

**Joint Meeting of the Waterbury Select Board & Village Trustees
January 23rd, 2017
Steele Community Room ~ 28 North Main Street**

Present: D. Schneider, Chair; C. Viens, J. Brown and M. Frier, Select Board; P. H. Flanders, Village President; N. Sherman and L. Sayah, Trustees; W. Shepeluk, Municipal Manager; S. Lotspeich, Community Planner; W. Woodruff, Public Works Director; Celia Clark, Highway Supervisor ; Anne Imhoff, ORCA Media; L. Bealieu, Waterbury Record; and C. Lawrence, Town Clerk.

Public: Jeff Larkin, Zoe Gordon, Karen Nevin, Theresa Wood, Melissa Gorham.

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

APPROVE AGENDA

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

CONSENT AGENDA ITEMS

M. Frier made a motion to approve the consent agenda item of the minutes of the January 16th meeting; and liquor licenses for Black Back Pub and Waterbury Legion Homes. The motion was seconded by C. Viens and passed unanimously.

PUBLIC

No public comment.

JOINT BOARD ITEMS

P. H. Flanders explained that the Trustees had asked the Select Board to share in the cost of a parking study last year. The Select Board did not agree to fund part of the study in the 2016 budget. The Trustees again asked for one half payment of the study in the amount of \$6,671. The Trustees also asked the Select Board to fund one half of the cost of parking enforcement in the amount of \$2,870. D. Schneider asked if the money could come out of the 2016 budget. W. Shepeluk stated that the work was done in 2016 and payment could be posted back. Posting this expense back would cause a negative fund balance of approximately \$20,000. This will affect the tax rate slightly. M. Frier asked about revenue generated from parking tickets. W. Shepeluk responded that there was some revenue, but the main purpose of the enforcement officer was to keep cars moving. The parking study was a one-time event, and parking enforcement will be on going.

Last year, \$4,200 a month was paid from April to December to RW to fund the Economic Development Director. The request for 2017 is to fund \$4,200 through March and \$4,300 from April to December for a total request of \$51,300. K. Nevin was present and reviewed additional funding requests for RW, including \$17,000 for operating dollars to help run RW. The second request is for Economic Development services as described above. She reviewed some of the activities of the EDD during 2016. The third request is a \$5,500 line item in the Planning Department beautification line item. RW would like the Town to consider designating \$10,000 in the Downtown Projects, sidewalk repair/replace in the Capital Improvement fund. D. Schneider asked if there has been an evaluation process for the Economic Development Director, or any other form of support. Jeff Larkin meets with Zoe Gordon biweekly as the chair of WADC. The Trustees stated that they support the position.

Z. Gordon stated that she will be moving at the end of May and will resign from the position at that time but would like to be involved in the transition. W. Shepeluk stated that he believes the money should still be budgeted for the position, in the amount of \$51,300.

P. H. Flanders stated that the Village contributed \$23,000 last year. The current split is 46.35% of the cost for the Village and 53.65% for the Town. He believes that the Town should totally fund the position, and stated that the Village is not planning to fund any of the position. Last year the Town paid \$26,975. The amount budgeted in the Town for 2017 is \$27,525, and the Town would have to pay an additional \$23,775 to entirely fund the position.

The Boards contemplated pay increases in 2017. W. Shepeluk stated that the cost of living increase through December is 2.1%. He has built a budget that contains a 2.5% increase for both Town and Village employees.

C. Viens asked the Board members to consider giving up the stipend they are paid. W. Shepeluk stated that in the past, Board members may have had an expense to attend meetings. If individual Board members do not wish to be paid, they can indicate that privately.

The Trustees adjourned at 8:05pm.

CONSIDER REQUEST FROM FRIENDS OF WATERBURY RESERVOIR TO APPLY FOR GREETER PROGRAM GRANT

S. Lotspeich was present to discuss the Greeter Program at the Waterbury Reservoir. The goal of the program is to prevent nuisance aquatic weeds from getting into the reservoir. S. Lotspeich reviewed the grant and indicated that there is no Town match. He recommended that the Board authorize the Manager to sign the grant application to the State of Vermont for the Greeter Program on behalf of the Friends of the Waterbury Reservoir for a total grant request of \$3,500, which will pass through the budget. M. Frier made a motion to authorize the Manager to sign the agreement for \$3,500 for the Aquatic Nuisance Control Grant. The motion was seconded by J. Brown and passed unanimously.

BUDGET ITEMS

C. Clark and W. Woodruff were present to review the highway budget. The proposed budget is \$1, 597,198. C. Viens asked some specific questions on the budget. A discussion was held about the proposed purchase of a new grader. The time that is attributed to each Department for the Public Works Director was discussed.

The Capital Improvement budgets were discussed. Major CIP spending is recommended during 2017 with potentially some borrowing. Under the paving CIP, there is \$316,000 budgeted. The Manager reviewed the paving CIP in detail. D. Schneider expressed concerns about affordability in relation to whether or not certain roads need to be paved and whether or not foam application should be used. D. Schneider expressed interest in keeping the tax rate the same as last year.

W. Shepeluk reviewed the General Fund, Highway Fund and Library Fund. If adopted as presented, with a 1% increase in the grand list, the tax rate will be level to that of last year at 45 cents. With no increase in the grand list, the tax rate would be 45.43 cents. The budget contains significantly more non tax revenues than the last year. He then reviewed some line items in detail. The Manager reviewed the Municipal Building Operating Fund.

The Board expressed a desire to keep the tax rate level. The position and payment to RW for the Economic Development Director was discussed. J. Brown made a motion that the Town completely fund the position of the Economic Development Director. The motion was seconded by M. Frier. C. Viens expressed concern about the turnover in the position. M. Frier feels the position helps with the growth of the grand list. The motion passed unanimously.

The request for reimbursement to the Village for the parking study and enforcement was discussed. A discussion was held as to whether to put something on the Annual Meeting warning about the Board investigating the pros and cons of a Town wide police department.

M. Frier made a motion to reimburse the Village \$9,540 for half of the cost of the parking study and parking enforcement. The motion was seconded by J. Brown. The motion passed by a vote of 3 to 1.

There being no further Select Board business, the meeting adjourned at 10:08pm.

Respectfully submitted,

C. Lawrence, Town Clerk

Approved on: January 30, 2017