

**Joint Meeting of the Waterbury Select Board,  
Village Trustees, and Library Commissioners  
May 20, 2013  
Main Street Fire Station**

Present: J. Grenier, Chair; R. Ellis, C. Nordle, C. Viens, and K. Miller, Select Board; P. H. Flanders, Village President; L. Sayah and N. Howell-Sherman, Trustees; M. Rivera, M. Luce, H. Grenier, and A. Durkin, Library Commissioners; B. Farr, Long Term Economic Recovery Director; W. Shepeluk, Municipal Manager; A. Imhoff, ORCA Media; K. Fountain, Waterbury Record; and C. Lawrence, Town Clerk.

Public: Everett Coffey, Frank Balco, Theresa Wood.

The meeting of the Boards was called to order at 7:08pm.

C. Nordle stated the Town is on the cusp of having something to report on the purchase of the Stanley/Wasson Hall site.

The Boards revisited the MOU with the Village and decided to discuss the document in open session. C. Nordle distributed a draft of the MOU (attached to these minutes), and P. H. Flanders read through each term. K. Miller suggested stating the police department square footage at 1,800, versus up to 2,000 square feet. The placeholder name on the MOU is Waterbury Municipal Complex Building. The second WHEREAS clause was deleted. The Village transfer of funds to the Town was discussed and modified.

Referencing the 3<sup>rd</sup> WHEREAS, E. Coffey asked how much square footage in the new complex will be dedicated to the municipal office staff currently located at the fire station. He asked why 51 South Main Street is not appropriate for a municipal office. J. Grenier explained that the Board is following the wishes of the public through the FEMA process, and from information obtained from Weimann-Lamphere on the site that could house the four entities. R. Ellis made a point of order and explained the rules of procedure for public comment, and requested that the chair enforce the rules of procedure. C. Viens stated he objects to building in the flood plain; however he supports the project as a whole.

F. Balco asked if there are any liability issues to having the police department in the same building, and asked if that should be part of this MOU. W. Shepeluk indicated that the insurance will indicate that the functions are co-located, and that this is not an unusual situation. He does not feel the Town will be exposing itself to any greater liability issues. He also suggested that through the FEMA planning process about 18 months ago, the public indicated they wanted the four functions in the same facility.

The revised Village MOU was distributed and reviewed by Board members. A few minor edits were suggested and implemented (building name, capitalization of certain words), and number 8 was edited to include that the Village will pay the Town \$1 per year to use approximately 1,800 square feet.

C. Viens made a motion to approve the re-draft of the MOU between the Village and the Town dated May 20, 2013. The motion was seconded by C. Nordle and passed unanimously.

N. Howell-Sherman made a like motion to approve the MOU as presented. The motion was seconded by L. Sayah and passed unanimously.

The MOU between the Town and the Library was approved at a previous meeting. The name of the building was updated to Municipal Complex Building. The MOU was signed.

The MOU for the Historical Society was also approved last week. Theresa Wood was present to explain a few minor edits to the version as reviewed and approved by the Historical Society at a meeting last Thursday. Mary Kasamatsu joined the meeting. A discussion was held with regard to sharing of the Historical Society space with the Library.

The MOU between the Select Board, Library Commissioners and Historical Society was reviewed, with particular attention to #3 which referenced sharing of Historical Society space. C. Nordle made a motion to authorize the MOU between all three entities. The motion was seconded by R. Ellis and passed unanimously. A. Durkin made a motion that the Library Commissioners execute the MOU between all three entities. The motion was seconded by M. Rivera and passed unanimously.

The Board of Directors of the Historical Society previously approved the memorandum at a meeting on May 16<sup>th</sup> and authorized the co-presidents to sign.

B. Farr described the schedule if a bond vote is to be held on June 27<sup>th</sup>. Further discussion followed as to the appropriate timing of a bond vote. E. Coffey asked about the timing of the Village vote to transfer assets to the Town. P. H. Flanders indicated that the Village vote would occur at a special Village meeting and stated he leaned toward holding the Village meeting after the bond vote. The impact on the architectural layout was discussed if the Police Department is not included. More discussion followed as to when the special Village Meeting should be held. R. Ellis stated that the tradition has been very specific in Waterbury as to what the project is and that it is important to fully inform voters. All Trustees were in agreement that the bond vote should occur prior to the Village meeting. K. Miller asked about cost savings if the project were to be moved to a different location. R. Ellis stated that even if the project is authorized by the voters, the Select Board is not obligated to go forward with the project.

F. Balco stated that the process is creating the impression that the project is not transparent, since they are asking for a bond vote and they do not have all of the facts, or if the facts are available, the public has not been informed. M. K. Monley (who joined the meeting) stated that the bottom line is that something has to be done and money needs to be spent on a municipal complex. B. Farr thinks that a decision needs to be made, and that the public has stated through different processes that the four entities should share space.

T. Woods suggested not putting out too many options for the public as that will be confusing; to wait until the estimators work is complete and we know the details of the purchase and sale agreement.

The wording of the Article for the bond vote was discussed. The vote will be held at the usual polling place at Thatcher Brook Primary School. E. Coffey stated it is the custom for Village voters to be warned of a special meeting on a 30 day basis, even though the charter specifies 10 days, and he feels the Boards are trying to cram too much in prior to the 27<sup>th</sup> of June. W. Shepeluk indicated that the Trustees prefer to warn their meeting for after the 27<sup>th</sup> of June, and can warn it for 30 days at any point in time.

B. Farr stated that there will be a simple informational flyer developed and available prior to the public hearing scheduled for June 20<sup>th</sup>. A. Imhoff asked that if the purchase and sale agreement is signed, what would be the penalty to back out. C. Nordle replied that there is no penalty.

It has not yet been determined what will happen with Wasson Hall if the property is acquired. Darren Winham has been talking with parties that have very strong interest in this building. R. Ellis stated that they need to think carefully as a community as to what to do with Wasson Hall.

M. Luce stated that a committee is working on FAQ's for the project.

A discussion was held about having additional public meetings in light that early voting will start during the first week of June. The Board will discuss some dates for public hearings, tentatively June 6<sup>th</sup>, 13<sup>th</sup>, and 20<sup>th</sup>.

A discussion was held as to whether or not to go into Executive Session to discuss project costs.

H. Grenier made a motion to approve the Tri Board minutes of May 6<sup>th</sup> and May 13<sup>th</sup>. The motion was seconded by C. Nordle and passed unanimously.

A. Tuscany joined the meeting to update the Select Board on the TBPS standby power generator project, and stated that a grant has been received for 50% of the project. The project budget is \$95,000. The Town has received three bids on the project. Cold Hollow Electric was the lowest, and this company has done two major projects for the Village of Waterbury. A. Tuscany has been pleased with their work and recommended that the Board approve hiring Cold Hollow at their bid price of \$90,986. They will use local contractors that will be involved in the project. There will be an additional cost of \$3,500 for electrical engineering and assistance in preparation of contract documents. The project should be completed by September 1<sup>st</sup>. C. Nordle moved that the Board authorize the Municipal Manager to enter into a contract with Cold Hollow Electric for \$90,986 for the installation of a backup generator at TBPS. The motion was seconded by K. Miller and passed unanimously.

At 9:40pm, C. Nordle made a motion to move in Executive Session to discuss specific dollar amounts to enter into a contract with the State of Vermont. The motion was seconded by R. Ellis and passed unanimously. The Boards invited B. Farr and W. Shepeluk to join them in Executive Session. The Boards came out of Executive Session at 10:15pm with no action taken.

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: May 28, 2013