

**Meeting of the Waterbury Select Board**  
**June 1<sup>st</sup>, 2020**  
**28 North Main Street**

Present: C. Viens, M. Bard, K. Martin, M. Frier and N. Fish, Select Board; W. Shepeluk, Municipal Manager; and C. Lawrence, Town Clerk. The meeting was held via videoconference.

Public: Harry Shepard and Patrick Farrell, DRB Candidates; Hadley Laskowski, Valley Reporter and Lisa Scagliotti, Waterbury Roundabout.

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

**APPROVE AGENDA**

N. Fish made a motion to approve the agenda. The motion was seconded by K. Martin and passed unanimously.

**CONSENT AGENDA ITEMS**

N. Fish made a motion to approve the consent agenda items including the minutes of the May 18<sup>th</sup> meeting. The motion was seconded by K. Martin and passed unanimously.

**PUBLIC**

There was no public comment.

**SELECT BOARD ITEMS**

**Development Review Board Interviews**

P. Farrell and H. Shepard were present to express interest in serving on the Development Review Board. P. Farrell stated that he and his wife moved to Waterbury several years ago as they love the community. He has participated in other activities around Town and he would like to make a difference in the community. C. Viens asked P. Farrell his views on development and preservation. P. Farrell responded that the sense of history in the community attracted him to Waterbury, and that development should be done with that in mind.

H. Shepard stated that he wishes to be involved in the activities of the Town, and that he is active with the Waterbury Rotary Club. He stated that he is an experienced civil engineer and that he works as the Public Works Director for the Town of Stowe. He would like to guide prudent development within the Town. H. Shepard discussed the differences between the Towns of Stowe and Waterbury. H. Shepard stated he is a proponent of economic development but things need to be done with balance. M. Bard explained that alternate members are often utilized as regular board members in another members absence.

M. Bard made a motion to appoint P. Farrell as the full-time member and H. Shepard as the alternate to the DRB with terms ending April 30, 2022. The motion was seconded by K. Martin and passed unanimously.

**MANAGER'S ITEMS**

**Discuss Tax Due Dates**

W. Shepeluk stated that the Town is recommending only one tax due date this year on November 13<sup>th</sup>, 2020. Communities with taxes due in August will not receive information from the tax department, in terms of homestead declarations, in a timely manner as there has been an extension. W. Shepeluk discussed other scenarios that most likely wouldn't work as well as a one-time November 13<sup>th</sup> payment. There is a limit on the tax anticipation borrowing that needs to be considered. W. Shepeluk explained that the budget includes \$5,800 in interest for tax anticipation borrowing. This will increase with more borrowing, but not significantly. W. Shepeluk explained how the borrowing

works. The State passed legislation allowing Select Boards to make changes to the due dates. N. Fish made a motion that taxes be due and payable in one installment on November 13, 2020, that the installment be paid in hand at the Municipal Office by 4:30pm on the due date, without discount and that interest be charged at the maximum allowed by statute, not to exceed one and one-half percent per month or portion thereof on each installment, and a late penalty of eight percent be charged as allowed by statute on taxes not paid when due. The motion was seconded by M. Frier and passed unanimously.

#### **Discuss Need for Animal Control Officer**

W. Shepeluk explained that the Town currently does not have an Animal Control Officer. The Town, in the past, has only paid a stipend to the ACO for services rendered. M. Bard asked how other Towns compensate their Animal Control Officers and stated that current issues may be related to the COVID-19 pandemic. W. Shepeluk stated that the Town has a robust ordinance that needs to be enforced and the Town would like to find a person with the skill set, temperament and time. When the ordinance is violated, the ACO has the authority to ticket the resident and it goes to the judicial bureau. W. Shepeluk stated that the ACO should be observant in the community and be a bit proactive. W. Shepeluk stated that he would like to advertise the position and have it appointed by the Board. By consensus, the Board decided to move forward with advertising and leave the compensation open ended based on qualifications.

#### **Amend Refund Policy for Recreation Programs**

W. Shepeluk explained that the Town has a policy related to recreation refunds. There are some families cancelling their child's participation in the summer camp programs. W. Shepeluk recommended amending the policy for 2020 to allow for full refunds for anyone asking to remove a child before the program starts. Once the program starts, the refund would be made on a pro-rata basis depending on when the child leaves the program. W. Shepeluk outlined how the day camp would be managed this summer. The Town has been awarded a \$33,000 grant to help pay for rent, cleaning materials and other items. M. Bard made a motion to amend the current refund policy to allow full refunds of deposits for day camp and pool fees, and pro-rated refunds after the start of day camp based on time spent there. The motion was seconded by N. Fish and passed unanimously.

Whether or not the pool should open was discussed. The current limit of participants is 25 including staff. W. Shepeluk made a recommendation that the Town close the pool for the summer of 2020. The Town is working with the State Park in hopes of offering swim lessons. M. Frier made a motion to close the Waterbury pool for the summer of 2020. The motion was seconded by M. Bard and passed unanimously.

#### **Budget Update**

W. Shepeluk previously distributed budget information to let the Board know where the Town stands as of the end of May. The Town is 41% of the way through the year and at 19% expenditures. Payroll spending is at 34.5% of the budget. There is not yet clear information on revenues. Discussion followed about the Maple Street paving project which is slated for late summer.

There being no further Select Board business, the meeting adjourned at 8:45pm.

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: