

**Meeting of the Waterbury Select Board  
January 16, 2017  
Steele Community Room ~ 28 North Main Street**

Present: D. Schneider, Chair; C. Viens; C. Nordle, J. Brown and M. Frier, Select Board; W. Shepeluk, Municipal Manager; S. Lotspeich, Community Planner; Deb Fowler, Recreation Director; Anne Imhoff, ORCA Media; and C. Lawrence, Town Clerk.

Public: Gary Dillon, Hershell Murry, Bill Minter, Everett Coffey.

The meeting was called to order at 7:00pm.

**APPROVE AGENDA**

M. Frier made a motion to approve the agenda as presented. The motion was seconded by C. Viens and passed unanimously.

**CONSENT AGENDA ITEMS**

C. Viens made a motion to approve the consent agenda item of the minutes of the January 9<sup>th</sup> meeting; liquor licenses for Cold Hollow Cider Mill, Barwick Corporation and Waterbury Grocery; and to appoint the Municipal Manager as the voting delegate at the February 15<sup>th</sup> VLCT Special Business meeting. The motion was seconded by J. Brown and passed unanimously.

**PUBLIC**

W. Shepeluk let the Board know that the work on the acoustic tiles has started in the Steele Community Meeting room. The project should be completed later in the week.

**BUDGET DISCUSSION**

W. Shepeluk distributed budget information to the Board on Saturday. The budget in the Planning and Zoning Department shows a net increase of \$14,495. His memo, dated January 14, 2017 explains the reasons for the increase (attached).

S. Lotspeich distributed copies of the 2017 Work Plan. He reviewed the projects as contained in the Work Plan (attached). A discussion was held with regard to the four homes remaining in the HMGP home elevation project, as explained under the Floodplain Management Program work plan. C. Nordle asked how much money was included in the budget for this project in 2017. There is no money in the budget but there is staff time involved. C. Nordle envisions abandoning this project if there are necessary budget cuts. W. Shepeluk indicated that he would present the Board with a good idea of what the tax rate will be next week. A discussion was held about what the Board would like to see in terms of a tax rate. This will be revisited later in the meeting. S. Lotspeich continued reviewing the projects in the Work Plan.

S. Lotspeich then reviewed the proposed budget for 2017 (attached). The budget is a pretty much a maintenance budget. C. Nordle asked if the beautification budget should be increased. RW will be present next week to request their funding. C. Nordle would like the Manager to discuss the \$17,000 line item with RW prior to next week. M. Frier asked about the Zoning and Planning fee structure. S. Lotspeich responded that fees were reviewed about 3 years ago and that the fees are in par with other municipalities.

G. Dillon was present to speak to the Fire Department budget (attached). The budget is about \$5,600 higher than that of last year. There is a question as to the dispatching expense which is being explored. G. Dillon reviewed several of the expense line items, and stated that since call volume has decreased, the wear and tear on the equipment is less. Discussion continued on several of the expense line items.

C. Nordle asked about equipment replacement and the order of magnitude in savings to keep an eye on potential equipment availability. G. Dillon stated that the tower truck is 38 years old and the Town has owned it for 22 years. It is need of replacement. W. Shepeluk gave a history of the Capital Improvement Plan. The Fire Department would like the authority to purchase the vehicle and then shop around for the best deal. The authority stays in place until revoked. There is enough money in the CIP's to purchase the truck and the tax rate will not be affected in 2017. Money has been put aside for these types of purchases. C. Nordle stated he would like to ask for the authority to purchase the truck, and at some point discuss if any of the money should be borrowed. C. Viens asked if a cooperative agreement could be made with neighboring towns. It was stated that it is difficult to make these types of agreements with public safety vehicles. By consensus, the Board decided to move forward with asking the voters for authorization to purchase a tower truck.

W. Shepeluk discussed the fire contract with the Town of Duxbury in the amount of \$108,620, based on the formula used in years past. J. Brown made a motion to approve the fire contract for the Town of Duxbury. The motion was seconded by C. Nordle and passed unanimously.

D. Fowler was present to discuss the recreation budget. There is approximately a net increase of \$23,205 in the recreation budget (see attached). W. Shepeluk reviewed the budgets for 3 departments (pool, programs and buildings).

D. Fowler explained the increase in training costs in that the training had been pulled back in previous years. There is a line item for an online registration program that will allow the users sign up for programs and facilities. The program will interface with our accounting system to generate invoices. In the future, the Town will work with the bank to incorporate credit card payments. The program will be very helpful for marketing and ease of registration. By consensus, the Board authorized the purchase of the software.

W. Shepeluk explained that there will be a public forum on Thursday to review proposed increases in recreation fees. It is proposed that the fee increases be gradual.

E. Coffey asked about the financing for the proposed pavilion on Dac Rowe field. W. Shepeluk stated that this is part of the CIP budget that will be discussed next week. It was in the budget last year for \$35,000. Some revenue will be generated from rental of the pavilion.

There being no further Select Board business, the meeting adjourned at 9:12pm.

Respectfully submitted,

C. Lawrence, Town Clerk

Approved on: January 23, 2017