

**Joint Meeting of the Waterbury Select Board and Village Trustees
May 6, 2013
Main Street Fire Station**

Present: R. Ellis, Vice Chair; C. Nordle, C. Viens, and K. Miller (via skype), Select Board; P. H. Flanders, Village President; L. Sayah and N. Howell-Sherman, Trustees; W. Shepeluk, Municipal Manager; S. Lotspeich, Community Planner; A. Imhoff, ORCA Media; K. Fountain, Waterbury Record; and C. Lawrence, Town Clerk.

Public: Jennilou Grace, Eric Weeber, Recreation Committee candidates; Peg O'Neill, Gordon Miller, and Bill Minter, Recreation Committee; Roger Cranse, Phyllis Barry, Darragh Ellerson, and Andy Shuford, Leaf Peepers race personnel; Patty Meade, Bill Kernan, and Harry Shepard, NQID event.

RECREATION COMMITTEE INTERVIEWS

J. Grace and E. Weeber were present to express their interest in serving on the Recreation Committee. P. O'Neill, G. Miller, and B. Minter were also present. Diane Gildea has expressed interest in serving on the committee but was unable to attend the meeting. R. Ellis gave a brief overview of the activities of the Recreation Committee. C. Viens made a motion to reappoint G. Miller to a 3 year term ending April 30th, 2016; and to appoint E. Weeber and J. Grace to 3 year terms ending April 30th, 2016; and to appoint D. Gildea to the remainder of a 3 year term ending April 30th, 2014. The motion was seconded by C. Nordle and passed by those present.

RECREATION UPDATES

W. Shepeluk had previously distributed a memo to the Board with recreation updates. He gave an update on the status of hiring a Recreation Director. The job description is very robust, and 5 applications have been received to date. Beth Gilpin had met with W. Shepeluk and offered ideas for revisions to the job description and suggested getting the advertisement out to a wider universe. C. Nordle made a motion to adopt the job description as amended. The motion was seconded by C. Viens and passed by those present.

The staff has been hired for the summer recreation program, and the program is full. The lifeguard staff has been hired for the pool. There are currently no mini camps scheduled for the summer, except for the soccer program.

LEAF PEEPERS

Roger Cranse, Phyllis Barry, Darragh Ellerson, and Andy Shuford were present to discuss the Leaf Peepers half marathon and 5K run. This fall will be the 30th year of the race. The group would like the Town to consider a different route this year. R. Cranse gave an overview of the race, and indicated that money goes to the fire department and Harwood boosters for their help in running the event. They are requesting a change in route for safety reasons. A. Shuford explained the proposed route as follows: the race will start at Pilgrim Park, and commence towards Lincoln Street, turn up Perry Hill onto Kneeland Flats, turn right on Guptil and Maple for an up and back near Guild Hill Road, then hit the community path by Country Club of Vermont, finishing back down Lincoln and Stowe Streets to Pilgrim Park. The race is October 6th and there are typically 900 in the half marathon and 500 in the 5K, with some no-shows. The 5K will be an out and back up Perry Hill. No road closures are anticipated. A discussion followed as to how to make the route work. The Board was supportive of the event. More details will be worked out prior to the race and the event coordinators will work the Municipal Manager and Chief of Police. C. Viens made a motion to approve the Leaf Peepers event on October 6th as plotted out on the drawings. The motion was seconded by C. Nordle and passed by those present.

N. Howell-Sherman made a like motion to approve the Leaf Peepers event. The motion was seconded by L. Sayah and passed unanimously.

NOT QUITE INDEPENDENCE DAY (NQID)

P. Meade B. Kernan, and H. Shepard of Waterbury Rotary were present to discuss the NQID event, which will be moved to Dac Rowe field this year. They are back to talk more about specifics in terms of the layout, and the possibility of doing a beer tent again this year. B. Kernan gave an overview of the plan for the layout and indicated they are trying to minimize impact on the ball fields. There will be no vehicular traffic on the playing fields. E. Coffey expressed concerns about people parking on Winooski Street and cutting through the community gardens. Fencing the community gardens was discussed. H. Shepard discussed the beer tent and stated they will have the appropriate controls in place. The fireworks will be lit up and sent from the property of Jim Harvey.

SELECT BOARD AND TRUSTEES BUSINESS

Storm water issues: A meeting was held for an overview of construction at the State Complex. The plans for the complex were reviewed, and it was discussed how that project would interface with Main Street reconstruction project. W. Shepeluk gave an overview of the meeting and gave some details of the current storm water system and proposed changes. R. Ellis suggested that the Town should seek an in progress permit change to re-direct some of the drainage areas.

Act 250 Hearing on Thursday May 16th: The first Act 250 hearing for the State Complex construction project is on May 16th. The Town and Village would like to attain party status. S. Lotspeich will enter a notice of appearance on behalf of the Town of Waterbury, and a Village Trustee will attend as well. Possible topics of concern include storm water, subdivisions, and historic mitigation.

The meeting of the Trustees adjourned at 9:45pm.

MANAGER'S REPORT

Highway Codes and Standards: W. Shepeluk previously circulated the model town highway and bridge standards. Adoption is necessary in order to receive the maximum amount of state aid when there is a road or bridge project. The Town has an ordinance that is much more comprehensive. This also impacts local matches for FEMA grants. C. Nordle made a motion to adopt the model town and road bridge standards. The motion was seconded by K. Miller and passed by a vote of 3 to 1 with C. Viens opposing.

Annual Financial Plan: The plan certifies that funds raised by municipal taxes are equivalent to or greater than a sum of at least \$300 per mile of Class 1, 2 or 3 town highways in the municipality. C. Nordle made a motion to approve the Annual Financial Plan and authorize the Board to sign for the Agency of Transportation. The motion was seconded by K. Miller and passed by those present.

Street Names at State Office Complex: The State is establishing street names at the complex including State Drive (outer loop) and Horseshoe Drive. C. Nordle made a motion to approve the name of State Drive and Horseshoe Drive as requested by the State. The motion was seconded by C. Viens and passed unanimously.

Pomegranate Update: The tenant is responsible for the construction of the park, including the volunteers doing the work. The town can contract with Pomegranate to act as general contractor. The other option is to have the Town act as the general contractor and build the park. The Town would then coordinate and accept any volunteer labor and there would be some risk and exposure if someone is hurt or equipment is damaged. The first option is the cleanest way to do to project.

Farr Road bridge replacement project: The standard grant agreement needs to be approved. C. Nordle made a motion to authorize the Manager to sign the standard grant agreement with AOT for Farr Road bridge #25. The motion was seconded by K. Miller and passed by those present.

The Rotary Club has asked if free beer samples can be distributed at the concert in the park sponsored by Alchemy Brewing. This request will be visited at a later date.

A new lawn tractor is being purchased to mow the recreation fields. The sewer department needs a mower, and the Village would like to purchase the mower for \$2,000. C. Nordle made a motion to authorize the offer of the lawn mower for sale to the Village for \$2,000. The motion was seconded by C. Viens and passed by those present.

John Malter has requested use of Hope Davey Pavilion on July 17th from 9:30am to 2:00pm for a recycling coordinators meeting, with waiver of fee. K. Miller made a motion to allow the event from 9:00am to 3:00m and waive the fee. The motion was seconded by C. Nordle and passed by a vote of 3-1.

TOWN CLERK'S BUSINESS

C. Nordle made a motion to approve the minutes of the April 1st, April 15th and April 22nd meetings. The motion was seconded by C. Viens and passed by those present.

A request has been made to use the Hope Davey Pavilion on August 10th for a wedding reception, with use of alcohol. K. Miller made a motion to allow the use of alcohol from 2:00pm to 8:00pm, with no more than 30 people, and to pack in and pack out. The motion was seconded by C. Nordle and passed by those present.

There being no further business, the meeting was adjourned at 10:25pm.

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: May 28, 2013