

**Joint Meeting of the Waterbury Select Board & Village Trustees**  
**January 19, 2016**  
**Steele Block 2<sup>nd</sup> Floor Conference Room**

Present: C. Nordle, C. Viens, D. Schneider, M. Frier and J. Brown, Select Board; W. Shepeluk, Municipal Manager; L. Sayah and N. Sherman, Trustees; S. Blow, Waterbury Record; A. Imhoff, ORCA Media; and C. Lawrence, Town Clerk.

Public: Zoe Gordon, Peter Turmelle, Harry Shepard, Bill Minter, Jeff Larkin, Karen Nevin.

The meeting of the Select Board was called to order at 7:06pm. The Trustees Joint the Meeting at 8:18pm.

**APPROVE AGENDA**

J. Brown made a motion to approve the agenda. The motion was seconded by M. Frier and passed unanimously.

**CONSENT AGENDA ITEMS**

Harry Shepard of the Rotary Club was present to explain the festival permit for the NQID activities. It is a four-day permit, but the intent is to serve beer and wine on Saturday and Sunday. The Sunday activities will be shut down by 6:00pm. The extra days are needed for the distributor to deliver and pickup the products. J. Brown made a motion to approve the consent agenda items including the minutes of the January 11<sup>th</sup> meeting, a liquor license for Billing's Mobil and the festival permit for the Rotary Club NQID event. The motion was seconded by M. Frier and passed unanimously.

**PUBLIC**

Peter Turmelle was present to request a donation of \$250 for Justice for Dogs, who have relocated some Waterbury dogs. W. Shepeluk explained that this donation can be placed in the pound service line item. C. Nordle suggested that this be included in the budget.

**MANAGER'S ITEM'S**

W. Shepeluk previously distributed the general fund and highway budgets and reviewed some changes from the last meeting. He then reviewed the operating budget summary sheet for 2016 (attached). This budget shows a tax rate of \$0.4754 which is \$0.0704 over last year's rate, or \$211 on a \$300,000 home. To make the tax rate go down one cent requires a reduction in expenses of approximately \$70,000. These numbers are based on an estimated 1.5% increase in the grand list, and that increase will not be known until June. The tax rate for the new municipal building is approximately \$0.035 and the tax rate for Perry Hill paving is \$0.01, both projects which were approved at last Town Meeting.

C. Viens suggested not purchasing a new chipper and repairing the old to save some expense. He stated the recreation department seems under umbrella of volunteers as well as the Town and suggested that Parks & Recreation be turned over to a separate entity to be operated as a separate business, and questioned how the Recreation Director spends his time. W. Shepeluk stated it has been hard to manage personnel given all of the large projects over the past few years. Various volunteer committees can identify what their priorities are and present them to the Board for funding. D. Schneider stated that the Town needs to decide what it wants to fund. C. Nordle stated that the Board needs to give some direction to the Manager in terms of the tax rate. An increase in recreation fees was discussed.

C. Nordle summarized that approximately \$.0405 of the tax rate is attributable to municipal building and Perry Hill Paving and questioned how much is attributable to the North Hill

Cell Tower legal expense line item. He suggested it might be helpful for Bill to identify additional sources of savings.

W. Shepeluk asked for direction from the Board. C. Nordle would like to understand how to reduce the tax rate by \$0.01.

W. Shepeluk explained the option of refunding the Perry Hill paving note and will lay out the numbers for the Board next week. He can also find savings in the transfer to the highway CIP's. He then reviewed the general fund revenue balance sheet, and suggested lowering the deferred revenue line. The Town has been much aggressive in the last couple of years about collection delinquent taxes.

### **JOINT MEETING ITEMS**

N. Sherman called the meeting of the Village Trustees to order at 8:18pm.

W. Shepeluk gave an overview of the development of the Waterbury Area Development Corporation (WADC) and the Economic Development Director position, currently occupied by Zoe Gordon. RW hired the position and the Town and Village fund part of the position. Z. Gordon works for RW and reports to the WADC. W. Shepeluk previously distributed a memo laying out the funding request, and recommended that the Town and Village pay \$4,200 per month starting in April which is level funded to use as RW sees fit for the position.

K. Nevin stated she is in complete agreement with the recommendation and that the position is critical to the future of Waterbury. The WADC and RW have set goals for the director to accomplish in the coming year. W. Shepeluk explained that the Town pays 54% and the Village pays 46% of the cost.

M. Frier and J. Larkin, members of WADC, stressed the importance of having the position to attract new businesses and retain existing businesses. K. Nevin emphasized the future importance of the position during the Main Street construction project in 2018. D. Schneider has worked with Z. Gordon on the parking committee and stated that it is great that she wants to work on strategic planning.

On behalf of the Village Trustees, N. Sherman stated that she has appreciated Z. Gordon's work for the Village and it has been valuable. By consensus, the Boards decided to keep the position in the budget.

W. Shepeluk has incorporated into the budget certain payments to the Village, including pay that Town employees work for the Village. Public works employees work for both entities and track their time. A discussion followed as to how much the Town should pay the Village and how to streamline the process.

The Village will be putting money into their budget to hire an engineer for more studies on parking at an approximate cost of \$10,000. The Village will be paying a civilian to enforce parking 20 hours per week which will cost about \$10,000 for nine months. The Trustees would like to ask the Select Board to share in the costs related to parking studies and work. D. Schneider recommended including \$10,000 in the budget for the parking studies.

There being no further business, the meeting adjourned at 9:10pm.

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: January 25, 2016