

**Meeting of the Waterbury Select Board  
December 5, 2016  
Steele Community Room ~ 28 North Main Street**

Present: D. Schneider, Chair; J. Brown, C. Nordle, C. Viens, Select Board; W. Shepeluk, Municipal Manager; Anne Imhoff, ORCA Media

Public: Everett Coffey, Sharon Sisler

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

**APPROVE AGENDA**

J. Brown made a motion that was seconded by C. Viens to approve the agenda. The motion passed unanimously.

**CONSENT AGENDA ITEMS**

J. Brown made a motion to approve the consent agenda items. The motion was seconded by C. Viens and passed unanimously.

**PUBLIC**

E. Coffey commented that he was “disenchanted” with the decision to replace the Right-of-Way fence near the roundabout. Given that VTRANS has said the town will have to take responsibility for the new fence, he believes it should not be changed. In addition, he thinks a bad precedent has been set, allowing private individuals to raise money to make changes to public facilities. Don Schneider reiterated his belief that the decision to move forward with the fence was made last spring when Kristen Kassis received approval from the board to raise money from private donation for this project. C. Viens stated he did not understand a decision had been made, but by consensus the board agreed the issue had been decided and that the town was ready to move ahead with the project.

C. Nordle joined the meeting at 7:13

**CONSIDER RECOMMENDATION TO HEALTH OFFICER FOR DEPUTY HEALTH OFFICER**

J. Brown nominated Beth Ann Maier to the position Deputy Health Officer. The motion was seconded by C. Nordle and passed unanimously.

**DISCUSSION OF CAMPAIGN SIGNS IN TOWN HIGHWAY RIGHT-OF-WAY**

Sharon Sisler owns property at 24 North Main and Winooski Streets. She requested the passage of a town policy to ban lawn campaign signs from the town highway rights-of-way. C. Nordle suggested there should be a written policy regarding campaign signs in highway rights-of-way. The Board unanimously agreed to develop a policy to prohibit campaign signs in highway rights-of-way and to seek advice or a model policy from VLCT.

**MANAGER'S ITEMS**

W. Shepeluk distributed the 2015 audit report that had been prepared by William Yacavoni, CPA. Shepeluk reported that requirements for presenting financial statements had changed. The new standards require that the town's accounting for

the highway fund, the library fund and some of the reserve funds be combined and be considered as part of the town's general fund. The newly combined general fund balance at 12/31/15 was \$89,982. The library and highway fund balances, as formerly independently accounted for were within \$1,000 or so of the balance shown by the manager in last year's town report. The formerly independently reported general fund balance was \$17,725 rather than minus \$38,115 as reported by the manager. A better than expected collection of delinquent taxes in the first two months of 2016 explains the difference. As the agenda for the joint meeting scheduled for December 14<sup>th</sup> is already full, it is unlikely that the select board or trustees will meet with the CPA to review the audit reports. Shepeluk recommended that the chairpersons of both boards should call Mr. Yacovoni, perhaps before the manager's evaluation, to make sure the town and village finances are being properly managed and accounted for by staff.

W. Shepeluk discussed with the board potential capital expenses in 2017. He distributed lists of vehicles and equipment and their prospective replacement dates that had been prepared by the highway superintendent and the fire chief. The manager particularly pointed to the need to replace the road grader and the fire department's tower truck. Both are expensive items and purchasing both in one year may be difficult, especially given that paving and other infrastructure projects have not yet been considered. More discussion will take place in January during budget preparation meetings.

There was a brief discussion of the 2017 budget process. Shepeluk provided a handout with a summary of 2016 spending and some explanation of same. The board agreed that the manager should provide an extensive first draft of a budget, containing his recommendations, at the board's first meeting in 2017, which will be held on January 9<sup>th</sup>.

### **SCHEDULE FUTURE MEETINGS**

Don Schneider reported that the board would meet jointly with the trustees on Wednesday December 14<sup>th</sup> at 7:00 p.m. to hear a report on the parking study that the trustees commissioned this year, the economic development strategic plan and the evaluation of the municipal manager. On that same date at 6:00 p.m. the board of abatement for the town and village will meet to hear several requests for tax abatements.

D. Schneider also reported the need to meet with the Rec Committee to discuss their governance document and their recommendations for increases to the facility use fee schedule. C. Nordle recommended the fee schedule simply be adopted by the select board after considering the committee's recommendations for it. A suggestion was made that the governance document can wait until after budget time.

The board agreed to hear a brief report from John Malter on January 9<sup>th</sup> concerning the Mad River Resource Management Alliance.

The manager presented some information to the board about a tax sale that will take place on Thursday December 8<sup>th</sup>. Chris Nordle made a motion finding the board had determined that premature general public knowledge of this legal matter

would place the municipality or a member of the public at a substantial disadvantage. Jane Brown seconded the motion and it was passed unanimously. Chris Nordle made a motion, given the board's finding, that it enter into executive session to negotiate the terms of a potential purchase of real estate. Jane Brown seconded the motion and it was passed unanimously. The board then entered executive session at 8:35 p.m.

The board left executive session and reentered open session at 8:46, having taken no actions in executive session. There was no further discussion about the tax sale.

C. Nordle left the meeting at 8:48 to avoid potential conflicts of interest related to the next agenda item.

#### **UPDATE ON NORTH HILL CELL TOWER**

The manager reported to the board that about \$55,000 has been spent to date for consultants and legal fees in the town's attempt to stop the issuance of a Certificate of Public Good to Verizon, Inc. for a cell tower proposed for North Hill. In addition, he reported that the schedule of depositions and hearings has been pushed back a few weeks. The technical hearing by PSB is now scheduled for March 6, 2017. The town's attorney is trying to move that date back a bit as March 6<sup>th</sup> is the day before town meeting.

There being no further Select Board business, the meeting adjourned at 8:55 pm.

Respectfully submitted,

William Shepeluk, Municipal Manager

Approved on: January 9, 2017