

**Waterbury Select Board Meeting
January 27, 2014
Main Street Fire Station**

Present: R. Ellis, Acting Chair; J. Grenier (via phone); C. Viens, K. Miller, and C. Nordle, Select Board; P. H. Flanders, Village President; L. Sayah and N. Howell-Sherman, Trustees; W. Shepeluk, Municipal Manager; B. Farr, Long Term Economic Recovery Director; A. Imhoff, ORCA Media; M. Orso, Waterbury Record; and C. Lawrence, Town Clerk.

Public: A. Nelson, Vermont Integrated Architecture; B DeLaBruere, ReArch; S. Lotspeich, S. Mackey, H. Grenier, C. Palermo, T. Wood, M. Luce, P. Hack, M. K. Monely, D. Schneider, L. Parks, D. Luce, D. Thumann, T. Kinley, S. Van Esen, J. Larkn, D. Winham, G. Callan, J. Sherman, D. Johnson.

The meeting was called to order at 7:10pm.

AGENDA/PUBLIC – No action.

MUNICIPAL BUILDING ITEMS

The recommendation from the Municipal Building Committee was to move forward with the revised Option B. The net cost estimate for the project is \$2,946,872, which covers all costs with the exception of library furnishings. It includes a 10% contingency on construction costs, owner costs, and professional fees. W. Shepeluk explained the confirmed funding sources, in the amount of \$2,037,500.

K. Miller expressed concern about including fundraising dollars as part of the confirmed funding sources, for example the pledge from the Waterbury Public Library in the amount of \$200,000, and \$30,000 unconfirmed funding from the Waterbury Historical Society. J. Grenier stated he is comfortable with the design option recommended, and favors adding some cushion to the bond amount for a bond amount of \$3M to \$3.2M. C. Nordle echoed those sentiments. J. Grenier recommended a \$3.2M bond vote, in case fund raising is not as successful as planned. C. Viens originally felt comfortable with a \$3.2M vote, but feels some people will not vote in favor if it is over \$3M. B. Farr discussed some people's desire to postpone the bond vote to determine additional grant opportunities. There are some grants that are not as good as originally believed. She gave a review of some of the grants being considered. K. Miller re-emphasized her feeling that a lot of votes will be lost at \$3.5M, and it is even hard to sell at \$3M. She does not want any pledge dollars to be called confirmed dollars. The dollar amount for B. Farr's time needs to be added in as well (\$65,000). K. Miller said she can support a bond amount of \$3.2M, but believes that will be a difficult sell.

J. Grenier asked at what stage the bond is processed. W. Shepeluk explained that through the vote, the Town will get permission to bond for up to a certain amount for a certain period of time. He believes that all of the money will not be distributed in July, and if pledges come in, the Town can bond for less.

B. DeLaBruere (estimator) stated that he and the architect could look at other methods to reduce the costs, but keep the same layout and look. R. Ellis suggested the Town could also ask the voters for a short term note.

T. Wood would like to keep the current scope, and wants to give the fundraising efforts opportunity to happen. M. K. Monley asked C. Viens and K. Miller if they would support the project if the bond amount is \$2.95M. R. Ellis asked that Select Board members not be addressed directly. S. Mackey echoed what T. Woods stated, expressing concern that an increase in the bond amount will take away impetus for fundraising.

W. Shepeluk reviewed the difference in taxes for a bond of \$3M and \$3.25M. The tax difference is \$4 on a property valued at \$200,000.

R. Ellis summarized that it appeared the Board favored a bond amount of \$2.95M, that the architects could find some cost savings; or possibly fundraising could be completed with the next 6 months.

K. Miller made a motion to bond for an amount not to exceed \$2.95M to build the Municipal Offices, Library, and Waterbury Historical Society at the Janes site with the scheme entitled Option B-12 presented on January 27th. The motion was seconded by C. Viens and passed unanimously.

The discussion of the Library and Historical Society MOU's was moved to the next meeting.

ECONOMIC DEVELOPMENT DIRECTOR

D. Winham was present with some members of his Board (Economic Development Corporation) to discuss his progress over the past year, and the Select Board will be discussing budgeting for his services in 2014. He distributed some material for the Board's review. A website will be going live in February. Some of the smaller things he accomplished included a change in ownership for the Stowe Street Emporium and Axels Frame Shop, Sun Flower Salon moved, and Dr. Tessier's practice moved in to the Village. He is also working on larger projects with the Prohibition Pig and the Alchemist. He is looking at a proposed hotel and new development at the Flea Market area with extension of water & sewer.

S. Van Esen said the D. Winham is a salesman selling Waterbury and is having success in doing so. The Board is very diversified and provides D. Winham with areas of specialty. Dan Johnson and his business partner like the community and are interested in investing in Waterbury. They like the size and vibe of Waterbury. He stated that D. Winham has been an excellent contact person and they have been clear in terms of their objectives. Some of these investment opportunities take a long time.

P. H. Flanders spoke on behalf of the Trustees. They have worked closely with D. Winham on a number of projects. He feels the Village has a long way to go in the flood recovery efforts, and D. Winham's efforts are important this process. N. Howell-Sherman stated it has been helpful to have D. Winham on board to be proactive in looking at our community post flood.

K. Miller asked to whom D. Winham is accountable. She has an issue with using taxpayer dollars to pay his contract and does not feel there is any accountability to the Select Board. R. Ellis suggested that the Select Board can discuss this concern, but that D. Winham is fulfilling the role for which he was hired. It was clear when he came that his purpose was to help investors and businesses in Waterbury and advocate on their behalf. J. Grenier feels D. Winham is doing a great job and advocated for extending his contract. C. Viens feels D. Winham is somewhat accountable to the Select Board especially since it is the Board's decision whether or not to renew his contract. D. Winham has created a Local Development Corporation and is serving in the role as its Executive Director. He was contracted to get this type of corporation in place. Once LDC is up and running the Town will need to decide whether or not to continue to fund this position.

It has been suggested to have D. Winham work only 20 hours per week from July to December in an effort to cut some money from the budget. D. Winham stated he does not pick and choose projects; he runs them by the LDC and talks with Select Board members.

He believes they are making a lot of progress and would like to stay another 18 months at half time starting July 1st. C. Nordle asked if this is a sufficient amount of time to get done what he hopes to accomplish.

Last week, the Manager suggested that the costs for his contract be paid for by the Town. R. Ellis asked the Trustees if they would continue their funding through June 2014, and then from July to December his hours would reduce to 20 per week at roughly \$18,000 for the Town and \$9,000 for the Village (a 2 to 1 ratio). She suggested the Trustees could use their UDAG funds to pay their share. The Town's share would have to be paid for by the taxpayers, in the amount of \$52,000 for 2014. She asked if the Village is willing to continue using UDAG money to pay for this position. The Trustees agreed to fund \$18,000 up to July 1st. They would like the Town to pay for July through December. Alternatively, the Trustees feel a ratio of 3.5 to 1 is more appropriate, or a Village share of \$5,700. The Trustees agreed to round this amount to \$6,000. Any issues concerning who he reports to our how he reports should be included in his contract.

N. Howell-Sherman made a motion to authorize the expenditure of \$6,000 towards an extension of his contract from July 1st to December 31st, 2014. The motion was seconded by L. Sayah and passed unanimously.

The meeting of the Trustees adjourned at 8:30pm.

MANAGER'S ITEMS

R. Ellis distributed and reviewed a summary of the operating budget, showing a 37.69 cent tax rate. The amount of money that the Library contributes from their Trust fund was discussed. K. Miller asked what was included in the \$55,000 new equipment line item under the Fire Department. New equipment includes SCBA equipment, gear, security system, rescue truck tools, and other equipment. The boat motor is included in the vehicle maintenance line item. The building maintenance line item was reviewed. C. Viens asked if the rescue truck was included in the budget and W. Shepeluk indicated that it is included in the CIP. He suggested it is a good time to take a look at all vehicle estimates in the CIP. A discussion of the vehicle CIP continued and whether or not to defer purchases.

The tax rate was lowered by 3 cents from last week, primarily due to an increase in the PILOT payment revenue, moving \$65,000 to fund B. Farr's position into the bond cost, reducing the Town's share of D. Winham's contract \$54,000, and W. Shepeluk went through the budget line by line over the weekend. The tax rate should go up a little as the Town is assuming the dispatching cost for WASI. W. Shepeluk recommended an article on the warning to allow for borrowing from the Tax Stabilization fund.

C. Nordle made a motion to approve the budget as presented with minor revisions discussed earlier in the evening. The motion was seconded by C. Viens and passed unanimously.

C. Nordle made a motion to approve the Duxbury fire services contract dated January 27, 2014 in the amount of \$102,663 for the period April 1, 2014 through March 31, 2015. The motion was seconded by K. Miller and passed unanimously.

WARNINGS

The Warning for the Annual Town Meeting was reviewed and discussed. After minor revisions, K. Miller made a motion to approve the Warning of the Annual Town Meeting of the Town of Waterbury on March 4, 2014. The motion was seconded by C. Nordle and passed unanimously.

The Warning for the Special Meeting of the Town of Waterbury on March 4, 2014 (bond vote) was reviewed and discussed. After minor revisions, C. Nordle made a motion to approve the Warning for the Special Meeting of the Town of Waterbury on March 4, 2014. The motion was seconded by C. Viens and passed unanimously.

TOWN CLERK'S ITEMS

C. Viens made a motion to approve the minutes of the January 20th meeting. The motion was seconded by K. Miller and passed unanimously.

C. Nordle made a motion to approve the liquor licenses for Sunflower Enterprises, Barwick Corporation, and Kinney Drugs; and the tobacco license for Kinney Drugs. The motion was seconded by K. Miller and passed unanimously.

The being no further business, the meeting was adjourned at 9:40pm.

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: February 3, 2014