Area Regulations and Overlay District, which are organized as Article VI of the Town and Village of Waterbury Zoning Regulations, expires on May 22, 2014. The motion was seconded by J. Grenier and passed unanimously.

K. Miller made a motion to amend the motion that the Select Board adopted on October 21, 2013, to provide that the Select Board extends the Interim Flood Hazard Regulations and Overlay District for one additional year beyond May 21, 2014. The motion was seconded by D. Schneider and passed unanimously.

N. Howell-Sherman made a motion to amend the motion that the Trustees adopted on May 21, 2012, to provide that the Interim Flood Hazard Area Regulations and Overlay District, which are organized as Article VI of the Town and Village of Waterbury Zoning Regulations, expires on May 22, 2014. The motion was seconded by P. H. Flanders and passed by those present.

N. Howell-Sherman made a motion to amend the motion that the Trustees adopted on October 21, 2013, to provide that the Select Board extends the Interim Flood Hazard Regulations and Overlay District for one additional year beyond May 21, 2014. The motion was seconded by P. H. Flanders and passed by those present.

PERSONNEL POLICY

The personnel policy was circulated in May. The policy was discussed in early June and sections were assigned to Board members to review. The Workplace Expectations section was previously reviewed by K. Miller and N. Howell-Sherman. A discussion was held and some edits were made. Additional sections will be reviewed at a future Joint meeting.

SET TAX RATE

The Town has not received official notice from the Department of Taxes as to the Education tax rates. The tax rates will be put into the system on July 15th. The Manager recommended that the Board's establish the municipal tax rates this evening, and then authorize the Manager to include the state education tax rates in the system, when established.

The Manager reviewed the calculation of the Town and Village tax rates (attached to these minutes), and recommended municipal tax rates of \$.38 for the Town and \$.1672 for the Village.

J. Grenier made a motion to set the municipal tax rate for the Town of Waterbury at 38 cents per hundred for the 2014 tax year and to authorize to Manager to add in the school tax rate as established by the Department of Taxes. The motion was seconded by C. Viens and passed unanimously.

N. Howell-Sherman made a motion to set the tax rate for the Village Waterbury at 16.72 cents per hundred for the 2014 tax year. The motion was seconded by P. H. Flanders and passed by those present.

AUDITOR ENGAGEMENT LETTER (agenda item added at the start of the meeting)

K. Miller made a motion to authorize the Manager to sign the engagement letter. The motion was seconded by C. Viens and passed unanimously.

Natalie Howell-Sherman made a motion to authorize the Manager to sign the engagement letter. The motion was seconded by P. H. Flanders and passed unanimously.

DUXBURY FIRE CONTRACT

Mo Lavanway was present to discuss the Duxbury fire contract. W. Shepeluk stated that he feels the formula works well for the Town of Waterbury but he understands the concerns of the Duxbury Select Board. He previously distributed a memo outlining the history of the existing formula, and outlining some alternate scenarios (attached to these minutes). M. Lavanway stated that the Main Street Fire Station is the only station that services Duxbury residents. They know that there is equipment in the Maple Street station that is used, but they do not wish to pay for the bond on that building.

The Board suggested that the formula could be based on average debt service versus total debt service over the life of the bond. M. Lavanway will take this suggestion and the numbers back to the Duxbury Select Board.

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

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: July 21, 2014