

**Meeting of the Waterbury Select Board
June 20, 2016
Steele Community Room ~ 28 North Main Street**

Present: D. Schneider, Chair; C. Viens (by phone) and J. Brown, Select Board; W. Shepeluk, Municipal Manager; A. Imhoff, ORCA Media; and C. Lawrence, Town Clerk.

Public: Everett Coffey, Dorianne Ceden, Steve Dodd.

The meeting was called to order at 7:13pm.

APPROVE AGENDA

J. Brown made a motion to approve the agenda as presented. The motion was seconded by C. Viens and passed by those present.

CONSENT AGENDA ITEMS

J. Brown made a motion to approve the consent agenda item including minutes of the June 6th meeting, a special event permit for North Branch Vineyards for the Waterbury Arts Festival, a first class liquor license for Thatcher Hill LLC, and outside consumption permit for Black Back Pub, and a private road name of 'Palermo Lane' off of 'Keefe Lane'. The motion was seconded by C. Viens and passed by those present.

PUBLIC

E. Coffey noted that a discussion would be held at 8:15pm on speeding on Stowe Street, and asked if speeding on Winooski Street could be discussed at the next Trustees meeting. W. Shepeluk responded that a presentation has already been made to the Trustees, and the same presentation was done at the last Select Board meeting at the Manager's suggestion. It may be time for the Town to consider helping fund public safety. At the last meeting, the Select Board made a decision to fund a speed sign to be placed on Stowe Street. E. Coffey reiterated concerns about speeding on Winooski Street.

W. Shepeluk will be meeting with staff tomorrow to determine the placement of the speed sign on Stowe Street. He has also asked staff to paint the crosswalk by East Street. He stated that the demands for public safety are increasing. Over the weekend, the State park on Reservoir Road was filled to capacity and cars were parked along the road, prohibiting people that live on the road from leaving their driveways, and causing a major public safety concern. He asked if the Select Board would consider an ordinance prohibiting parking on Reservoir Road. There will be no parking signs placed by Town staff on both sides of the road. Discussion of an ordinance will be held at the next meeting.

MANAGER'S ITEMS

B. Farr presented a draft of a letter to VTrans in support of a transportation technology grant application. The letter will be included in a grant application package being prepared by VTrans and Stantec, focusing on the establishment of a Multimodal Integrated Corridor Management System along Interstates 89 and 91. J. Brown made a motion authorizing the Manager to sign the letter of support. The motion was seconded by C. Viens and passed unanimously. There is no financial match or obligation requested from the town.

B. Farr presented and explained two contracts relating to the home elevation pilot project in the historic neighborhood of Randall and Elm Streets and a single home on Union Street. The first was an archaeological resource assessment of the historic neighborhood, and the second was for a Section 106 Historic Preservation Review incorporating the work of the architectural renderings and the archaeological review that will go to the Vermont Division of Historic Preservation for their concurrence. J. Brown made a motion to authorize the

Manager to sign the contract for the archaeological consultant for \$2,575 to be covered through a CDBG Planning Grant. The motion was seconded by C. Viens and passed unanimously. J. Brown made a motion to authorize the Manager to sign the contract for the Section 106 Historic Preservation consultant for \$5,870 to be covered through a CDBG Planning Grant. The motion was seconded by C. Viens and passed unanimously.

B. Farr stated that extra engineering has been required for a home on Healy Court already in process of elevation, and anticipates that additional engineering will be required for the historic homes that decide to move forward with their elevations once the historic review is completed. B. Farr requested that an amendment to the Weimann Lanphere contract be considered to add engineering and architectural renderings that may be needed under their existing contract also covered by grant funds as previously approved. J. Brown made a motion to authorize the Manager to amend the existing contract with Weimann Lanphere to allow for additional architectural renderings and engineering scope of work, as needed, not to exceed the budgeted grant amounts. The motion was seconded by C. Viens and passed by those present.

At the last meeting, the Board authorized the paving of Hollow Road and Blush Hill Road. C. Viens had requested that High Street be repaired with a spray insulation procedure. W. Shepeluk reviewed the attached estimates showing various paving scenarios using foam installation, the least of which was \$132,808. The estimate for reclamation was \$86,600 with 5 inches of asphalt or \$79,500 with 4 inches of asphalt.

A discussion then followed as to how the road should be repaired and at what expense. C. Viens stated he was looking for a solution to eliminate future costs. W. Shepeluk stated that the Board can choose to deficit spend in the CIP, but emphasized that paving on Hollow Road and Blush Hill has to be done this year. D. Schneider stated that he is not opposed to the new method, but the Board did not budget for it this year. He suggested that the 2017 budget include paving a street with spray insulation process. D. Schneider suggested going with the original design, without the spray insulation. J. Brown concurred.

J. Brown made a motion to approve the reclamation project for High Street as originally proposed. The motion was seconded by C. Viens and passed unanimously.

The North Hill Cell Tower item moved to later in the meeting as W. Shepeluk asked for executive session.

W. Shepeluk reported to the Board that Debbie Fowler was offered the job of Recreation Director, and she has accepted the position.

FOLLOW UP DISCUSSION ON THE ISSUE OF SPEEDING ON STOWE STREET

W. Shepeluk stated that staff is looking at a permanent speed reading sign to be installed on Stowe Street. He plans to meet with some members of the staff to look at the equipment specifications and determine where the equipment should be installed. W. Shepeluk asked the Public Works Director to get the crosswalk painted. D. Schneider asked to get an opinion on speed tables.

S. Dodd emphasized that there has to be a deterrent to speed, other than a speed sign. D. Cedeno echoed S. Dodd's concerns and asked where to go next to ensure that Stowe Street becomes permanently safer. W. Shepeluk stated that the Community Planner will attend the planned meeting to discuss how to make Stowe Street more pedestrian friendly. He suggested that she meet with S. Lotspeich to perhaps get on a Planning Commission agenda. J. Brown suggested that a bike/pedestrian study could be done on the street with the help from the Regional Planning Commission.

**SCHEDULE JOINT MEETING FOR PERSONNEL HANDBOOK AND DISCUSS
TIMEFRAME/PROCESS FOR EVALUATION OF MUNICIPAL MANAGER**

D. Schneider would like to schedule a joint meeting with the Trustees in the near future to finalize the personnel handbook and perform the evaluation of the Municipal Manager. W. Shepeluk suggested looking at the new model personnel policy from VLCT and see how it compares to the work done to date. He will review prior to the joint meeting.

At 8:27pm, J. Brown made a motion to move into Executive Session for the North Hill Cell Tower agenda item to discuss litigation where advanced public information would be detrimental to the interest of the Town. The motion was seconded by C. Viens and passed unanimously.

The Board came out of Executive Session at 8:40 and took no action.

There being no further business, the meeting adjourned at 8:41pm.

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: July 5, 2016