

Joint Meeting of the Waterbury Select Board & Village Trustees
October 17, 2016
Steele Community Room ~ 28 North Main Street

Present: D. Schneider, Chair; C. Nordle, C. Viens, M. Frier and J. Brown, Select Board; P. H. Flanders, Village President; L. Sayah and N. Sherman, Trustees; W. Shepeluk, Municipal Manager; S. Lotspeich, Community Planner; B. Farr, Long Term Community Recovery Director; A. Imhoff, ORCA Media; S. Blow III, Waterbury Record; and C. Lawrence, Town Clerk.

Public: Eric Vorwald, Everett Coffey, Zoe Gordon, Theresa Wood, Cindy Lyons, Karen Nevin, Joel Baker, Ari Fishman and Missy Gorham.

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

APPROVE AGENDA

M. Frier made a motion to approve the Select Board agenda as presented. The motion was seconded by C. Viens and passed by those present. The Trustees approved the agenda as well.

PUBLIC

No public comment. D. Schneider asked for a moment of silence for the 5 teenagers that were so tragically taken from their families.

DISCUSSION OF 2017 HEALTH INSURANCE OPTIONS

W. Shepeluk previously distributed a memo with a recommendation for employee health insurance benefits for 2017 (see attached). He recommends a 4.5% increase in the monthly benefit amount made available to employees. The employees are offered a set amount of money and choose from one of several Blue Cross Blue Shield plans. More of the burden is shifted to employees in terms of out of pocket expenses. W. Shepeluk explained the effect on the budget and nuances of some of the plan options. It is also recommended to pay those employees who decline the insurance coverage \$65 per month, up from \$60 last year.

C. Nordle made a motion to authorize the recommended increase of 4.5% in the monthly benefit for 2017 inclusive of the \$5 increase in the benefit to employees who decline coverage. The motion was seconded by M. Frier and passed unanimously. N. Sherman made a like motion on behalf of the Village Trustees. The motion was seconded by L. Sayah and passed unanimously.

MEMORANDUM OF UNDERSTANDING FOR ECONOMIC DEVELOPMENT DIRECTOR

The Town and Village contracted with RW to provide Economic Development Director Services in 2015. The arrangement was valid through March of 2016. During budget discussions for 2016, the Boards committed funding through December. Technically, the MOU has not yet expired, and it is contingent upon funding from the Town and Village. If the Boards take no action, RW will not be paid during January through March of 2017. The draft MOU is written such that the commitment will cover this timeframe, and bring something to the voters to fund for the remainder of 2017. Alternatively, the Boards can give RW notice by October 1st in any given year that no future funding will be provided.

C. Nordle stated he is fine with the MOU, however he suggested that the municipality should discuss changing their fiscal year at a future meeting. P. H. Flanders stated that the Trustees support the position, however they would like the funding to be proportional to the amount of the grand list in the Village.

K. Nevin stated that RW is aware of the funds committed from the Town and Village for Economic Development Services. C. Viens asked Z. Gordon to elaborate on some of her work over the last year. Z. Gordon stated that several projects have come to fruition, including Sun Common and other developers that have become vested in the community. She stated the business retention is also very valuable, including keeping the Cork in Waterbury and coordinating space between the Proud Flower and Bridgeside Home. She gave other examples of businesses she has worked with, including bringing connections together. She is also involved with redevelopment opportunities, including Flatow's Auction Barn and Emery's General Store. She developed an intern program within the RW program.

M. Frier made a motion to authorize the Manager and Select Board Chair to sign the Memorandum of Understanding. The motion was second by C. Nordle and passed unanimously. N. Sherman made a motion to authorize the President of the Trustees and the Manager to sign the Memorandum of Understanding. The motion was seconded by L. Sayah and passed unanimously.

REVIEW AND APPROVE RESOLUTION TO APPLY FOR STATE MUNICIPAL PLANNING GRANT FOR RE-WRITE OF SECTIONS OF WATERBURY ZONING REGULATIONS

S. Lotspeich gave a brief overview of the project and stated that the intent is to receive a grant for the re-write of several of the sections of the zoning regulations, including home occupations, parking regulations, alternative transportation, zoning maps, permitted and conditional uses by district, sign regulations, ridgeline and steep slope regulations, and key definitions. He suggested that the Town do a resolution to apply for the grant and that the Village provide a letter of support.

Based on the scope of work, a consultant has estimated \$18,600 and there will be additional costs. S. Lotspeich recommended a total budget of \$20,000. There is no match for the first \$8,000 and thereafter the match is one-third of the remainder, or a commitment of a \$4,000 cash match in the 2017 budget.

A discussion was held about including form-based codes in the regulations. C. Nordle would also like the scope of work to include attention to housing, specifically multi-family density. The grant application deadline is October 31st, and if awarded, Requests for Proposals will go out. The entire process will take about 8 months. The proposed budget is not adequate to review form-based code.

C. Nordle made a motion to approve the Resolution for the Municipal Planning Grant application to re-write certain sections of the Zoning Regulations, provided that increased flexibility will be developed for allowed permitted and conditional uses, and increased opportunity and density for multi-family housing. The motion was seconded by J. Brown and passed unanimously.

N. Sherman made a motion that the Trustees sign a letter of support for the Planning grant. The motion was seconded by L. Sayah and passed unanimously.

C. Nordle made a motion to commit to including \$4,000 in the fiscal year 2017 budget to support the \$20,000 project. The motion was seconded by M. Frier and passed unanimously.

AUTHORIZE CONSULTANT CONTRACT FOR COLBYVILLE PEDESTRIAN/BICYCLE SCOPING STUDY

S. Lotspeich stated that the Town was successful in getting a grant for the scoping study. Two firms were interviewed and it is recommended to contract with Broad Reach Planning and Design. The project involves looking at the section between Blush Hill intersection and Laurel Lane, and to figure out how to incorporate pedestrian access in that corridor, and to lay the groundwork to receive State and Federal funds to construct sidewalks. It will be a 6 to 8 month process.

C. Nordle made a motion to authorize the Manager to sign the consultant contract. The motion was seconded by J. Brown and passed unanimously.

VTRANS ITEMS

The Board revisited whether or not to include a traffic signal at the Guptil Road intersection as part of the Route 100 reconstruction project. A draft of a letter with additional comments and suggestions for the project from several parties was reviewed and discussed.

C. Nordle asked if the Regional Planning Commission had a position about the proposed light at Guptil Road. E. Vorwald responded that he was unsure. C. Nordle asked if that intersection is considered a high crash intersection. That information was not available. A. Fishman stated that neighbors on Guptil Road are in support of a light.

C. Viens made a motion to include a light at Guptil Road as listed in the draft comments. The motion was seconded by M. Frier and passed unanimously.

The draft comments were discussed. One important issue is whether the lighting at the southbound ramp is sufficient. T. Wood stated that this area needs to be better delineated.

C. Nordle made a motion to authorize the Manager and Chair to sign the letter to VTrans. The motion was seconded by C. Viens and passed unanimously.

DISCUSSION OF VILLAGE CHARTER

P. Flanders stated that at the last Annual Village meeting, the voters asked the Trustees to look into dissolving the Village Charter or reducing municipal functions. The Trustees have spoken to an attorney. It may be possible to eliminate some municipal functions like eliminating the police department. Other functions might be retained like the water and sewer systems that have user fees. The Town may need to get involved with some of the agreements. The Trustees plan to include an article on the Warning at the next annual meeting to address this issue. C. Nordle asked if it made more sense to hold a Special Village Meeting prior to annual meeting.

E. Coffey asked if there would be informational meetings. P. Flanders stated that no proposals would be voted at Village meeting. It would be a vote as to whether or not to look into the issue.

HISTORICAL SOCIETY – DEACCESSION OF ITEMS

The Historical Society would like approval to deaccess several items, a listing and pictures of which were sent to the Board. None of the items have a specific tie to Waterbury. T. Wood stated that the Historical Society has a very specific policy as to which items can be deaccessed. C. Nordle made a motion to approve the proposed deaccession list. The motion was seconded by J. Brown and passed unanimously.

STOWE STREET ROAD CLOSURE OCTOBER 30TH

W. Shepeluk explained that a portion of Stowe Street may need to be closed for a period of time on October 30th during the burning of property on Stowe Street by the fire department as a training exercise.

APPROVE MINUTES OF OCTOBER 3RD MEETING

J. Brown made a motion to approve the minutes of the October 3rd meeting. The motion was seconded by C. Viens and passed unanimously.

There being no further business, the meeting adjourned at 9:17pm.

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: November 21, 2016