

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

Present: C. Viens, M. Metayer, J. Brown and M. Frier, Select Board; P. H. Flanders, L. Sayah and N. Sherman, Village Trustees; W. Shepeluk, Municipal Manager; A. Tuscany, Town & Village Engineer; A. Imhoff, ORCA Media; M. Hughes, Waterbury Record; and C. Lawrence, Town Clerk.

Public: A. Durkin and E. Coffey.

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

APPROVE AGENDA

M. Frier made a motion to approve the agenda. The motion was seconded by M. Metayer and passed unanimously.

CONSENT AGENDA ITEMS

M. Metayer made a motion to approve the consent agenda items, including the minutes of the October 2nd and October 11th meetings. The motion was seconded by M. Frier and passed unanimously.

PUBLIC

E. Coffey spoke to the unacceptable condition of the sidewalks on Winooski Street and expressed several concerns. He asked that the problems be corrected in the near future. C. Viens stated that he is aware of sidewalk issues throughout the Town and that it most likely will not be addressed this late in the year, but can be considered during budget season. W. Shepeluk stated that the issue is deferred maintenance, and that the Select Board continues to try to keep the tax rate low.

JOINT BUSINESS

2018 Health Insurance

W. Shepeluk brought both Boards attention to a memo dated October 19, 2017 on employee health benefits that was previously distributed (attached). There are cost increases in BlueCross BlueShield plans ranging from 7.7% to 11.2%, with the average increase of 9.65%. The out of pocket maximums and deductibles are increasing considerably.

W. Shepeluk gave a brief history of benefit from 2014 and recommended an increase in the stipend offered to employees of 5% over that of last year. Most employees buy a plan that costs less than the monthly stipend provided by the Town or Village. The excess is then placed in a health savings account. Over time, there has been a constant cost shift occurring between the insurance company and the employees.

P. H. Flanders stated that the Water Commissioners met earlier today and voted to go with the Manager's recommendation of a 5% increase in the monthly stipend paid to employees. In 2017, \$196,395 was budgeted for health insurance. The 2018 budget will include a line item of \$206,214, or a \$9,819 increase.

M. Frier made a motion to approve a 5% increase in the monthly benefit paid to employees. The motion was seconded by M. Metayer and passed unanimously. N. Sherman made a like motion on behalf of the Trustees. The motion was seconded by L. Sayah and passed unanimously.

Manager's Report

W. Shepeluk previously distributed the Manager's report for the month of September. A discussion was held about ongoing costs and additional projects that require taxpayer dollars.

M. Frier asked about the sale of assets related to the police department, and asked if the Trustees would be willing to hold some of the assets while the Police Services Study Committee is exploring options for future coverage. W. Shepeluk stated that Village assets will remain with the Village even after the charter change goes into effect. Some assets purchased with grant funds have to be transferred to another law enforcement agency, of which there is currently none in the Town.

C. Viens asked when there might be a Town meeting to discuss the future of police services. The intention of the Village, while the charter change will not be effect until July 1, 2018, is to eliminate the Village police department as of January 1, 2018. The Police Services Study Committee will be reporting back to the Board at their next meeting as to their findings.

P. H. Flanders thanked the Manager for continuing to provide the monthly reports.

The meeting of the Trustees adjourned at 8:00pm.

MANAGER'S ITEMS

Economic Development Director

D. Schneider previously asked that the MOU with RW for the Economic Development Director appear on the agenda. The Town was supposed to let RW know by October 1st if the Town planned to fund the position and at the meeting on October 2nd, the Board by consensus agreed that the position was important to fund especially in light of the pending Main Street Project. The Executive Director of Revitalizing Waterbury has indicated that the amount requested will not increase.

Paving Plan

A. Tuscany prepared a paving management plan several years ago. The plan, if implemented, was intended to tell the Board the annual costs to get the roads paved on a 7 year cycle. The Select Board has consistently funded the paving at less than proposed in the plan. W. Shepeluk reviewed the 2018 and beyond plan. The plan does not include any provisions for foam. The two roads in the worst shape are Loomis Hill and Maple Street to Barnes Hill. These projects are estimated at \$618,000 and \$576,000, respectively. There was \$316,000 budgeted in 2017 for actual paving with \$59,000 in debt service for a total budget of \$375,000.

A. Tuscany reviewed the criteria in putting the plan together. The projects in the plan are not prioritized, but roads are grouped by location to minimize costs of moving equipment. The Town does not have a good handle on what the costs will be on the Main Street project. The estimate for the project is \$20M of which the Town share will be \$400,000 with a share of that allocated to water and sewer. The costs will be split over three construction seasons. It is a challenge budgeting not knowing all of the variables and what are non-participating costs.

A. Tuscany suggested applying for any grants that are available and reviewed other recommendations. One area that needs work in the near future is Wisell Mountain. Maintenance issues include removal of winter sand on the road edge, tree trimming, and culvert replacement. There are some storm drains in the Village that need to be replaced.

W. Shepeluk stated that any culvert replacements on Loomis Hill should be done a year ahead of the paving. Some particular groupings of projects might be able to be completed in a year. Others (Loomis & Maple) may require borrowing to accomplish. C. Viens explained different methodologies that might be considered in construction. M. Frier stated that there might be additional funding available through investment gains in the Tax Stabilization fund, increases in PILOT payments, and that borrowing should be considered. A discussion was held as to where foam might be most productive.

M. Metayer asked about the timing of a potential bond vote. W. Shepeluk stated that a vote could be held at any time and would be binding until rescinded by the voters. A lengthy discussion was held with regard to deferred maintenance, anticipated projects and construction techniques, and funding. M. Frier stated that it would be helpful to have estimates based on difference techniques and the life expectancy of the project to make good decisions.

Traffic & Parking Ordinance

W. Shepeluk previously distributed a draft of the Town of Waterbury Ordinance Regulating Motor Vehicles and Traffic. The Village is currently the entity that has a traffic and parking ordinance. The ordinance will take effect 60 days from the date of adoption. The most critical element in the near future is the enforcement of the winter parking ban. Attorney Joe MacLean also reviewed and contributed to the draft. M. Metayer asked about the language changing 'police officer' to 'enforcement officer' and incorporation of Town stop signs. A discussion was held with regard to the timing of adoption. The Village will still have an ordinance through July 1, 2018 which will give the Manager more time to refine the ordinance.

W. Shepeluk recommended moving into Executive Session for a pending lawsuit. M. Metayer made a motion to find that general public knowledge of the details of pending litigation involving the Waterbury Grange would clearly place the Town at a substantial disadvantage. The motion was seconded by M. Frier and passed unanimously.

At 9:36pm, M. Metayer made a motion to enter into Executive Session to consider pending litigation involving the Waterbury Grange and confidential attorney-client communications made for the purpose of providing legal services to the Town, and invited the Municipal Manager and Community Planner to join the session. The motion was seconded by J. Brown and passed unanimously.

The Board exited Executive Session at 10:01pm. J. Brown made a motion to authorize the Municipal Manager and Town Attorney to execute a settlement stipulation and any other necessary documents to resolve pending litigation involving the Waterbury Grange. The motion was seconded by M. Metayer and passed unanimously.

There being no further Select Board business, the meeting adjourned at 10:04pm.

Respectfully submitted,

C. Lawrence, Town Clerk

Approved on: November 6, 2017