

Waterbury Village Board of Trustees Meeting
Municipal Office Building
March 23, 2011
4:30PM

Attendees: P. "Skip" Flanders(Village President) , Lawrence "Leftie" Sayah, William Shepeluk(Municipal Manager), Natalie Howell-Sherman, Joby Feccia (Police Chief), Denise McCarty (Board Secretary), Ann Imoff (Video), Alec Tuscany (Public Works Director), Chris Preston (Waterbury Record), Steve Van Esen.

The meeting commenced at 4:32 PM. Introductions were made by Village President P. Flanders. The agenda was reviewed.

Municipal Manager's Items

Phosphorus Upgrade Project - Alec Tuscany, Public Works Director presented an "updated opinion of project cost and eligibility" for the Phosphorus Project. Phosphorus eligible funding would come from the State Capital Budget and possible other grants that are available. This would leave approximately \$840,000 left to borrow locally to pay for this project. The estimated project cost is approximately \$6,399,547. However, the total project costs and what the phosphorus eligibility funding will not be known until after the project is done. If this project goes forward this is going to be a very complicated project to complete and lots of staff time to complete it. Discussion followed. No action taken.

Police Budget – There is no police budget to present to the Board yet but W. Shepeluk discussed some of the items that Chief Feccia and he discussed. These items included vacation and sick time coverage, minimizing discretionary spending items, police training requirements. W. Shepeluk reviewed the proposed police schedule for the next three months, not scheduling part time officers and only using four full-time officers. Discussion followed about the cuts, shift coverage including on-call costs. Lisa Lamos and Jeff Whalen owners of O'Brien's Cleaning Service offered to donate cleaning services to the Waterbury Police Department for the year in the value of \$1,820.00. This item is being brought to the Trustees today to discuss if this donation should be accepted. L. Sayah mentioned that there should be something in writing to clarify that there will be no benefits extended to O'Brien's in exchange for their donation. This is a very generous donation and very appreciated by the Village. **Motion made by N. Sherman** to accept O'Brien's Cleaning Service donation in the value of \$1,820.00 to clean the Waterbury Police Department for the year with an understanding that no benefits would be extended to them in exchange for this donation. L. Sayah seconded the motion, motion voted on, motion passed unanimously.

Leadership Training and Police Reports - J. Feccia reviewed the leadership training that he was attending. He also reviewed the monthly Police Report for February 2011 and the comparison from the previous year. Traffic tickets are down due to lower police coverage and this should be expected. Discussion followed.

Waterbury Police Department Policy Manual – J. Feccia stated that the Vermont League of City and Towns had a lawyer write a policy manual so that any entity that bought insurance through VT League of City and Towns could use the manual and craft it for their own purposes. The Trustees should consider adopting the manual once there is a final version. There would be a few changes to policies in the manual regarding the search and seizure policy, firearms, lethal force, etc. Discussion followed: What is the best practice for adopting polices? Effective dates? There should be an effective date and then a date that the policy was signed off on.

Retreat – P. Flanders reviewed some information that he collected regarding someone facilitating a retreat to discuss having better working relationships with the town, village and police department. P. Flanders will work on having a presentation on this at a future Trustees meeting.

March 28th Merger Meeting on 2007 Merger Document – P. Flanders reviewed the draft agenda for this meeting. N. Sherman suggested that people should have the last two documents from the previous merger acquisitions in 2004 and 2005 for this upcoming meeting.

Interested Party Status for the development of the Dollar Store in Moretown – W. Shepeluk stated that the Duxbury select board sent a letter to the Moretown Development Review Board indicating that they would like to be considered an interested party status in the building of a Dollar Store and a restaurant on Top Notch Property. Waterbury is also an adjoining land owner near the development site so Waterbury is also eligible to request interested party status on this project. There may be traffic impacts for Waterbury. **Proposal: Should Waterbury request interested party status on the development of the Dollar Store and Restaurant? Waterbury owns property near the proposed development site?. Motion made by L. Sayah** to authorize the Municipal Manager to sign and send the proposed letter to the Moretown Development Review Board requesting interested party status on the Dollar Store project. N. Sherman seconded the motion, motion voted on, motion passed unanimously.

UDAG Loan Program and CDBG Funds – W. Shepeluk reviewed the loan process for both of these items so that N. Sherman would understand the history and purpose. Discussion followed.

Other Business

Approval of Meeting Minutes - The minutes from the March 9, 2011 Board of Trustees meeting were reviewed by the Trustees. Motion made by L. Sayah to approve the meeting minutes from March 9, 2011 as presented. N. Sherman seconded the motion, motion voted on, motion passed unanimously.

L. Sayah requested the full time Waterbury Police officers time cards be available to review.

Waterbury Website –W. Shepeluk stated that there was a request made to have the Waterbury website be more municipally focused rather than business focused to help the community be more informed about what is going on in Waterbury. Discussion followed.

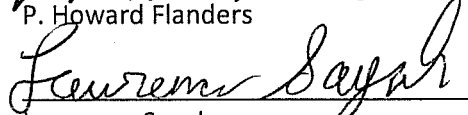
Motion made by L. Sayah to adjourn the meeting. N. Sherman seconded the motion, motion voted on, motion passed unanimously. The meeting adjourned at 7:08 PM. The next meeting of the Board of Trustees is April 27, 2011 at 4:30 PM.

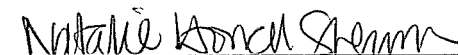
Respectfully submitted,

Denise McCarty
Board Secretary

Approved on: April 27, 2011


P. Howard Flanders


Lawrence Sayah


Natalie Howell-Sherman