

**Waterbury Select Board Meeting  
May 5, 2014  
Main Street Fire Station**

Present: C. Nordle, Chair; J. Grenier, C. Viens, and D. Schneider, Select Board; W. Shepeluk, Municipal Manager; B. Farr, Long Term Economic Recovery Director; A. Imhoff, ORCA Media; and C. Lawrence, Town Clerk.

Public: Everett Coffey, Mo Lavanway, Theresa Wood, Chris Wood, and Luke Shullenberger.

The meeting was called to order at 7:03pm.

**REVIEW AGENDA**

Under Municipal Building Items, C. Nordle added a discussion on the public hearing scheduled for Thursday night. Under Manager's Items, W. Shepeluk will discuss a Green Lantern solar project and some paving items. Minutes from the April 21<sup>st</sup> and April 24<sup>th</sup> meeting are not ready for approval.

**PUBLIC**

None

**DUXBURY FIRE CONTRACT**

Mo Lavanway was present on behalf of the Duxbury Select Board to discuss the Duxbury Fire Contract. He is the Chair of the Duxbury Fire Committee and they are exploring less expensive options for fire services. They have looked at the budgets for Moretown and Bolton. He would like to see a smaller bill sent from Waterbury versus Duxbury starting their own department, and reviewed the Town of Duxbury payments to Waterbury over the last several years. He asked the Select Board to consider pricing the bill to Duxbury based on the expenses associated with the Main Street Fire Station only. W. Shepeluk explained the formula by which the payment is calculated. There was a large jump in Duxbury's payment in 2012 due to the debt service on the new fire stations, which will be in existence until 2013. J. Grenier suggested looking at some of the budget items. The contract runs from April 1<sup>st</sup> to March 31<sup>st</sup>, and the contract for this year has been signed. M. Lavanway would like to report back to his Board within 2 months.

E. Coffey commented that there is a lot to starting a fire station, and that the Waterbury fire department has a lot of knowledge through the training they have received. C. Nordle stated it is a significant challenge to start a fire department.

**MUNICIPAL BUILDING ITEMS**

Responses to the Phase II RFP were due on April 25<sup>th</sup>, and four proposals were received. B. Farr distributed a summary of the proposals. All proposals cover the work that was requested. C. Nordle reviewed the cost for each of the four firms and stated that the main difference in cost appears to be tied to the amount of geotechnical borings that will be done. J. Grenier commented that he has some experience with the subcontractors some of these companies will use and prefers the proposal from KAS out of Williston. B. Farr pointed out that the Weston and Sampson proposal did not mention cost estimates for remediation which was one of the items requested in the RFP. The Town equipment may be available to dig the test pits, which would reduce the cost. T. Wood asked to what extent the company chosen can use previous data. C. Nordle responded that the prior studies were used to generate the Phase I report and the prior studies were also available to Phase II RFP responders. Phase II requires more work than was previously completed.

J. Grenier made a motion to authorize W. Shepeluk to sign a contract with KAS in Williston VT for a cost not to exceed \$23,500, with the provision that he negotiate the use of the Town equipment and establish a time frame for the work. The motion was seconded by D. Schneider and passed by those present.

A proposed lease between Green Mountain Power and the Town of Waterbury for community gardens was discussed. The proposed price is \$700 for the first year. B. Farr stated that GMP would like to move towards a purchase and sales agreement. There was a community gardener's meeting on April 23<sup>rd</sup>. Chad Ummel has offered to have the Recreation Committee oversee the creation of a gardener's handbook. Some gardeners have asked for the soil to be tested on the substation site. It might be possible to acquire grant funding to purchase the property.

J. Grenier made a motion to authorize the Municipal Manager to sign the one year lease for \$700 between GMP and Town of Waterbury to lease 3.81 acres of land at the end of Winooski Street, as described in the lease, for community gardens. The motion was seconded by C. Viens and passed by those present.

C. Viens asked what would happen if soil testing came back positive. B. Farr stated that it would be prudent for the Town to test the soil prior to any purchase, particularly where the substation is. T. Wood stated she is pleased to see a fee structure, and that gardeners can do their own testing. C. Nordle had some suggested edits to the draft gardener's lease agreement.

T. Wood asked if the community gardens are now a Town sponsored program, and asked the Select Board to make a conscious decision as to whether or not it is a Town program. C. Nordle stated that the Board is just looking at the 2014 season, but the Town will need to decide next year whether to continue the gardens and how to handle the gardens. J. Grenier made a motion to approve the fees as outlined in the draft of the gardeners handbook in amount of \$15 per year for a 20 x 20 plot (with an additional \$5 for a nonresident), and \$25 per year for a 20 x 30 plot (with an additional \$5 for a nonresident) for the 2014 planting season. The motion was seconded by D. Schneider and passed by those present.

B. Farr gave an update on the status of grant applications. Two grants were being reviewed last week; the first was a downtown grant for \$100,000 of which \$85,000 was for site work at the Jane's site. The question was asked as to the status of the rescission vote, and the grant opportunity was denied as the funding picture was in question. This grant opportunity can be reapplied for next spring. The second grant in the amount of \$10,500, for an electric vehicle charging station, was approved. There are 4 hazard mitigation planning grants in the works. C. Nordle expressed frustration that the rescission vote was of great significance in the grant decision.

B. Farr distributed a draft of an ad for the Waterbury Record and some minor edits were suggested.

B. Farr reviewed the upcoming schedule of meetings. The Board discussed if all Select Board members need be present at all meetings.

The Board discussed the flow of the public hearing scheduled for Thursday May 8<sup>th</sup>. C. Nordle suggested a similar format as the last public hearing. B. Farr suggested a slide or two on what the rescission means, and a slide of the sample ballot.

**TOWN MANAGER'S ITEMS**

W. Shepeluk distributed a draft of the entertainment permit for the Crossroads Motorcycle Rally scheduled for July 18<sup>th</sup> and July 19<sup>th</sup>. Chris Wood was present and provided a site plan. Last year, there were about 1,200 participants. They are again planning to provide alcohol through a vendor.

There are no changes in the permit from the prior year. D. Schneider made a motion to approve the entertainment permit between the Town of Waterbury and Crossroads Motorcycle Rally for the dates included in the permit. The motion was seconded by C. Viens and passed by those present.

There is a Village solar project up on Sweet Road that is underway. There may be some excess production capacity at that facility, and the Town is the proposed recipient. This will require a contract. L. Shullenberger explained the process and stated the array will provide additional capacity. The Town will need to sign an agreement and the total net savings on an annual basis will be \$1,400 to \$1,500. J. Grenier made a motion to authorize W. Shepeluk to sign the agreement with Green Lantern. The motion was seconded by D. Schneider and passed by those present.

W. Shepeluk gave Board an update on the Waterbury Center Cemetery Association. The Association has disbanded and is in the process of having the assets turned over to the Town. The Town is now responsible for maintaining the cemetery, performing grave opening and closings, etc. The Commissioners would like to hire the recreation director to perform mowing, and he may be willing to act as the cemetery's sexton. W. Shepeluk feels this is a good fit without a huge cost to the community.

C. Nordle asked when the Waterbury Center Cemetery funds would be turned over to the Town, and whether or not an audit is required. Commissioners are working on setting up a fee structure and operating by-laws.

W. Shepeluk and A. Tuscany have been working on a paving plan. W. Shepeluk reviewed some areas on Stowe Street that need attention at an estimated cost of \$78,315. There is class 2 paving money available, and the Town has received a verbal commitment that they will receive some of the class 2 allotment. W. Shepeluk also reviewed areas of concern on Main Street. The total cost for Main Street is \$57,525, and staff is working with the State to try to receive some funding. W. Shepeluk asked for the Board's permission to perform the work. C. Nordle stated that discussions have to continue with BGS about Main Street, given increasing construction at the State Complex. C. Viens asked about the cost of running a grinder over Main Street and whether this would provide a cost savings. C. Viens made a motion to authorize W. Shepeluk to move forward with Main Street and Stowe Street paving projects as proposed and continue to seek class 2 funding for Stowe Street, and funding from either BGS or AOT for Main Street, and to get an opinion from the Public Works Director as to whether grinding would be more effective on Main Street and if so, report back to the Board. The motion was seconded by D. Schneider and passed by those present.

There being no further business, the meeting was adjourned at 9:45pm.

Respectfully submitted,