

**Minutes of the Special Meeting of the Waterbury Selectboard
Monday, December 30, 2024
Steele Community Room and Via Zoom**

Attendees: Roger Clapp, Alyssa Johnson, Kane Sweeney, Ian Shea, Michael Bard, Tom Leitz, Michelle Baker, Margaret Moreland, Rachel Muse, Chris Viens, Martha Staskus

Via Zoom: Evan Hoffman, ORCA Media, John Zimmerman, Amy Marshall-Carney, Lisa Scagliotti

R. Clapp called the meeting to order at 7:00 pm.

Agenda

K. Sweeney made a motion to approve the agenda as presented. The motion was seconded by M. Bard and passed unanimously.

Consent agenda

K. Sweeney made a motion to approve the consent agenda as presented. The motion was seconded by I. Shea and passed unanimously.

Public

M. Bard recognized the passing of President Jimmy Carter, and expressed sympathy on behalf of the Town. K. Sweeney noted President Carter's support of Habitat for Humanity.

Budget Discussion: Library

R. Muse and T. Leitz provided an overview and updates on the Library budget. They emphasized that overall it is a very straightforward budget year, and the only major change from last year is going back to a \$30,000 contribution from the Library Trust, and one employee increasing hours very modestly.

There was additional discussion of the building, library trust fund and donations that come in throughout the year. R. Muse answered questions about programming and noted that approximately 1/3 of the circulation is digital items, but demand for physical materials remain. R. Muse spoke to the interaction with the homeless shelter and said it has been positive: they are doing monthly outreach visits and signing up folks for library cards. There has not been a budgetary impact beyond the continued funding for all types of outreach visits that get library staff in the community through monthly senior center visits, book deliveries, etc. There was additional discussion of professional development funding and opportunities for library staff, and as well as the budget contribution from Duxbury, which has charged to cover the amount of residents with cards. Users from other communities pay a \$25 non-resident fee. R. Muse spoke to the development of the children's garden, which was done using donations, and noted that a big goal for the upcoming year is to find some space for specifically young adult/teens. It was noted that the SAL room is booked very solid, but set aside for teens on Wednesday nights, and that additional meeting room spaces would be useful.

Budget Discussion: Planning

T. Leitz provided an overview of the planning budget. He noted that the budget assumes receiving \$30,000 from a municipal planning grant, and the need funding to get need for consultant support for

staff and the Planning Commission to help with the updates on the Town Plan. There is also some additional pay for staff attending extra meetings because of the Bylaw and Town Plan updates.

M. Staskus provided additional updates regarding the grant application emphasized the extensive nature of the 200+ page municipal plan, and the need for additional consultant support even beyond that from the grant to help pull the update together, above the already extensive staff and volunteer time already being committed. She also emphasized that this is continued work on the horizon for the Planning Commission after the Town Plan, with the second phase of the zoning Bylaw update.

M. Staskus provided additional updates regarding the process of gathering updated data from various committees and organizations for the Town Plan, and the need to complete a new flood resiliency chapter as part of the update. She noted that the Planning Commission members have divided the chapters, and provided further expertise to complete the recently completed town survey. For the future visioning sections, consultant support will be particularly important. As was the case with the Bylaw updates, the goal is to have an outreach and input meeting to help identify community goals and actions. There was discussion with members of the public regarding the state mandated 8 year timeline for updates to the Town plan.

Budget Discussion: Conservation Commission

T. Leitz shared that his perspective is that the Conservation Commission request for grant funding should be viewed in the context of the Town Plan update. M. Staskus provided additional context about publicly available data for Waterbury, and expressed appreciation for the work of the Conservation Commission in gathering data, and support for additional resources to support the work of the Conservation Commission as it pertains to the Town Plan, especially regarding mapping.

Am. Marshall Carney outlined the work of the Conservation Commission in the Town Plan, specifically with the work on the Natural Resources chapter, as well as additional chapters through the lens of conservation. She provided additional detail about the proposed upland, hydrology and natural communities field based inventory mapping proposed in the Conservation Commission budget, and additional context about the proposed budget and desire for education, as well as the work pursuing potential grant opportunities. There was additional discussion regarding the value of site-specific data, and challenges of gathering data on non-public lands, as well as the overall need for expertise to help synthesize and create action steps from a variety of disparate data sources.

Draft Front Porch Forum for Have Your Say Day

The Board reviewed the draft FPF post and provided updates. R. Clapp and A. Johnson agreed to review the final wording with T. Leitz before distribution.

WASI Loan Request

It was noted that the request for credit had been brought before the EFUD Loan Committee, and that the group made the recommendation to approve the loan with conditions workable for WASI. The recommendation will now be brought to the full EFUD Board for a vote as soon as possible.

EcoPixel 2025 Contract

Al. Johnson made a motion to approve the 2025 Service EcoPixel agreement with the Town of Waterbury and authorize the municipal manger to sign the agreement. The motion was seconded by K. Sweeney. There was discussion of the items covered in the contract. The motion passed unanimously.

Next Meeting Agenda

Selectboard members discussed the following items for the agenda at the subsequent meeting:

- Reorganize the officers of the Selectbaord, as R. Clapp will be stepping down as chair
- Final Draft Budget Review
- Have Your Say Day presentation run-through
- Update on 51 S. Main St.
- Wesley Church MOU (if ready)
- Natural Disaster preparedness handbook (if ready)
- Armory updates (if substantive)

Executive Session

A. Johnson made a motion to enter Executive Session for the purposes of personnel discussions, and invite the municipal manager to join. The motion was seconded by M. Bard and passed unanimously. The Board entered Executive Session at 8:33 pm.

The Board exited Executive Session at 9:42 pm with no action taken.

The meeting was adjourned at 9:42 pm.