

**Meeting of the Waterbury Select Board
July 21, 2014
Main Street Fire Station**

Present: C. Nordle, Chair; K. Miller, J. Grenier, C. Viens, and D. Schneider, Select Board; W. Shepeluk, Municipal Manager; A. Tuscany, Public Works Director; M. Orso, Waterbury Record; A. Imhoff, ORCA Media; and C. Lawrence, Town Clerk.

Public: Dan DeSanto, Margaret Luce, Everett Coffey.

The meeting of the Select Board was called to order at 7:04pm.

APPROVE AGENDA

D. Schneider made a motion to approve the agenda as presented. The motion was seconded by K. Miller and passed unanimously.

CONSENT AGENDA ITEMS

K. Miller made a motion to approve the consent agenda items. The motion was seconded by D. Schneider and passed unanimously.

PUBLIC

E. Coffey asked to speak to the agenda item 'Land Conversion Issues' at the appropriate time.

APPOINTMENT OF LIBRARY COMMISSIONER

M. Luce stated that Megan Rivera has resigned as Library Commissioner. The vacancy was advertised and five very well qualified applicants responded. The person that the Commissioners best felt would serve the library and community at this time is Dan DeSanto and he has public library experience.

D. DeSanto stated that the library is at a crossroad and it is a very important time for the library. He looks forward to helping the library during the transition into the new building. The first priority is the capital campaign, and he has worked with Friends of the Library to design a Facebook page and a website. He is a librarian at the University of Vermont, and has a tie to the State Library Association.

K. Miller made a motion to appoint Dan DeSanto as Library Commissioner for a term ending March 3, 2015. The motion was seconded by J. Grenier. C. Viens abstained from the vote, and the motion passed.

C. Nordle thanked Megan Rivera for her time on the Commission and for all of her hard work.

PARKING COMMITTEE UPDATE

D. Schneider stated that the committee is identifying current parking spaces, to be put on a excel schematic. At the beginning of August, they will start looking a parking space usage. A parking study was done around 1998, and they will be reviewing that study.

C. Nordle asked if the committee has looked at the Stantec maps of Main Street, and D. Schneider responded in the affirmative. C. Nordle stated that current spaces are not guided or engineered, as are the post construction Main Street. J. Grenier asked if the committee

would look at new parking lots, or paving some existing lots. This has not yet been determined.

C. Nordle stated that during major events in the Village, parking on Railroad Street needs to be considered, as there was only one lane accessible.

MUNICIPAL BUILDING ITEMS

W. Shepeluk gave a brief update of the Design Committee meeting. He stated there are some parts of the foundation of the building that are in the floodplain, although all of the occupied space is above the 500 year flood plain. VIA has written a letter that came this afternoon that explains the issue, to be distributed to the Board at a later date. Staff met with a representative from CDBG last week and performed a site walk. Changing the position of the library portion of the building was reviewed, but this caused a different set of issues. There was an ad in the Times Argus on Saturday notifying the 8-step process, which then requires a 15 day period. The whole process should take 60 days; therefore the grant agreement cannot be executed until the end of the 60 day period. This will delay the selection of a construction management team, but work is ongoing on the permit applications. A discussion followed with regard to some design alternatives.

C. Nordle reviewed the land conversion process. G. Griffith and E. Coffey have submitted comments to Ed O'Leary, to which W. Shepeluk responded. The review has been closed under G. Griffiths set of concerns. In the meantime, the Town has been asked to respond to concerns raised in a letter from E. Coffey.

The concerns raised by E. Coffey involved some covenants on the property. W. Shepeluk reviewed the history of the Dac Rowe property, and its change in ownership from the School District to the Town. In the quitclaim deed, there is language that the Town of Waterbury agrees to continue the recreation use of the property, or any other use that does not compromise this intent. C. Viens stated that there is no recreation where the building will be situated. C. Nordle stated that if more parking was needed to support recreational use, this would be an appropriate use. W. Shepeluk will draft a response to the Parks Service.

E. Coffey reiterated that the restriction runs on the property. He feels the appraisals done on the property behind the library and armory, which came out as equal value, were ridiculous.

The draft Historical Society MOU was distributed and discussed. One open issue is whether the lease will be for 99 years. W. Shepeluk asked for an opinion from Paul Giuliani. Concerns were raised about future maintenance, repairs, and renovations, which the Select Board may wish to address. There is no issue with the length of the lease. C. Nordle expressed the need to confirm that the space occupancy agreement is not assignable, and the allocation of build out costs. C. Nordle will work on the document and the MOU will hopefully be wrapped up at next meeting.

MANAGER'S ITEMS

Most of the costs incurred on the roundabout will be reimbursed by the federal government. There are some components that are not eligible such as water/sewer, landscaping, and lighting. The Town is required to pay all costs up front and then submit reimbursement requests to the State. This often takes at least 30 days. W. Shepeluk recommended the Board sign a note for \$1.5 million available as a line of credit, with interest to be paid at a rate of 1.2% on the funds used. The note matures on December 15, 2014.

D. Schneider made a motion to authorize a grant anticipation note of \$1.5 million at an interest rate of 1.2% per annum. The motion was seconded by C. Viens and passed unanimously.

C. Nordle indicated that he will not be at the August 4th or 18th meeting. The August 18th meeting will be cancelled as there will not be a quorum.

A. Tuscany presented a change order for the roundabout project in the amount of \$70,421. The maximum the Town will have to pay is \$7,042.10. He stated some of expenses were from the appeals process; working with attorneys, court, and mediation. There are also some underground utility changes, along with a more complex traffic management plan. A. Tuscany reviewed the details of the change order.

J. Grenier made a motion to authorize W. Shepeluk to sign change order #7. The motion was seconded by C. Viens and passed unanimously.

There being no further business, the meeting adjourned at 8:28pm.

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: August 4, 2014