

Joint Meeting of the Waterbury Select Board & Village Trustees  
February 23, 2011  
Waterbury Municipal Office

Present: R. Ellis, Chair; J. Grenier, K. Miller and B. Butler, Select Board; E. Coffey, Village President; L. Sayah and P. H. Flanders, Trustees; John Malter, Mad River Resource Management Alliance; J. Kilgore, Town Moderator; W. Shepeluk, Municipal Manager; A. Imhoff, ORCA Media; and C. Lawrence, Town Clerk.

Public: N. Howell-Sherman

The meeting of the Select Board and Village Trustees was called to order at 7:00p.m.

J. Malter was present to give the Board an update on the activities and programs of the Mad River Resource Management Alliance. The program is gearing more toward product stewardship, to watch over the resources and get manufacturers to take a closer look at how materials are being used. The Alliance is keeping the per capital level at the \$2.00 fee. There are approximately 19,000 residents within the Alliance. A representative needs to be appointed and Ed Steele is still interested in serving. The budget and balance sheet are contained within the Town Report.

J. Kilgore was present to go through the Annual Meeting of the Town of Waterbury warning and articles were assigned to the Board members. Article 9 is the place to ask about last year's spending, although people generally wait until the budget discussion. Each article that requires a motion was reviewed and discussed. J. Kilgore went through his procedures as Moderator and described the instructions he will give to the voters.

The Town Manager has recommended the purchase of a death & disability policy for firefighters. The policy cost is \$2,876 which includes a rider for covered activities. The Village used to have such a policy. The cost for a policy with basic benefits is \$2,025 and specifies some non-covered activities. B. Butler made a motion to approve the purchase of the policy in the amount of \$2,876 with the rider. The motion was seconded by J. Grenier and approved by those present.

The Municipal Manager described the distribution from CIP Fund 30 to other CIP Funds. Discussion was held with regard to how to split the money and the Manager will provide more information to the Board.

The Municipal Manager distributed an email from the Public Works Director with regard to the Guild Hill road reconstruction estimate. This project was in the 5 year plan 3 years ago and is of high priority. Other paving priorities were discussed. It was suggested that the public works directors put together a list of priorities. The three projects in the town report (Crossroads, Ripley Road and Prospect Street) are of the highest priority.

Dave Frothingham was present to request the use of Hope Davey pavilion and disk golf course on March 12th from 8:00a.m. to 6:00p.m. for the Sap Bucket Open Disc Golf tournament. He also requested permission for alcohol use at the awards ceremony. He estimated about 60 participants, and the awards ceremony would be held at approximately 4:00p.m. B. Butler made a motion to approve the application for the Sap Bucket tournament and the use of alcohol during the awards ceremony. The motion was seconded by J. Grenier and approved by those present.

Darren Higgins, Kane Smart, Jeffrey Whalen and Jason Wulff were present to discuss the Town and Village zoning amendments for Flood Hazard Area Regulations (draft #2) and the amendments related to establishing a development review board. S. Lotspeich reviewed the amendments and highlighted some of the changes since the last revision. Discussion was held with regard to projects that may have to come in for review that would not have previously. It was asked if this would slow a project and cause additional expenses. It should not cause delay as long as the rules are in place, but it may increase costs. Changes can be made up to the date the public hearing is warned. Once the hearing is held only insignificant changes can be made.

The Planning Commission will come up with some recommended language by the next Select Board meeting on March 7th and will get something to the Boards next week. A joint public hearing will tentatively be held on Wednesday March 30th at 7:00p.m. for both the flood regulations and the development review board.

A draft resolution for the creation of a Development Review Board had been previously circulated and was reviewed. The resolution will need to be signed when the decision is made to incorporate the DRB.

S. Lotspeich gave a brief update on the status of the flood plain maps. They are trying to find better topographic information for properties that are coming into the flood plain without having to pay for additional survey work. The regional planning commission may be able to provide some information.

Gary Dillon was present to discuss the proposed signs for the fire stations that do not comply with the zoning ordinance. He distributed an architect's rendering of the signage on the buildings. The Fire Department is planning to pay for the signs. There was an exemption made for the sign on TBPS, and G. Dillon is requesting an exemption for the fire stations. Discussion followed about having signs that fit the buildings and amending the ordinance to make that happen. It was suggested that signage be made part of the site plan review process. The next meeting of the Planning Commission is in March 2nd, and they may have the authority to accommodate the request without an amendment.

A request was received from the Stowe Street Arts Festival Committee Chair, Jack Carter, requesting that Stowe Street be closed to vehicular traffic from Main Street to Railroad and Union Streets as well as Bidwell Lane to the exit of the TDBank parking lot from 10:00a.m. on Friday July 15<sup>th</sup> to 5:30p.m. on Saturday July 16<sup>th</sup>. B. Butler made a motion to approve the request. The motion was seconded by J. Grenier and approved by those present.

The Boards reviewed an memo on inter-municipal payments dated February 23, 2011. The Board agreed that the Village Administrative Service fee will be last year's payment increased at CPI, or \$121,490 x 1.015 for a payment of \$123,315 for 2011.

The Trustees indicated that improvements to the Municipal Office have been made over the past couple of years in the approximate amount of \$25,000, and part of this should be passed to the Town. They proposed that one-half of the cost be spread over ten years and added to the rent payment. Rent for 2011, based on the previous formula, will be \$34,845 plus \$1,250 for building improvements. It was suggested that this formula be looked at in the future and simplified.

There were 46 agency assists in the Town during 2010 for a total of 18 hours, and at a rate of \$65.28, the agency assists line item is \$1,175. Last year, 49.5 hours were spent on agency assists.

The PILOT payment value will include the new fire station. The Trustees requested that the calculation of the payment be based on the 2011 grand list and tax rate.

Rent for the Ice Center and pump station storage areas will remain the same as last year at \$4,200 in total.

The Public Works Director spent 53% of his time on town items. The Town expense for time spent in 2010 is \$47,610. The cost in 2011 will be spread among the town departments.

The Trustees will provide a summary of these costs by the March 7th meeting.

Wages and benefits for employees were discussed. The Village Trustees, along with the Water & Sewer Commissioners have made a decision as to how they will compensate the Village Employees. They decided to make a one-time deposit of \$1,500 into the employees HSA. If the person does not have an HSA, they will get the equivalent amount after taxes as a bonus.

The Keith Wallace award will be awarded to Betty Carr and John Grenier at Town Meeting, in recognition of their service to the Community.

The Town and Village are members of VLCT Health Trust which has an active wellness program in which employees are encouraged to participate. VLCT provides incentives to Towns for employees to participate in the form of a reimbursement of health insurance premiums. The reimbursement to the Town and Village during 2009 and 2010 was \$3,541. This amount has been paid back to the employees in the past. There were 20 people eligible for the health insurance program in 2010. At least 1/2 must be shared with the employees. K. Miller made a motion to authorize the disbursement of 100% of the proceeds from the leadership program to those employees eligible for health insurance. The motion was seconded by B. Butler and approved by those present. P. H. Flanders made a like motion. The motion was seconded by L. Sayah and approved by all.

At 10:10p.m., the Trustees moved in to Executive Session.

B. Butler made a motion to approved liquor licenses for Alchemy Brewing, Country Club of Vermont, Michaels on the Hill, Royal Dragon, Sunflower Enterprises, and Waterbury Legion Homes, and the liquor and tobacco license for R. G. Blake Enterprises. The motion was seconded by J. Grenier and approved by those present.

The Trustees came out of Executive Session with no action taken. Outside of Executive Session, P. H. Flanders made a motion to authorize the Municipal Manager to send a letter to the Vermont Labor Relations Board regarding the request for a Union by the Waterbury Police Department. The motion was seconded by L. Sayah and approved by all.

The meeting of the Trustees was adjourned at 10:20p.m., at which time the Select Board moved into Executive Session. The Select Board came out of Executive Session at 10:25p.m. with no action taken. Outside of Executive Session, B. Butler made a motion to authorize the Municipal Manager to seek an option to purchase Tammy Gibb's property on Route 100 and Hollow Road. The motion was seconded by J. Grenier and approved by those present.

There being no further business, the meeting of the Select Board was adjourned at 10:40p.m.

Respectfully submitted,

Carla Lawrence  
Town & Village Clerk

Approved at a meeting held on: March 7, 2011