

Waterbury Select Board and Village Trustees Joint Meeting  
Monday, April 16, 2012  
Main Street Fire Station

Present: R. Ellis, J. Grenier, C. Nordle, C. Viens and K. Miller, Select Board; P.H. Flanders, Village President; N. Howell-Sherman and L. Sayah, Trustees; W. Shepeluk, Municipal Manager; S. Lotspeich, Community Planner; A. Tuscany, Public Works Director; D. Staples, Times Argus; K. Fountain, Waterbury Record; A Imhoff, ORCA Media; and B. Jones, Assistant Town/Village Clerk.

Public: Steve Van Esen; Patty Meade; Tom Stevens; Harry Shepard; Jeanne Kirby; Luke Shullenberger; Mary Kasamatsu; Harriet Grenier; Alice Durkin; Margaret Luce; Everett Coffey; Lincoln & Alan Pierce.

The meeting of both Boards was called to order at 7:00 pm.

**Public**

Steve Van Esen discussed his role with Pilgrim Partnership in reference to the Whalley Trailer Park. He wished to present two proposals regarding the Park. The first proposal is an offer to give the Village/Town \$20,000 to aid in the purchase of the Park. The second proposal would have the Village give Pilgrim Partnership a loan of 80% for the purchase price, less \$20,000. Pilgrim Partnership would pay back the loan over 5 years with a low interest rate. In the second scenario, Pilgrim Partnership would subsequently own the Park and would include reference that the property would not be developed for residential or commercial use. J. Grenier indicated that this is a generous offer, but funding is an issue. This was discussed at Town Meeting with no results. J. Grenier extended his thanks to S. Van Esen and said this would be need to be discussed again.

**Rotary Club**

Patty Meade and Harry Shepard were present on behalf of the Rotary Club to discuss the upcoming 4<sup>th</sup> of July celebration. The thought is to have a festival type of event to attract all kinds of age groups. Controlled beer and wine would be for sale. H. Shepard went through the required training and was certified. The next step is to receive a final permit from the State. A lengthy discussion followed. As a point of reference, when the Stowe Street Arts Festival was held, the Town required the applicant to name the Town and Village as additional insureds with coverage up to a \$1 million. J. Grenier conveyed support from the Select Board, indicating that a proposal would need to be put together and that the Town and Village would need to be named on a \$1 million dollar insurance policy. N. Howell-Sherman made a motion on behalf of the Trustees approving the Rotary Club to sell beer and wine during the festivities on Friday and Saturday (6/29 & 6/30), subject to Select Board approval. The motion was seconded by L. Sayah and passed unanimously.

**Municipal Employee Compensation**

A small group (P.H. Flanders, K. Miller, L. Sayah and W. Shepeluk) met to discuss Municipal employee compensation. Before the topic was presented in more detail, C. Viens recused himself and sat in the audience as a member of the public. A \$500 (after tax) bonus was proposed to all permanent employees who participated with flood efforts as a token of appreciation. A 2% increase was recommended for the majority of the Municipal employees. W. Shepeluk would have the authority to approve up to a 3% increase for Municipal employees as he deemed appropriate. There is flexibility within the budget for this proposal. K. Miller made a motion to award Town employees a minimum of a 2% increase based on 3% aggregate pay of the total budget. W. Shepeluk to distribute monies as deemed appropriate. This would also include a separate \$500 appreciation bonus for permanent employees who participated with the flood efforts. C. Nordle seconded the motion, which passed 4-0-1 (C. Viens abstaining). N. Howell-Sherman made a like motion for Village employees. L. Sayah seconded the motion, which passed 3-0.

### **FEMA Recovery Update**

***State Complex and Main Street Reconstruction Project.*** W. Shepeluk explained that he had testified in Montpelier about the best time to start this project. He discussed the importance of coordination of efforts between the respective agencies, such as AOT. Main Street is a Class 1 highway, so the town would need to conduct a necessity hearing. The earliest would be in the fall of 2014, which is the 2015 budget year. Some discussion followed regarding overlap for these projects. A concern was raised about how this would impact the local businesses in town. C. Nordle asked what the businesses will need in order to survive. J. Kirby replied that they need to be prepared. W. Shepeluk's timeline of events would be helpful to them. It's important to educate the businesses about the Main Street Project and ask what they think. R. Ellis suggested writing a thank-you note to the House and Senate Committees on Transportation as well as the Governor, Lt. Governor and VTrans for their efforts to move the Main Street Reconstruction Project forward after many years of delay. R. Ellis made a motion for J. Grenier to sign such a letter on behalf of the Select Board. C. Viens seconded the motion, which passed unanimously. N. Howell-Sheman made a like motion on behalf of the Trustees to do the same. L. Sayah seconded the motion, which passed unanimously.

***VISTA Program/Grant Writers and LTCR Grant Writers.*** R. Ellis reported that a SerVermont VISTA volunteer may be able to provide assistance with grant writing on disaster recovery projects. The municipality (town or village) would be responsible for paying \$6,000 to SerVermont and for providing office space, a phone and computer. The expectation is that the person would start sometime in August. In the interim, R. Ellis recommended hiring a local grant writer to help with the May 3<sup>rd</sup> event and follow-up. W. Shepeluk explained that we should put out a notice outlining the need for this project. R. Ellis made a motion to authorize hiring a contract writer up to \$3,000 with the assumption of working 10-15 hours per week, not greater than 100 hours. C. Nordle seconded the motion, which passed unanimously.

***Flood Study Update.*** J. Grenier proposed obtaining an RFP for an engineer to help with the State. More information to follow after the May 3 meeting. No action taken.

### **Architect Update (Steve Roy)**

Steve Roy from Wiemann Lamphere Architects presented the group with sketches outlining various options of buildings. There were nine options, each of which was discussed in detail, outlining the pros and cons. Specific dollar figures of these projects were not available. Some options would involve the installation of a ramp and/or elevator in order to fulfill ADA requirements. The staff from the Village Library was asked which option(s) were preferred. H. Grenier responded that options 6 and 7 as presented are preferred for the Village Library. A discussion followed, with comments regarding each option. J. Kirby noted that all of this information needs to be digested before making any type of decision. J. Grenier said that in terms of next steps, funding options need to be reviewed. This will most likely happen after the May 3 meeting and would determine next steps. No action taken.

### **Street Sign (Keefe Lane)**

S. Lotspeich presented a proposal from Chris Palermo in Waterbury Center. The street sign on his road, Keefe Lane, has disappeared numerous times. The name "Keefe Lane" has some form of drug reference associated with it. C. Palermo requested that the road be renamed "Palermo Lane." R. Ellis made a motion to change Keefe Lane to Palermo Lane. C. Viens seconded the motion, which passed unanimously.

### **Town Clerk Business**

R. Ellis made a motion to authorize the Select Board to apply for reimbursement from two recent forest fires. K. Miller seconded the motion, which passed unanimously.

Barbara Walton from Waterbury Center was recommended as a candidate for the vacant Cemetery Commission. She submitted a letter of interest. C. Viens made a motion to appoint Barbara Walton to the Cemetery Commission for a one year term. R. Ellis seconded the motion, which passed unanimously.

R. Ellis made a motion to approve liquor licenses for Maxi's, the Legion, Crossroads and Michael's on the Hill. C. Viens seconded the motion, which passed unanimously.

Dog Pound Issues were not discussed.

### **Board Appointments**

P.H. Flanders brought up the subject of future vacancies for the W.C.D.C. There are numerous vacancies on the Board and there should be discussion on reducing the number of appointed members from nine to five. This will be a topic for a future meeting. Some discussion followed, with no action was taken.

K. Miller made a motion to adjourn the Select Board portion of the meeting and R. Ellis seconded the motion, which passed unanimously. The meeting was adjourned at 9:40 pm.

The Village Trustees continued the meeting. W. Shepeluk, S. Lotspeich, K. Fountain and B. Jones were also in attendance.

### **Ride of Silence**

S. Lotspeich presented a proposal from Sherry Winnie of the Vermont Bicycle & Pedestrian Coalition. This organization would like to organize a one hour Ride of Silence bike ride from Rusty Parker Park and end near the Red Hen Bakery in Middlesex. This ride is designed as a family event and would be held to promote awareness about bike safety. There would be an informal picnic in the park. N. Howell-Sherman made a motion to approve the use of Rusty Parker Park for the Ride of Silence on May 16 from 5:30 to 7:00 pm. L. Sayah seconded the motion, which passed unanimously.

### **Steele Block**

The Edward Steele Trust has proposed having the Village lease the Steele Block at 46 Main Street for use by the police department. Joby Feccia, Police Chief, is in support of the proposal. The rental rate of \$1,800 per month for the first year and \$2,000 for the second year includes all expenses except for phone and internet. Some discussion followed, concerning the budget. The \$1,800 monthly rent is within the budget and the manager will research possible any rental insurance reimbursement. A projected date of occupancy is June 1. S. Lotspeich will talk to the Zoning Administrator about the permit process. If non-police personnel need access to the building, they would need to be fingerprinted and have background checks conducted. L. Howell-Sherman made a motion to authorize W. Shepeluk to negotiate and sign the lease (a 2 year minimum) with an option to withdraw. L. Sayah seconded the motion, which passed unanimously.

### **51 South Main Street**

P.H. Flanders raised a question about insurance for the former Municipal building. W. Shepeluk indicated that restoring the building to its prior condition is not a viable option. Negotiations with the insurance company need to begin. There are two scenarios: 1) tear down the building in the back and renovate the front part. This could result in 100% reimbursement from the insurance company. The building would then need to be sold. 2) sell the building "as is." The first scenario appears to be more favorable. W. Shepeluk agreed to start the negotiating process with the insurance company. No further action taken.

N. Howell-Sherman made a motion to adjourn the meeting. L. Sayah seconded the motion. There being no further business, the meeting was adjourned at 10:15 pm.

Respectfully submitted,

Beth Jones  
Assistant Town/Village Clerk

Approved on: May 7, 2012