

**Meeting of the Waterbury Select Board
February 21st, 2017
Steele Community Room ~ 28 North Main Street**

Present: D. Schneider, Chair; C. Viens; C. Nordle, M. Frier and J. Brown, Select Board; W. Shepeluk, Municipal Manager; B. Farr, Long Term Community Recovery Director; D. Fowler, Recreation Director; S. Lotspeich, Community Planner; A. Imhoff, ORCA Media; L. Beaulieu, Waterbury Record; and C. Lawrence, Town Clerk.

Public: Jeff Kilgore, Town Moderator; Everett Coffey; Carl Backman; Herschell Murry, Diane Gildea, Frank Spaulding, Barb Blauvelt, Paul Lawson, Recreation Committee; Joe MacLean, Attorney.

The meeting was called to order at 7:01pm.

APPROVE AGENDA

J. Brown 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 30th meeting; liquor licenses for Blush Hill Country Club, Kinney Drugs, Craft Beer Cellar, The Reservoir, Cabot Foods and Prohibition Pig; and an Application for Festival Permit for the annual Waterbury NQID celebration. The motion was seconded by J. Brown and passed unanimously.

PUBLIC

E. Coffey stated that last May the Board approved the distribution of an RFP for new fencing at the roundabout. The money has since been raised to replace the fencing. E. Coffey asked if the money raised would be channeled through the Town. W. Shepeluk stated that the Town will order the fencing and the funds raised will be given to the Town. The Town will be responsible for the maintenance of the fence. E. Coffey believes the Board did not grant permission for the replacement of the fence. D. Schneider stated that sometime after Town Meeting, Kristin Kassis will be invited to the meeting further discuss the project.

TOWN MEETING DISCUSSION WITH MODERATOR JEFF KILGORE/REVIEW AND ASSIGN TOWN MEETING MOTIONS

J. Kilgore was present to discuss Town Meeting procedures. He will be posting some Robert's Rules of Order on Front Porch Forum this week. He made a couple of suggestions from notes he made at last year's meeting: no applause should be allowed, as applause can be as intimidating as boos; and Select Board members do not need to respond to every comment from the public. Annual meeting is for members of the public to say what they need to say. M. Frier expressed that there should be an atmosphere that the Board is listening and wants to be responsive to questions. J. Kilgore will monitor the discussion and make sure that voters get their questions answered. C. Nordle stated that the Board, in the past, was open to having a discussion with the public and is concerned about closing down the interaction. W. Shepeluk stated that the Board does not have to respond to statements or opinions that voters express. C. Nordle stated that Board members need to wait to be called upon by the Moderator to comment. The same holds true at Select Board meetings with the Chair. The Board then assigned the motions for Town Meeting.

RECREATION ITEMS

D. Fowler stated that she and the Recreation Committee had a meeting with the leagues about the proposed field fee increases. A lot of the youth group activities thought the fee increases were a burden. She gave some additional feedback from that meeting. There will be increases this year and next in the day camp fees. Discussion continued about whether or not to lower youth fees. D. Fowler suggested that the fees should be reviewed every three to five years. They have not been increased since the 1990's.

D. Gildea stated that there was a meeting with the public, and they tried to take the league's opinions to heart. She stated it is difficult to delineate the cost of the fields. W. Shepeluk explained the Town owns the fields, and if the fields are utilized by groups, it costs money to maintain them. C. Nordle made a motion to approve the Recreation Committee's proposed fee schedule. The motion was seconded by M. Frier. C. Backman, President of the Clyde Whittemore Little League, stated that he feels the \$500 fee doesn't get the league much. Many of the services, like lining fields, are provided in other Towns. The motion passed unanimously.

D. Gildea gave a summary of the Recreation Committee Governance Document. It will actually be a document from the Board to provide the Recreation Committee with some structure in their authorities and responsibilities. The Board decided to consider the document at a future meeting with the new Board.

MANAGER'S ITEMS

W. Shepeluk stated that there will be a necessity hearing for the Main Street Reconstruction project. The hearing is proposed to be held on Monday May 15th, with a site walk on Saturday May 13th.

S. Lotspeich was present to update the Board on the contract for wayfinding and kiosk sign design. The Town received two proposals and the recommendation is to go with Landworks. He is recommending that the Board authorize the Manager to sign the contract. The funding of approximately \$5,000 is already contained in the budget. J. Brown made a motion to authorize the Manager to sign the contract for design and professional services with Landworks. The motion was seconded by C. Nordle and passed unanimously.

B. Farr was present to update the Board on a Downtown Transportation Grant for \$100,000 for amenities relating to the Main Street Reconstruction project (wayfinding signs, kiosks and 3 lampposts). M. Frier made a motion to authorize the Manager to submit the Downtown Transportation Grant for \$100,000 and to sign the resolution. The motion was seconded by C. Nordle and passed unanimously.

NORTH HILL TOWER – EXECUTIVE SESSION

C. Nordle recused himself from this portion of the meeting.

C. Viens made a motion that the Board find, based on the advice of counsel, that premature general public knowledge of the confidential attorney-client communications of the Town of Waterbury's legal counsel concerning the pending litigation in Public Service Board Docket No. 8601, Petition of Verizon RSA Limited Partnership, including conversations concerning legal advice, strategy, and available options, would clearly place the Town at a substantial disadvantage. The motion was seconded by M. Frier and passed unanimously.

At 8:35pm, C. Viens made a motion to enter Executive Session with the Town's legal counsel, Town Manager Bill Shepeluk, and Town Planner Steve Lotspeich to consider pending litigation in the Verizon Wireless/North Hill Tower matter and to confer with counsel concerning confidential attorney-client communications given to provide the Board with

professional legal services concerning the pending matter. The motion was seconded by J. Brown and passed unanimously.

The Board exited Executive Session at 9:45pm with no action taken.

There being no further business, the meeting adjourned at 9:45pm.

Respectfully submitted,

C. Lawrence, Town Clerk

Approved on: March 20, 2017