

**Waterbury Select Board
June 20, 2011**

Present: Rebecca Ellis, Chair; John Grenier, Pam Clapp, and Karen Miller, Select Board; William Shepeluk, Municipal Manager; S. Lotspeich, Community Planner; Chris Preston, Waterbury Record; Jenna Pizzi, Times Argus; and Carla Lawrence, Town Clerk.

Public: Mike Hedges, Allan Thompson, Jeff Fuller, Gunner McCain, and Rebecca Washburn

The meeting was called to order at 7:03p.m.

RECREATION COMMITTEE

J. Fuller was present to express interest in serving on the Recreation Committee and gave a summary of his background. R. Ellis described how the committee operates and the funding available to the committee. P. Clapp made a motion to appoint J. Fuller to the Recreation Committee for a term expiring April 30, 2014. The motion was seconded by J. Grenier and passed unanimously.

CONSERVATION COMMISSION

M. Hedges and A. Thompson were present to update the Board on the activities of the Conservation Commission. A. Thompson described the Shutesville Hill wildlife crossing and gave a background of the 'staying connected' initiative, which helps to safeguard wildlife from the impacts of habitat fragmentation and climate change by maintaining and restoring landscape connections across the Northern Appalachians region. Shutesville Hill is one of the highest risk crossings in the State. They are working with various groups to provide education, and would like to work in conjunction with Municipalities with regard to their planning and zoning requirements. A discussion was held with regard to funding/grant opportunities.

CENTRAL VERMONT REGIONAL PLANNING COMMISSION

Sue Sinclair, Executive Director and Gunner McCain were present to discuss activities of the CVRPC such as the GIS Service Center and Pre Disaster Mitigation. She emphasized that a town needs a PDM plan in place to be eligible for grants. Waterbury does not currently have a PDM plan in place. S. Sinclair distributed the FY13 Transportation priority list in which there are several projects prioritized for Waterbury. They currently have a pretty extensive energy program, and there is some federal stimulus money available of which Waterbury has taken advantage. The RT 2/RT 100 study was recently approved by the Transportation Advisory Committee. They received an ACT 250 application for the State Farm in Duxbury for redevelopment of the property. Waterbury could apply for party status as the Town may have some concerns. Records show that the Waterbury Town plan was adopted in October of 2008 but was never submitted to the CVRPC for approval. A decision was made to wait for the 2010 census data for statistics and demographics to finalize the Community Plan. The plan needs to be approved for the renewal of the Downtown Designation. It was suggested that the Planning Commission request approval of the existing plan while working on the new plan, however it may not meet approval requirements. S. Lotspeich will meet with the senior planner at CVRPC to determine the best way to proceed. The GMTA bus routes were discussed, and there were concerns about the possibility of fewer stops in Waterbury Center.

COMMUNITY PLANNER'S ITEMS

S. Lotspeich gave an update of the permits reviewed by the DRB. Three town projects were approved, including lighting on the main street fire station which was resolved with shielding, informational and directional signage for Loomis Hill parking lot, and the skateboard park and expansion of the Loomis Hill parking lot. W. Shepeluk and A. Tuscany will get a quote for the parking lot by the next meeting.

S. Lotspeich updated the Board on the status of the FEMA flood maps for the Village between Elm Street and Park Row. This area is being re-drafted based on more accurate information provided by the Town. He has made contact with some of the affect property owners. K. Miller made a motion to request that the map dated May 16, 2011 be the final DFIRM map. The motion was seconded by J. Grenier and passed unanimously.

TOWN CLERK'S BUSINESS

P. Clapp made a motion to approve the minutes of the June 6, 2011 meeting. The motion was seconded by J. Grenier and passed unanimously.

CBMS Titan Team has requested use of the Hope Davey Pavilion on Thursday September 1, 2011 from 4:00pm to 7:00pm for a BBQ, with waiver of fees. The Vermont Army National Guard has requested use of the Hope Davey Pavilion on Saturday July 30, 2011 from 11:00am to 4:00pm for Bravo Battery Family Day, with waiver of fees. A discussion was held with regard to the maximum capacity of the Pavilion Building. P. Clapp made a motion to waive the fees for both requests. The motion was seconded by J. Grenier and passed unanimously.

The Board reviewed a catering permit request from The Reservoir for the Motorcycle Rally on July 22nd and 23rd. The Board modified the request and J. Grenier made a motion to allow catering from 11:00am to midnight on July 22nd and from 11:00am to 1:00am on July 23rd/July 24th. The motion was seconded by P. Clapp and passed unanimously.

The Board reviewed a catering permit from The Reservoir for the Vermont Mountain Bike Festival on July 16, 2011 from 11:00am to 10:00pm. K. Miller made a motion to approve the request. The motion was seconded by J. Grenier and passed unanimously.

The regularly scheduled meeting on July 4th is tentatively rescheduled to July 5th. The Trustees wish to hold a Joint meeting with the Select Board and Water & Sewer Commissioners tentatively July 20th at 7:00pm.

SELECT BOARD ITEMS

The merger survey is now available and the deadline is June 30th. The local option tax outreach was discussed. J. Grenier will attend a meeting of the Waterbury Tourism Council on June 29th at 11:30am at the Alchemist and asked for direction as to what information to share. A discussion was held as to what the money be used for, and if it would necessarily be tied to police revenue or used to reduce tax rate.

A draft of the Fire Department meeting room policy was reviewed. The solicitation for the Waterbury Firefighters Association Fund was discussed. Since the kitchen equipment was purchased using money from this fund, the Fire Department wishes to include this in the packet. The rental fees were discussed. R. Ellis will work on wording and fee schedule and bring it to the next meeting for adoption.

MANAGER'S ITEMS

GMTA has proposed changes to their routes and the Guptil Road loop was discussed. The main reason for terminating this part of the loop is for safety reasons due to the Hollow Road intersection. They have been apprised of potential improvements to this intersection. It was suggested that they turn on to Howard Avenue to pick up riders at the Seminary Building.

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J. Grenier made a motion to authorize the Chair to sign a letter to David Armstrong, Transit Planner for the CCTA, to propose that the GMTA loop continue to stop in Waterbury Center. The motion was seconded by K. Miller and passed unanimously.

The Manager gave the Board an update on the paving project on Main Street in front of the Dentist's office. Ruts had developed and were getting worse. The issue was not taken care of by District #6 who did the work on the intersection. It was agreed that the Town would dig out the area and do the prep work, and the State will pay ST Paving to pave the area.

B. Butler, P. H. Flanders, and R. Ellis previously met about the Manager's evaluation. It has been proposed that the 3 boards split the cost \$260 each for an online survey (360 job performance evaluation tool) which has 160 questions for supervisors, peers and staff to complete. Concern was expressed about anonymity of survey takers. The Manager indicated that it would be helpful to have an evaluation and get some feedback but wanted it to be reflective of all Board members.

J. Grenier made a motion to approve the expenditure of \$260 for 1/3 the cost for the 360 evaluation performance tool. The motion was seconded by P. Clapp and passed unanimously.

P. Clapp made a motion to move into Executive Session at 9:26p.m. to discuss a retirement gift. The motion was seconded by J. Grenier and passed unanimously.

The Board came out of Executive Session at 9:40p.m. The Board then discussed a retirement gift for Ken Sargent. P. Clapp made a motion to award a retirement gift of cash in the amount of \$500 to Ken Sargent to recognize his 27 years of service to the Town. The motion was seconded by J. Grenier and passed unanimously.

There being no further business, the meeting was adjourned at 9:50p.m.

Respectfully submitted,

Carla Lawrence
Town Clerk

Approved on: July 5, 2011