

**Town of Waterbury Select Board
Special Meeting
Tuesday February 22, 2022 ~ 7:00 P.M.**

Present: M. Frier, M. Bard, C. Viens, D. Kehlmann and K. Martin, Select Board; W. Shepeluk, Municipal Manager; K. Petrovic and C. Lawrence, Town Clerk.

Public: LeeAnne Viens, TG, ORCA Media, Lisa Scagliotti, Rachel Muse, Maureen White, Meg Baldor, Tom Scribner, Bob Parette, Jonathan Siegel, Alyssa Johnson, Lisa Walton, Joan Liggett, Carolyn & John Ritter, Anne Imhoff, Martha Staskus, Billy Vigdor, Chris Moore, and Mike Rossi.

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

Approve Agenda

W. Shepeluk asked to add a discussion with regard to when the Board will hold their next meeting as there may be an interview for the zoning administrator and discussion of a potential grant, both of which are time sensitive. M. Bard made a motion to approve the agenda as amended. The motion was seconded by K. Martin and passed unanimously.

Consent Agenda Item

K. Martin made a motion to approve the minutes of the February 7th meeting and approve liquor licenses for Farmhouse Flowers LLC, Best Western, Champlain Farms, and Fastop. The motion was seconded by C. Viens and passed unanimously.

Public

There was no public comment.

Introductory Comments

M. Frier stated that this meeting is in lieu of Town Meeting on March 1st and is in the format of a Zoom Webinar. He stated that the Town is in good shape financially. M. Frier gave a brief summary of the events of 2021.

Consider the Reports of Town Officers—Events and Spending of the past year

M. Frier hit the highlights of last year's spending and projects completed throughout the year. W. Shepeluk stated that this is the time to ask about reports in the Town Report related to activities of 2021. There were no questions.

Presentation of Setting of the Tax Due Dates (Article 4)

C. Lawrence explained that taxes are due in two installments, on August 12, 2022 and November 4, 2022. Each installment must be 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 after the second installment due date.

Presentation of the Capital Budget of the Town (Article 5 in the warning and on the ballot)

W. Shepeluk explained that Article 5 is about capital spending in the amount of \$1,698,455. The funds include paving, infrastructure, highway vehicle, fire vehicle and stations and recreation. W. Shepeluk reviewed each fund with some detail and referred attendees to the summary on page 20 of the Town report and budget details starting on page 33.

Presentation of the budgets for the Operating Funds, Designated Reserve Funds and Special Purpose Funds of the Town (Article 6)

W. Shepeluk referred the attendees to the budget summary on page 18 of the Town report and budget details starting on page 21. W. Shepeluk reviewed the revenue and expenses in some detail and stated that the 2022 projected tax rate is 53 cents assuming a 1 percent increase in the grand list. Article 6 asked the voters to set a tax rate of up to 53 cents. W. Shepeluk stated that there are several one-time expenditures in the 2022 proposed budget and that the Board has been very fiscally responsible especially during the pandemic. There were no questions.

Presentation of the proposed appropriation of \$100,000 to the Ice Center of Washington West to allow for necessary capital improvements to the facility, at no cost to the taxpayers, using American Rescue Plan Act (ARPA) funds provided by the U.S. Federal Government (Article 7)

W. Shepeluk stated that there is information on this article in the Town Manager's report that starts on page 9, most significantly on pages 10 and 11. W. Shepeluk stated that the Ice Center is a non-profit that serves the greater community and the Harwood hockey community. He then gave a brief history of the Center. In past years, there has been no appropriation of municipal funds. The Center was hit very hard during the pandemic with continued expenses and no revenue, thereby causing expenditures from the capital reserve fund. This article will not cost local tax payers anything but would be funded by federal tax dollars. The Select Board hopes that approving this article will allow the Center to continue to operate as a private not-for-profit organization, using this one-time appropriation. W. Shepeluk explained that other organizations ask for appropriations each year.

W. Shepeluk directed the attendees to page 23 of the Town report, where \$600,000 of ARPA funds is budgeted for an appropriation to EFUD for water improvements for customers that live outside of the district, notably Kneeland Flats Trailer Park and a service line on Route 100. This appropriation is conditioned on EFUD taking some action at their annual meeting in May by turning over the Revolving Loan Fund to the Town.

T. Scribner asked if the Town would need to oversee to the use of the ARPA funds if the Ice Center article passes. W. Shepeluk stated that the funds would be used to replenish their capital reserve fund. There are other capital needs including repair to a cooling tower. The Center's Board of Directors will use the funds for necessary expenditures. The appropriation allows the facility to continue operating into the future without having to ask for more money. B. Parette stated that the Center could certainly use the replenishment of the capital reserve fund for ongoing maintenance and emergencies.

Presentation of the proposed expenditure of up to \$50,000 to engage a consultant to develop a Master Plan for recreation facilities at Hope Davey Park and on land used for recreation activities on 40 acres of land owned by the Edward Farrar Utility District on River Road, near the Ice Center of Washington West (Article 8)

W. Shepeluk stated that Hope Davey Park is a mixed-use recreational facility in Waterbury Center. There is a section of the park that is utilized by disc golf course users. This use has morphed into a course that gets a lot of use and conflicts have arisen with the natural environment and other users of the park. This issue has been brought to the Select Board over the past couple of years and the Recreation Committee has been involved as well to address concerns. There has been a memorandum of understanding drafted with the disc golf participants. The facility should also be accessible to disabled visitors. This article would allow a consultant to be hired to review the facility and develop a master plan. There is also a group talking with the Board and EFUD Commissioners about a proposed skate park down by the Ice Center. There are several recreational activities on this property. Part of this funding would be used to develop a master plan for this area which is owned by EFUD. If this article passes, the hope is to hire one consultant to do the work at both locations. The consultant will be asked how to protect the wetland areas. B. Vigdor asked if there are similar issues at the waterworks. W. Shepeluk stated that the EFUD Commissioners are addressing concerns.

C. Viens presented the Keith Wallace Community Service Award to Municipal Manager William Shepeluk and EFUD Commission Chair P. Howard 'Skip' Flanders.

Presentation of Information or Questions concerning Articles 9 – 34

M. Frier explained that these are the remainder of the special articles and the Town report is posted on the website.

Presentation of Instructions for Australian ballot voting

C. Lawrence stated that early and absentee voting started on February 9th. This year, people are voting in person at the Municipal Center. The polls will be open from 7:00am to 7:00pm at Brookside Primary School on Tuesday March 1st.

Discuss Next Meeting Dates

W. Shepeluk stated that the Planning Commission has nominated someone for the position of Zoning Administrator. The process requires a Select Board appointment. There is also a grant application under the Downtown Transportation fund that requires a resolution and approval by the Select Board. W. Shepeluk asked the Board if they would be willing to meet at 6:30pm on Monday February 28th. W. Shepeluk explained that the deadline for the grant application is March 7th. A quorum of the Board will be able to attend. W. Shepeluk stated that he is out of town on March 7th and recommended that the first meeting in March be on March 21st. The Board concurred.

There being no further business, the meeting adjourned at 8:42pm.

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: February 28, 2022