

**Waterbury Select Board Meeting  
January 13, 2014  
Main Street Fire Station**

Present: J. Grenier, Chair; C. Viens, K. Miller, C. Nordle, and R. Ellis, Select Board; W. Shepeluk, Municipal Manager; A. Tuscany, Public Works Director; A. Imhoff, ORCA Media; M. Orso, Waterbury Record; and C. Lawrence, Town Clerk.

Public: Lefty Sayah, David Luce, Everett Coffey, Jane Willard, Paul Willard, Jan Gendreau, Karol Smith, Gail Badeau, Alison Friedkin, Gary Dillon, and Linda Parks.

The meeting was called to order at 7:13pm.

**PUBLIC**

No public comment.

**REVIEW AGENDA**

Some agenda items were moved and there were no additions.

**WATERBURY AREA SENIOR CENTER**

K. Smith was present to request \$20,000 in a special article and \$10,000 in the budget. She asked if the total amount could be included in the budget. C. Viens asked about the Duxbury line item for income. K. Miller has a preference to retain the special article so that the community has a voice and understands the budget. K. Smith said the focus is food, to try to keep people in their homes and out of rehab centers and nursing homes. They rent space and cater private functions in an effort to raise money.

**MUNICIPAL BUILDING UPDATE** –moved to later in the agenda

**HISTORICAL SOCIETY BUDGET** (moved up on the agenda)

P. Willard distributed a copy of the proposed budget. They propose hiring a part time person again this summer to data enter collections into their computer program. The budget also includes archival storage supplies, and a storage unit that houses some of the artifacts. The total budget request is \$6,760. P. Willard gave a review of the data entry done during 2013. The budget request is \$3,200 less than last year.

**ROUNABOUT GMP EASEMENT**

A. Tuscany stated that the need for the easement no longer exists, as one property owner will not allow the easement through their property. There will be another easement document presented at a future date, if necessary. A necessity hearing was warned on January 20<sup>th</sup> on the roundabout project. The attorneys did not notify the lending institutions on some of the properties, which is a requirement. The proposed new date for the site walk is February 18<sup>th</sup> at 4:00pm, with a necessity hearing that same evening at 6:00pm. C. Nordle recused himself from the discussion and vote. R. Ellis made a motion to cancel the site walk and necessity hearing scheduled for January 20<sup>th</sup>. The motion was seconded by C. Viens and passed. R. Ellis made a motion to proceed with actions to commence condemnation proceedings for the roundabout project. The motion was seconded by K. Miller and passed.

R. Ellis made a motion to set the time and date for site inspection at 4:00pm on February 18<sup>th</sup> to meet at the Waterbury Post Office parking lot; and public hearing at 6:00pm on February 18<sup>th</sup> at the Main Street Fire Station. The motion was seconded by K. Miller and passed.

### **CVCLT REQUEST TO BORROW ADDITIONAL FUNDS**

Alison Friedkin was present to request additional CDBG funding for the Ladd Hall project. The Town CDBG fund can be used for low to moderate income projects. A revised cost estimate was done about a year after the original and resulted in a \$600,000 gap between the first cost estimate and the second. CVCLT cut \$350,000 from the budget and are working on finding additional funding sources and options. C. Viens asked how the \$600,000 gap came about. A. Friedkin explained that the first estimate was based on schematic drawings. The second estimate was done with more refined drawings which allowed a better estimate on costs. The current fund balance is \$33,841. R. Ellis made a motion to lend to CVCLT up to \$50,000 out of the town CDBG funds or the amount available as of the closing of the loan for a period of 25 years with 0% interest for the Ladd Hall project.

### **FIRE DEPARTMENT BUDGET**

W. Shepeluk distributed a memo with the Fire Department budget and CIP dated January 3, 2014. The proposed budget is higher than last year in part due to an increase in the workers compensation line item. The building maintenance line was increased by \$8,000. Some costs like cleaning and maintenance are split with the General Fund budget. There have been issues with the elevator, heating system, and generator. The new equipment line increased from \$40,600 to \$55,000. G. Dillon is recommending spending \$4,000 to install a camera security system in both stations. There have been a number of break-ins in stations with equipment stolen. The cameras would monitor who is going in and out of the stations. It is proposed to transfer \$330,835 to the capital fund to pay the debt on the fire station buildings.

The purchase of a rescue truck was discussed, at an estimated cost of \$277,000. One option is to issue a bond and pay for the truck over 20 years. Another option is to borrow from the Tax Stabilization fund with the advantage that the Town would be borrowing from itself. C. Viens asked about the condition of the current truck. G. Dillon explained that it doesn't have a lot of mileage, but has been used for a large number of hours. The truck is small and is overloaded with equipment. There was a space issue in the old station when the truck was purchased, which will no longer be an issue (had to buy a truck that fit the station). C. Viens asked about billing for some of the calls. G. Dillon stated that billing should be all encompassing. W. Shepeluk explained that the authority to charge has to come through State Statutes, and it is unclear whether it can be done. K. Miller asked if there is a cap on the number of volunteers, and expressed concern about the cost of equipment. G. Dillon explained that any new volunteer is issued gear that is already on hand and will not be brought on board if there is no gear that fits. She also asked about the cost for Ambulance dispatch. This cost is included in the budget. The CIP for fire vehicles was discussed.

### **CAPITAL IMPROVEMENT FUNDS**

W. Shepeluk previously distributed a memo dated January 4, 2014 titled 'Proposed 2014 CIP Budgets'. W. Shepeluk reviewed the capital improvement fund for the roundabout project. All eligible construction costs will be paid with federal funds. All ineligible construction costs are borne by the local community and are estimated to be \$118,075. He reviewed the paving CIP which includes work on Lincoln Street, Hollow Road, Shaw Heights, Little River Road, High Street and Winooski Street. All projects will be contracted out. There was some discussion about each project and the ways to accomplish them. A. Tuscany reviewed the infrastructure CIP projects including Main Street, Farr Road bridge, Laurel Road bridge, Guptil Road bridge, and Hill Street Extension drainage. C. Nordle asked about easements that will be necessary for the State storm drainage on Randall Street, and whether money should be put in the budget for legal and professional service fees.

W. Shepeluk reviewed the recreation CIP. The projects proposed include painting the bath house; electrical upgrades in the bath house, filter building, and recreation building; repairs to the pool liner surface, and dugouts on the lighted ball field.

#### **MANAGER'S ITEMS**

R. Ellis made a motion to approve the note for \$30,000 at an interest rate of 1.9% for the remaining balance on the Gibbs property. The motion was seconded by K. Miller and passed unanimously.

There are some Winterfest activities that require fees. K. Miller made a motion for Winterfest activities to set the fee for broomball \$10 for adults and \$5 for children; for the dance and silent auction at \$20 per person or \$30 per couple. The motion was seconded by R. Ellis and passed unanimously.

#### **TOWN CLERK ITEMS**

A discussion was held about the Animal Control Officer position that will become vacant on March. It was decided to advertise the vacancy early, and promote that it is a paid position in the advertisement.

R. Ellis made a motion to approve the minutes of the December 16<sup>th</sup> meeting. The motion was seconded by C. Viens and passed unanimously.

A Letter drafted by T. Vickery to the Director of Property Valuation and Review was withdrawn.

R. Ellis made a motion to approve a liquor license and outside consumption permit for Hen of the Wood, and a liquor and tobacco license for Waterbury Grocery. The motion was seconded by K. Miller and passed unanimously.

C. Nordle made a motion to pay \$238.81 for the Marshall & Swift Cost Tables. The motion was seconded by C. Viens and passed unanimously.

#### **HIGHWAY VEHICLE CIP**

W. Shepeluk stated that the Highway Department is scheduled to buy two vehicles this year, and that he plans to budget for the net cost of the vehicles. The one ton truck was in an accident. The net cost to purchase a new vehicle is \$85,000. He would like authorization to purchase the truck now and not wait until March, and trade in the damaged truck. C. Nordle made a motion to authorize the Manger to replace the one ton truck as soon as practical for a sum not to exceed \$90,000. The motion was seconded by C. Viens. K. Miller asked that the Manager include this purchase in his report and the reasons for the purchase. The motion passed unanimously.

#### **MUNICIPAL BUILDING**

C. Nordle asked about MOU's for the project. The historical society has indicated they will contribute \$100,000 to the project. What will be the commitment to the WHS for their donation to the project? Discussion was held about whether they will lease, have the space in perpetuity, how much space, and what control the Town will have over the space. R. Ellis suggested that if the Town renovates the space, it should be used it for municipal purposes or leased. Some of the building design options were discussed.

Page 4  
January 13, 2014

The Library MOU needs to be considered as well, and it was discussed when the town will need the Library's funding of \$300,000. The Commissioners need to have an approved project prior to fundraising.

There being no further business, the meeting was adjourned at 10:43pm.

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: January 20, 2014