

Meeting of the Waterbury Select Board
August 6th, 2018
28 North Main Street

Present: C. Viens, M. Metayer, M. Frier, and N. Fish, Select Board; W. Shepeluk, Municipal Manager; N. Nadeau, Recreation Director; B. Farr, Long Term Community Liaison; W. Woodruff, Public Works Director; A. Imhoff, ORCA Media; and C. Lawrence, Town Clerk.

Public: Karen Nevin, Monica Callan.

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

APPROVE AGENDA

W. Shepeluk requested the addition of an Errors and Omissions letter from the Board of Listers dated August 6, 2018. M. Frier made a motion to approve the agenda as amended. The motion was seconded by M. Metayer and passed unanimously.

CONSENT AGENDA ITEMS

M. Metayer made a motion to approve the minutes of the July 30th meeting. The motion was seconded by N. Fish and passed unanimously.

PUBLIC

There was no public comment.

RESUBMISSION OF PLANNING GRANT FOR A FEASIBILITY STUDY FOR A COMMUNITY CENTER

B. Farr explained that the planning grant needs to be resubmitted as the original grant was turned down. M. Frier made a motion to resubmit the planning grant. The motion was seconded by N. Fish and passed by a vote of 3 – 1.

UPDATE ON RAILROAD BRIDGE ARTWORK AND ROAD CLOSURE DURING INSTALLATION

K. Nevin stated that the railroad bridge artwork is ready to be installed. The plan is to do the installation on the morning of Sunday August 26th. K. Nevin submitted a letter to the Board requesting the road closure directly under the bridge and rerouting traffic from the roundabout up Union Street. The time of the closure would be 7:00am to 3:00pm. An agreement has been signed with New England Railroad to perform the work and they have gotten the necessary insurance. There will be traffic control during this time period.

N. Fish asked if the Agency of Transportation will be involved. B. Farr stated she will follow up with VTrans. B. Woodruff suggested that some cones be placed on Union Street so that two-way traffic is possible. W. Shepeluk suggested signage to send vehicles up Stowe Street where appropriate. There will also have to be signage on Winooski Street.

M. Frier expressed concerns for the businesses downtown, as August is a very busy month. K. Nevin stated she picked the timeframe as an outside limit, but believes the project will be done within 3 to 4 hours. M. Frier asked for very clear signage as to how to find the downtown. W. Woodruff suggested that the traffic lights might need to be adjusted. M. Frier commented that after Labor Day, but before foliage, is a slower season.

M. Metayer made a motion to approve the request contingent on working out the logistics of the traffic control. The motion was seconded by N. Fish and passed 3 – 0 with M. Frier recusing himself.

MANAGER'S ITEMS

Speed Issues on Guptil Road

At a previous meeting, the Board discussed concerns about speeding issues on Guptil Road. The Town has been working with the State on a High Risk Rural Road study that covers the length of Guptil Road. It was decided that flashing speed signs could be part of project but a speed study would have to be done. The study was done and W. Woodruff updated the Board on the results. The speed limit is 25 miles per hour on the section tested (by the post office). The study showed that the speed at the 85th percentile was 38mph. The average traffic count was over 2,200 cars per day. It appears that the flashing speed signs will be covered under the project costs by the rural program.

M. Metayer asked about the timing of the project. It may be a 2 plus year project but will most likely happen next year. The resident Trooper has also been patrolling this area. It would be preferable to have the signs paid for under the project in lieu of the Town purchasing the signs.

M. Frier asked about the life span and what happens when there are issues or the equipment reaches its lifespan. W. Shepeluk stated that it is a one-time grant, but that this equipment has a long life expectancy.

M. Frier made a motion to authorize the Municipal Manager to sign the High Risk Rural Road Project application for Town Highway #1 for Guptil Road. The motion was seconded by M. Metayer and passed unanimously.

M. Metayer made a motion authorize the Municipal Manager to approve the Stowe Street signage package. The motion was seconded by M. Frier and passed unanimously.

Discussion of Change to Fiscal Year / Quarterly Tax Billing

W. Shepeluk stated that this is on the agenda at the request of M. Metayer. M. Metayer explained that the change to a fiscal year does not require a charter change. One of the benefits to a fiscal year budget is that the budget will be voted on at Town Meeting before it is underway. The reason for quarterly tax billing would be to even out the cash flow and lessen tax anticipation borrowing. M. Metayer suggested that the changes in question could be asked of the voters as part of the general election process, and then addressed again at Town meeting.

W. Shepeluk explained that at Town meeting, the voters would approve a budget starting July 1st. Currently, the budget is approved as of January 1st, so two months have already passed. The change would have to be warned at the annual or special town meeting. If the fiscal year change was voted in 2019, it would not start until July 1, 2020. In March of 2020, the voters would approve an 18 month budget. W. Shepeluk gave an explanation of how the fiscal year would work from a budget perspective.

M. Frier asked W. Shepeluk for his input. W. Shepeluk responded that he has worked under the calendar year his whole career and that the budget can be projected more accurately. Furthermore, people can pay taxes monthly or quarterly if they wish, based on an estimate until the tax bills are printed. C. Lawrence explained that utilities are billed and collected quarterly, and taxes are billed in July and collected in August and November. Billing and collection requires all staff on board, and moving to a quarterly tax bill would double the work for staff. W. Shepeluk stated that staff prefers to leave tax billing as is, but if the Board feels quarterly billing is more palatable then changes can be made.

M. Metayer asked about tax anticipation borrowing. W. Shepeluk responded that the Town hasn't had to borrow to any great degree since 2011. The Town has developed more reserve funds as time has gone on (since 2011) which provides an ample amount of cash, and borrowing has been minimal.

M. Metayer asked if the Board should get input from the voters. W. Shepeluk expressed concerns about a non-binding referendum and that people might not know what is being asked of them. It might be better to put the question on the Town meeting warning so as to have an informed discussion.

Errors and Omissions Letter

W. Shepeluk explained that there are three properties where the Listers are recommending that the grand list be changed and all three lower the grand list. Two of the properties are trailers that were removed from High Street. The two combined lower the grand list by \$10,100. The third property is common land owned by Waterbury Commons. The common property was assessed a value, and after some research, the Listers determined that no other common land is taxed. To be fair, \$43,000 should be removed from the value this year and the Listers will look into whether common land should be taxed in the future. M. Frier made a motion to approve the reductions to the grand list as described and approve the Errors and Omissions letter. The motion was seconded by M. Metayer and passed unanimously.

The next meeting will be held on Tuesday September 4th unless something important comes up prior to that date.

There being no further Select Board business, the meeting adjourned at 8:30pm.

Respectfully submitted,

C. Lawrence, Town Clerk

Approved on: _____