

**Meeting of the Waterbury Select Board
May 18th, 2020
28 North Main Street**

Present: C. Viens, M. Bard, K. Martin, M. Frier and N. Fish, Select Board; W. Shepeluk, Municipal Manager; N. Nadeau, Director of Parks and Recreation; and C. Lawrence, Town Clerk.

Public: Linda Gilpin, Joshua Bard, Gary Dillon, Anne Imhoff, Chris Piatek, and Mandy Bard.

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

APPROVE AGENDA

M. Bard asked to acknowledge a Waterbury resident who is helping with the food shelf. He also asked to include a discussion about outdoor seating for Waterbury restaurants. M. Bard made a motion to approve the agenda as amended. The motion was seconded by K. Martin and passed unanimously.

CONSENT AGENDA ITEMS

M. Frier made a motion to approve the consent agenda items including the minutes of the April 20th meeting, liquor licenses for The Wine Vault, McGillicuddys, Jimmz Pizza and the Blue Stone and the following reappointments:

3-year terms ending April 30, 2023

- Eric Gross, Planning Commission
- David Frothingham, Development Review Board
- Bud Wilson, Development Review Board
- David Rogers, Development Review Board
- Frank Spaulding, Recreation Committee
- Jane Brown, Tree Committee
- Stuart Whitney, Tree Committee

4-year term ending April 30, 2024

- Allan Thompson, Conservation Commission

1-year term

- Steve Lotspeich, Tree Warden, Central Vermont Regional Planning Commissioner, CVRPC Transportation Advisory Committee
- Alec Tuscany, Representative to Mad River Resource Management Alliance

Term to expire June 30, 2023

- William Shepeluk, Deputy Town Health Officer

The motion was seconded by M. Bard and passed unanimously.

PUBLIC

M. Bard commended a local resident named Maclyn Buckingham who has raised over \$300 for the Waterbury Area Food Shelf by baking donuts. She is a fourth grader and TBPS.

SELECT BOARD ITEMS

Interview Linda Gilpin for Conservation Commission for a Four-Year Term Ending April 30, 2024

Linda Gilpin was present to express interest in serving on the Conservation Commission. She stated that she has lived in Waterbury for 30 years and would like to get involved in the community. L. Gilpin stated she would like to help the Town preserve the landscape through her involvement on the Commission. L. Gilpin stated that she has a balance between economic development and conserving resources and that there are ways to do both. She stated that she has a home in the conversation

district. M. Bard made a motion to appoint Linda Gilpin to the Conservation Commission for a four-year term ending April 30, 2024. The motion was seconded by K. Martin and passed unanimously.

Representative to Vermont State Police Community Advisory Board

W. Shepeluk stated that there is a Community Advisory Board that serves the communities in this region. The current representative, Marc Metayer, is stepping down from the position. W. Shepeluk asked if any member of the Board is interested or whether the Board would like to advertise. M. Bard stated that he would be interested in being the representative to the Board. M. Frier made a motion to appoint M. Bard to the Vermont State Police Community Advisory Board representing Waterbury. The motion was seconded by N. Fish and passed unanimously.

Discuss Inviting a Resident to a Future Meeting to Talk about HUUSD Board Issue

N. Fish explained that resident Peter Kulis is asking for an audience to present information that he believes proves that there has been a cover-up in the administration of the school district. P. Kulis feels he is being locked out of communications with school administration. There is question as to whether the Select Board has any oversight and it may not do any good to hear his concerns. M. Bard stated he would entertain listening to him even if there is nothing that the Board can do and that the Board would want to limit the time of the agenda item. W. Shepeluk asked if P. Kulis has made his case with the four Waterbury School Board representatives or has brought his issues before the School Board. N. Fish stated that P. Kulis asked to attend a Board meeting through the chair and was asked to consider legal counsel. P. Kulis has reached out to all Towns in the district. K. Martin stated this issue started last year and pertains to the grading system at the school. M. Frier expressed concern about opening the Board up to additional agenda items for which the Board has no authority. W. Shepeluk explained that the School Board made a policy decision from letter grading to some other proficiency grading last year and that P. Kulis did not agree with this decision. P. Kulis is also in communication with our State Representatives. W. Shepeluk further explained that P. Kulis feels he is being stonewalled by the administration. By consensus, the Board will let P. Kulis know that there is nothing the Select Board can do to help.

Leaf Peeper's Race

C. Lawrence previously sent the Board information on the October 4, 2020 race which has the same format of that last year. M. Bard expressed concern about the current COVID-19 crisis and feels there need to be protocols in place. M. Bard made a motion to approve the Leaf Peeper's race on October 4, 2020 contingent on State guidelines and health requirements at that point in time. The motion was seconded by K. Martin and passed unanimously.

MANAGER'S ITEMS

COVID-19 Update / Municipal Operations

W. Shepeluk stated that the Municipal Building is still closed to the public for the foreseeable future. The Town continues to operate with reduced staff working significantly reduced hours. If the building is opened, there will be more pressure to bring all employees back and there is no reason to do that at this point in time. W. Shepeluk gave a general status of the functions of the Municipal Office and Library.

Summer Recreation Protocols

The Board was previously emailed recommendations from N. Nadeau for options for the summer camps and the pool (see attached memos). N. Nadeau explained that the guidelines for day care and summer camp was released last Wednesday and include masks, sanitation, social distancing and groups of no more than 25 campers and staff. The K-3 grade camp at Anderson Field presents a problem. N. Nadeau reviewed the four options and stated that Option 1, the use of TBPS, is no longer available. W. Shepeluk explained that the administration is concentrating on being open for the upcoming school year and that no other organizations will have access to the school. The second option is the Waterbury Ice Center. Staff is still talking with the Board and staff at the Ice Center. Option 3 is to find 3 more locations that can host 25 campers and staff, with the fourth location at Anderson Field. The 4th option is to split the camp into two 4-week sessions, in which case 3 locations

would be necessary. The 5th option is to cancel summer camp. If the camp is cancelled, the focus would shift to the mini-camps. It is the recommendation that the pool remain closed for the season as it would run the Town a large deficit. M. Frier made a motion to allow staff to make arrangements to have swim lessons at the Waterbury State Park. The motion was seconded by M. Bard and passed unanimously. A decision on day camp and the pool will be made by June 1st.

Skate Board Park

N. Nadeau recently distributed a memo on issues with the Skate Park (see attached). W. Shepeluk explained that the park was built about seven or eight years ago and it is made of wood. N. Nadeau explained that 95% of the users use it for its intended purpose. There have been issues in the past including underage drinking, day and night drinking, drug use and vandalism. The issues have been amplified since the Stay at Home order went into effect. The Fire Chief and staff have talked with our resident troopers. G. Dillon stated that it has been a real problem. There are also issues with broken bottles, and trash and food that has been left there. G. Dillon explained the multiple issues with the park that have been ongoing for years. C. Viens suggested the possibility of surveillance cameras and towing. J. Bard commented that he uses the skate park frequently and does not see this type of activity. He stated that most people are respectful and that shutting down an outdoor activity will go against having activities for kids. M. Frier stated that it is not a good idea to close the park for a variety of reasons and that perhaps stewardship needs to be created in the community. The resident troopers can also help monitor the problem. M. Frier stated that perhaps a different location can be utilized. C. Piatek stated that obtaining more signage about skate park rules would be helpful. M. Bard suggested a leadership council be created with skate park users. M. Frier suggested reaching out to the Burlington Recreation Department to see how they handle their skate park. A discussion was held with regard to relocating the skate park.

N. Nadeau stated that the tennis courts and other courts are open per the Governor's stipulations. The skate park remains closed as it was unclear under the stipulation whether it could open. It was suggested that G. Dillon and M. Frier meet with some representatives of the skate park. N. Nadeau suggested opening the park back up with additional signage and cameras, with the caveat that if issues continue, the park may be closed. The Board agreed by consensus. M. Frier, G. Dillon and N. Nadeau will meet at the park this week to come up with some solutions.

Street Lights

W. Shepeluk explained that there are 172 streetlights in Town and that GMP is only billing for 72 of them. They will not back charge, but would like the Town to pay for the lights that are being used. W. Shepeluk reviewed some of the streetlights on the map. If all the lights are left on and billed, it would cost about \$13,200 per year extra in streetlight payments. The Town is currently paying about \$27,000. The issue will be revisited at the June 1st meeting. The Board will drive around and check the streetlight status and make a proposal.

Potential Borrowing from EFUD

W. Shepeluk explained that the Town owes itself \$667,000 and is paying itself interest. The Town has authority from voters to borrow for capital expenditures. W. Shepeluk suggested that if the Town needs to borrow, it can borrow from the bank. W. Shepeluk talked with an attorney who indicated that the borrowing cannot be done from the bank as there was no refunding resolution. W. Shepeluk asked if borrowing could be done through the Edward Farrar Utility District and this is acceptable. The EFUD has agreed to lend up to \$400,000 to the Town at an interest rate of 2% for a period of 5 years. W. Shepeluk reviewed the terms as outlined by the attorney. The Town will only borrow from EFUD if necessary.

Outdoor Seating for Restaurants

M. Bard read an email that Liz Schlegel submitted to him, asking that the Select Board do whatever they can to allow for outdoor dining in support of restaurants this summer. This might include closing Stowe Street on weekends and the use of Elm Street. M. Frier stated that this is difficult for Waterbury restaurants as there is not much space, especially in light of the construction. He

expressed additional concerns as to how fast restaurants can get back to business. The logistics were discussed. W. Shepeluk asked if there is a role for Revitalizing Waterbury. M. Frier suggested getting the word out about outdoor dining and see what the interest is, versus trying to design something. By consensus, the Town is willing to work with the businesses.

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

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on:

Memorandum

TO: Bill Shepeluk, Municipal Manager
FROM: Nick Nadeau, Director of Parks & Recreation
DATE: May 17th, 2020



RE: Summer recreation camp & pool updates

In order to comply with the new guidelines released last week from the Vermont Agency of Education (found here:

<https://www.healthvermont.gov/sites/default/files/documents/pdf/COVID19-Health-Guidance-for-Childcare-Afterschool-Summer-Programs.pdf>), our summer camp and community pool face obstacles in regards to operating.

SUMMER CAMP

The guidelines released for childcare and summer camp facilities state many additional, but manageable, tasks that our staff will have to complete daily such as temperature checks, wearing face masks, frequent hand washing, and cleaning of common camp materials. The most impactful guideline, however, is the 25-person max (staff & children) allowed in a classroom/childcare room. This means that our camp of over 150 will need to be split up further than it already is in order to be compliant with the new regulations. After discussing with our program directors and other colleagues, our camp has 4 potential options to run:

Option 1 – Use Thatcher Brook Primary School: The school in town has been increasingly difficult to work with in regard to use of space. The YMCA out of Burlington runs a summer program called “Camp Koda” and though their numbers are quite small ~20 campers, they have historically used TBPS in the summer. For our camp to run, using the school to house K-3 graders in 4 classrooms would be the most ideal situation as it would be much easier to logistically plan activities, share equipment (cleaned in between uses), and centralize the camp in general (pick-up/drop-off, resources available onsite for bathrooms, play structures, etc.) Cons to this option would be any fee’s the school district would charge the town for the use of the space and the increased traffic in one area. The ability to use this space is still unknown but it would be the most preferred as it ensures 8-weeks of childcare while adhering to safety regulations.

Option 2 – Use the Waterbury Ice Center: The Ice Center is currently unused and programming for the future is not-set. If the town could gain permission to use this facility, it would be large enough to house the camp, with land to setup outdoor activities in addition to the river access and pump track. Logistics would be easier, like the school, as everyone in the K-3 camp would be in the same area thus saving travel in between to deliver resources (play

equipment, craft materials, etc.). Cons of this option, in addition to not knowing if the building is available for use by the town, is the lack of a play structure for the younger children, the potential traffic from dog owners trying to get to the dog park, and any fees the town might be charged for using this space.

Option 3 – Locate Camp Throughout Town: Another option to run camp would be to secure 4 additional areas around town that could house up to 25 people at each location. These cohorts would run almost as individual camps as they would not be allowed to “meet up” for large group activities. Cons to this option are the lack of spaces rec currently operates out of (staff will explore other areas if board recommends this option). Additionally, resources will need to travel between camps and fees might be charged for uses of additional space.

Option 4 – Split Camp Up into 2 halves, Multiple Locations: Offering 4-week sessions, split up by roughly half the current attendees would make it so we would only need to secure an additional space to house 25 people as our current setup could handle the rest. This option gives parents 4 weeks of childcare instead of 8 but allows us to offer care while keeping the opportunity fair for everyone. We would lose revenue as we would only be charging for half the summer per child, but we would also save some of staffing as we would only need to staff for half the campers than anticipated at any given time. This option is the least ideal as it doesn’t offer parents the full 8-week childcare and administratively is a bit messy (some people who have paid in full will be issued half refunds, others will have to have invoices adjusted, partial refunds).

Option 5 – No Summer Camp: This option is by far the most heartbreaking as many parents continually email me looking for updates on camp, relying on its opening so that they may return to work. Over 150 children and their families will be impacted if we close camp- for many this is their chance to get their children back in a safe, social environment while offering parents the abilities to get back to work and get a break from the consistent care and instruction that they have had to give for the past months. Understandably, camp might not be able to open if the board & staff are not able to make one of the options laid out above work but I am trying my best to come up with alternative options to meet safety guidelines while staying financially responsible in order to provide childcare this summer for the community. If camp were to close, the focus would shift to keeping some veteran staff on to run our mini camps (typically less than 20 with concentrations in specific activities ie: Science Camps, Basketball Camps, etc.).

COMMUNITY POOL

The Parks & Recreation Directors around the State of Vermont hold a weekly call every Tuesday to discuss facilities, parks, and Recreational programming. As of now, there still has been no direction on waterfront and public pool operations, so many of us have treated the social group guidelines as the potential example to follow. If the pool were to open today, given the current social guidelines, only 10 people would be allowed in the pool area/building (including lifeguard

staff). Even if this social group max was pushed to 25 or 30 by late June, it would not allow many people in the pool at all, including summer camps and swim team (major users of our pool). The Town of Woodstock has closed their pool and canceled their swim team for this summer due to COVID-19. The Vermont Swim Association is announcing this week that they are canceling their state meet and strongly encouraging each league to cancel all competition of meets, of any size (the includes the Waterbury Rapids swim team that we host each summer at the pool). Lastly, with lack of pool membership sales and few swim lesson registrations at our pool due to the uncertainty, our pool is projected to run \$80,000 in the red this summer. With all of these factors taken into consideration, **I am sadly recommending that the pool remain closed for the 2020 summer.** The lack of potential revenue due to COVID-19 circumstances and the tight guidelines around public facilities make it very difficult to successfully run the pool this summer without creating a substantial budget deficit.

To address the water safety instruction gap that this leaves the community with, the pool director and I are exploring the feasibility with the state parks of offering small-group lessons at the Waterbury Center or Little River State Parks through a special use permit. This option will allow us to generate some revenue while meeting the community need for swim lessons and water safety programming. Our pool director is equipped with the Waterfront Lifeguarding module and has the ability as a Red Cross Lifeguard Instructor to train our lifeguards/instructors so that they also have the Waterfront Lifeguard module.

Memorandum

TO: Bill Shepeluk, Municipal Manager
FROM: Nick Nadeau, Director of Parks & Recreation
DATE: May 17th, 2020



RE: Hope Davey Park- skate park issues

The skate park at the Hope Davey Park in Waterbury Center has been difficult to manage in general, but increasingly so since the stay-at-home order has been effective. For years, Fire Chief Gary Dillion and other members of the fire department have expressed concerns in regard to the location of the skate park as some of the skate park users are parking in emergency parking spaces, vandalizing the area, and partaking in illegal activity at the park. Additionally, surrounding neighbors and community members have expressed concern with the activity going on the skate park, specifically the underaged (and legal age) drinking and apparent drug use.

The park was closed off due to the pandemic and was clearly marked with extra signage, caution tape and barricades. Users of the park ignored the posted signs, drained the construction water barricades to move them out of the way, and continued to skate throughout the duration of the structure's closure. Additionally, barricades were vandalized with political statements and other writing. The barricades were set back up, a backhoe was parked on the skate park, and it was posted that the park was still closed but some skaters removed the barricades yet again and continued to skate, this time skating around the backhoe.

Both I, the Public Works Director, the Fire Department staff, and the State Police have continuously instructed people found using the park that it is closed, but it does not seem to be working. Many people use the skate park for its intended purpose- they don't partake in the vandalism or illegal activity and just want to skate. Unfortunately, the people not respecting the property, rules, and laws are creating a situation where a plan needs to come together to ensure the safe and future use of the park. The skate park is not an area to get together and drink and do drugs, especially since children frequent the area and adjacent playground. The skate park is a fun asset, but its current location behind a fire department, secluded from watchful eyes, is fostering some unwanted behavior and creating an issue that needs to be addressed. Additionally, the wooden and metal structure has aged, with noticeable patch-jobs and repairs made in order to continue it's use. It shares a pavement surface with a basketball court, though skate rails frequently are brought in or moved to the basketball court, making it difficult for folks to play basketball if skaters are present. The current location of the skate park is not ideal, and its current condition is rough.