

**Meeting of the Waterbury Select Board
January 11, 2016
Main Street Fire Station**

Present: C. Nordle, C. Viens, D. Schneider, and J. Brown, Select Board; W. Shepeluk, Municipal Manager; W. Woodruff, Public Works Director; S. Lotspeich, Community Planner; S. Blow, Waterbury Record; A. Imhoff, ORCA Media; and C. Lawrence, Town Clerk.

Public: Gordon Miller, Jeff Larkin, Paul Reed, Rebecca Washburn, Ken Belliveau, Patti Spence, Zoe Gordon, Sarah McShane. Chad Ummel, Kathi Grace, John Grenier, Karen Neville, Jason Gibbs.

The meeting of the Board was called to order at 7:05pm.

APPROVE AGENDA

J. Brown made a motion to approve the agenda. The motion was seconded by D. Schneider and passed unanimously.

CONSENT AGENDA ITEMS

J. Brown made a motion to approve the consent agenda items including the minutes of the January 4th meeting and liquor licenses for Hen of the Wood and Maplewood Convenience Store. The motion was seconded by C. Viens and passed unanimously.

PUBLIC

G. Miller asked that the Recreation Director position become a full-time position during 2016. He asked that the Board consider this request while working on the budget.

CONSIDER WARNING A JOINT PUBLIC HEARING FOR THE DRAFT FLOOD HAZARD AREA AND CAMPUS & DOWNTOWN AREA BYLAW AMENDMENTS

S. Lotspeich and members of the Planning Commission were present to review the Draft Flood Hazard Area and Campus & Downtown Area Bylaw Amendments. Draft #3 of the Zoning Amendments for Flood Hazard Area Regulations was approved on December 14, 2015 and Draft #2 of the Amendments to Zoning Regulations was approved on November 23, 2015. S. Lotspeich explained the process for approval of both regulations, and then highlighted some of the changes.

C. Nordle stated that the Board needs to determine whether/when to warn a public hearing, and explained various scenarios as to how applications will be reviewed in the interim. If the Board warns a public hearing, the draft regulations become live. He then expressed some concerns with the draft regulation.

Jeff Larkin of the Waterbury Area Development Committee asked the Board to take its time in warning the public hearing due to some concerns with the proposed amendments, so that they do not become effective by default. P. Reed stated that Act 250 has provided consistency in building standards statewide, and that Waterbury has to be consistent with other Towns. R. Washburn stated that Waterbury is different from many communities due to geography, and that played into some of their decision making processes.

K. Grace asked that the public hearing be warned this evening.

By consensus, the Board decided to revisit the item at the January 25th meeting.

APPOINT INTERIM ZONING ADMINISTRATOR

R. Morrison has accepted a job with another municipality and this is his last week. In the meantime, the Town will need an interim zoning administrator. The Planning Commission

will interview applicants and make a recommendation to the Select Board. J. Brown made a motion to appoint S. Lotspeich as interim zoning administrator effective January 15th. The motion was seconded by D. Schneider and passed by those present.

MANAGER'S ITEMS

W. Shepeluk previously emailed the general fund budget, of which Revitalizing Waterbury and recreation are included. He introduced Karen Nevin, Executive Director of RW to the Board. RW is requesting \$17,000 in municipal funds, which is the same as last year. K. Nevin distributed a memo detailing the requests for funds and gave a review of RW's activities during 2015 and goals for 2016. RW is also requesting \$5,500 for the Planning Department beautification line item up \$500 from last year, funding of \$53,013 for the support of the Economic Development Director, and \$10,000 for 'downtown projects, sidewalk repair/replace' under capital projects 2016.

Chad Ummel joined the meeting to discuss the recreation budget. He is employed 35 hours per week, and the time is split between the recreation department and cemetery work. The budget shows maintenance of the 35 hours, 30 for recreation and 5 for cemetery.

W. Shepeluk reviewed some of the general fund revenues related to recreation. C. Ummel explained some of the expenses budgeted for the pool, recreation programs, and recreation administration.

D. Schneider stated that he would like to see the recreation position be full-time and to budget 40 hours in 2016 with some cemetery hours. Then, in 2017 have the position be full-time recreation and determine how the cemetery needs will be met.

C. Ummel stated he would like to abolish the recreation food/vending machine income of \$1,000 as healthy snacks are offered as part of the summer food program for free.

C. Nordle asked if texting was appropriate means of communication between the staff and parents. C. Ummel stated that the phone would allow access to databases with information on each child.

W. Woodruff was present to participate in a discussion on the paving CIP budget. Two iterations were shown, with and without a paving grant for Blush Hill. W. Shepeluk explained each iteration. Both proposals result in a negative paving fund balance.

W. Shepeluk distributed the first draft of the general fund budget over the weekend, and stated it will change over the next couple of weeks. He then reviewed the revenues and expenses. The Board was sent justification for the planning budget from the Community Planner. W. Shepeluk will be working with W. Woodruff as to what it will cost to run the new municipal building.

The next meeting will be Tuesday January 19th at a place to be determined and will include the Trustees to discuss the Economic Development Director position.

RW has expressed interest in using some of the cubicles and chairs that the municipal office will no longer need. Brian Schwartz of the fire department has asked if there are any available to bring to the school where he works. C. Nordle suggested giving RW first dibs and then seeing if other non-profits need any of the furniture.

UPDATE ON NORTH HILL CELL TOWER

C. Viens expressed concern on money budgeted to fight the cell tower. W. Shepeluk gave a brief update on the project and studies that are in process. The reports will be done at the

end of January. The Board can invite the attorney for Executive Session once the reports are done to determine if they wish to continue to oppose the project.

There being no further business, the meeting adjourned at 9:55pm.

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: January 19, 2016