

**Waterbury Village Board of Trustees Meeting  
Main Street Fire Station  
January 22, 2014**

Attendees: P. Howard Flanders, Village President; Lawrence Sayah and Natalie Howell-Sherman, Trustees; William Shepeluk, Municipal Manager; Officer Anthony Mazzilli, Waterbury Police Department; Anne Imoff, ORCA Media; and Denise McCarty, Board Secretary.

**Call To Order:** P. Howard Flanders called the meeting of the Village Trustees to order at 4:35pm.

**Public**

There were no public attendees.

**2014 Discussion on setting 2014 Budget and Warning for Village Meeting**

W. Shepeluk previously distributed a proposed budget report, incorporating comments from the last meeting. The budget includes 2 full-time officers and more part-time hours. The budget, as proposed, requires \$321,990 of taxes which is a 3.38% increase over the next year, using the 2013 Grand List. W. Shepeluk reviewed the revenue line items. He believes that the \$20,000 budgeted under State PILOT payments is conservative. The police traffic ticket line item remains at \$20,000. About \$21,000 of parking revenue was generated in 2012. He feels there is opportunity to have more interaction with vehicular traffic and generate more tickets. He recommended transferring \$10,600 from the CIP fund to the general fund each year. The revenue, including taxes, is \$392,865.

W. Shepeluk reviewed the general government expenditure line items. There is \$8,500 budgeted for professional and consulting services to use for services related to 51 South Main Street and the State Complex property. There is also \$8,500 budgeted for legal expenses. A discussion was held regarding services provided by Town employees for Village functions. The administrative service fee dropped from \$30,500 to \$12,000. The Police department budget was discussed. The budget contemplates 2 full-time officers. There is overtime included in the pay line item for A. Mazzilli. On-call pay is expected to decrease. The part-time pay line item includes approximately 56 hours per week. The budget contemplates 15 hours per week of clerical time. The benefits line items and remaining line items were reviewed.

W. Shepeluk indicated that the property and liability insurance went up slightly since last year due to the prices fluctuating based on national disasters that occur and there is not much we can do about this. There was discussion on the condition of the police department's Crown Vic and vehicle maintenance. There was discussion on when the Waterbury Police may diminish their presence during certain hours. No decision will be final until J. Feccia returns and after the Annual Meeting. Officer Mazzilli stated that 12 midnight to 1:00am has been a busy time recently due to assisting the State police and traffic from the interstate and Stowe.

Winter Parking Ban – W. Shepeluk asked Officer Mazzilli what the protocol of enforcing the winter parking ban was. Officer Mazzilli stated that it depended on who is working. Some officers will start ticketing cars starting at 12:05 am. Some officers will wait until 1:30 am and most cars are gone by then. The officer may go into The Reservoir Bar and Tavern and let customers know that if they are parked on the street, cars need to be moved or they will be towed. If it is snowing and there is plowing going on, cars will be towed. The general philosophy is towing is the last resort.

**N. Howell Sherman made a motion to publish the budget as present by the Municipal Manager which totals \$406,980 in expenses requiring \$321,990 in tax revenues. L. Sayah seconded the motion. The motion was voted on and passed unanimously.**

**Art Festival Request**

There is a written request to hold the 13<sup>th</sup> Annual Art Festival on Stowe Street on Friday, July 11<sup>th</sup> and Saturday July 12<sup>th</sup>. The Art Committee is asking to close Stowe Street from Main Street to Railroad Street and to close Foundry Street to Bidwell Lane from 10:00am on Friday, July 11 to

5:30pm on Saturday, July 12th. The committee is also asking for permission to have live entertainment from 6pm to 10 pm on Friday, July 11th. **N. Howell Sherman motioned to permit the Art Festival to close Stowe Street from Main Street to Railroad Street and to close Foundry Street to Bidwell Lane from 10:00am on Friday, July 11th to 5:30pm on Saturday, July 12th for purposes of holding the 13th Annual Art Festival on Stowe Street and to permit live entertainment on Stowe Street in accordance with maximal decimal readings of the Village of Waterbury on Friday, July 11th from 6:00pm to 10:00pm. L. Sayah seconded the motion. The motion was voted on and approved unanimously.**

#### **Approval of Meeting Minutes**

**N. Howell Sherman made a motion to amend the January 8th minutes to include the Draft Goals for 2014 and then approve as amended. L. Sayah seconded the motion. The motion was voted on and passed unanimously. N. Howell Sherman made a motion to approve the January 15th meeting minutes as presented. L. Sayah seconded the motion. The motioned was voted on and approved unanimously.**

#### **Other Business**

W. Shepeluk asked if the Trustees were going to attend the Select Board meeting next week. Discussion followed.

#### **The Development Director Position**

W. Shepeluk is recommending that Darren Windham, Economic Development Director, continue to work 40 hours a week for the remainder of 2014. The total would be \$104,000 for 2014. Discussion followed.

**Action: The Trustees agreed to warn a meeting for Monday, January 27th for a joint meeting between the Trustees and the Select Board. P. Howard Flanders will contact Beth Jones in the Municipal Office tomorrow to arrange this.**

The Trustees reviewed three proposed lot configurations that P. Howard Flanders presented for the Stanley Hall parcel site to be acquired for a possible police station. Discussion followed but no action was taken at this time.

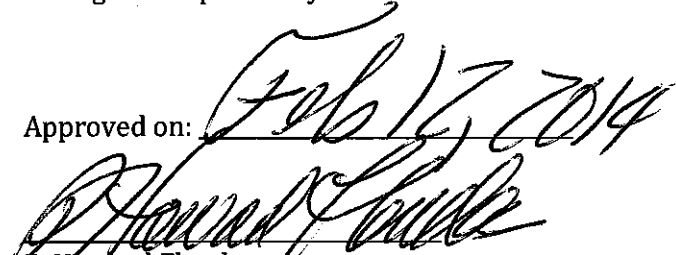
#### **Adjourn**

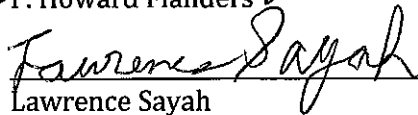
N. Howell Sherman motioned to adjourn the meeting at 6:30pm. L. Sayah seconded the motion. The meeting adjourned at 6:30pm.

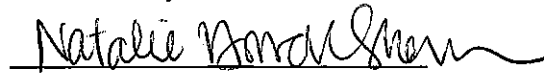
Respectfully submitted,

Denise McCarty  
Board Secretary

Approved on: Feb 15, 2014

  
P. Howard Flanders

  
Lawrence Sayah

  
Natalie Howell-Sherman