

**Meeting of the Waterbury Select Board  
October 1<sup>st</sup>, 2018  
28 North Main Street**

Present: C. Viens, M. Metayer, J. Brown, and N. Fish, Select Board; W. Shepeluk, Municipal Manager; N. Nadeau, Recreation Director; A. Imhoff, ORCA Media; and C. Lawrence, Town Clerk.

Public: Almy Landauer, Dan DeSanto, Herschell Murray, Chris Nordle.

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

**APPROVE AGENDA**

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

**CONSENT AGENDA ITEMS**

M. Metayer made a motion to approve the minutes of the September 17<sup>th</sup> meeting. The motion was seconded by N. Fish and passed unanimously.

**PUBLIC**

There was no public comment.

**INTRODUCE NEW LIBRARY DIRECTOR**

Dan DeSanto was present to introduce Almy Landauer as the new Director of the Waterbury Public Library and gave a brief background of her working history. A. Landauer stated that she is very happy to be able to work in the new Library and was ready for a new challenge from her previous job. A. Landauer stated that her short term plans are to get to know staff, employees, community and patrons. She has fresh ideas for the functionality side of the Library as well as the patron side.

**UNION STREET BLOCK PARTY REQUEST**

C. Nordle was present to request authorization to close Union Street down for a few hours for a block party. He asked permission to close the street from 11:30am to 4:30pm on Saturday October 13<sup>th</sup>. The highway department will help with the barricades and the resident trooper will be informed. There was a block party last year with no issues. M. Metayer made a motion to approve the road closure on Union Street on October 13<sup>th</sup> from 11:30am to 4:30pm. The motion was seconded by J. Brown and passed unanimously.

**RECREATION ITEMS**

**Social Media Policy**

N. Nadeau distributed a draft of a social media policy. N. Nadeau has experience from a prior job managing social media, including Facebook and Instagram. It is proposed that policy be used for the Recreation Department as well as the Town.

N. Nadeau explained how social media was used at his previous job at Johnson State College. In Waterbury, he would like to use Facebook to showcase recreation programs and enhance enrollment. The plan would be to eventually use Instagram to showcase the parks and facilities. A release form is signed when children's photos are posted and that policy would remain and place. Social media is mainly intended for the Town to share information, not to receive comments from residents. The Town would continue to use the website, Front Porch Forum and other means to disseminate information.

J. Brown made a motion to approve the social media policy as presented. The motion was seconded by M. Metayer and passed unanimously.

### **Payments by Credit Card**

N. Nadeau distributed a memorandum asking that the Recreation Department accept credit card payments online through MyRec, which is a database used for all recreational activities. N. Nadeau stated that he has had many requests that residents be able to pay online. Staff recommendation is to allow this process.

J. Brown made a motion to approve credit card payments for Recreation programs through the MyRec program. The motion was seconded by N. Fish and passed unanimously.

### **MANAGER'S ITEMS**

#### **Capital Improvement Plan / Budget Update**

W. Shepeluk distributed a listing of Highway and Fire Department vehicles. He reviewed the schedule of when Fire Department vehicles will need to be replaced over the next few years. He is hopeful that the purchase price figures are conservative. He then reviewed the Highway vehicle replacement schedule. The 2019 proposed expenditures total approximately \$204,000. Purchases for the Fire Department are approximately \$443,850. The Board will need to consider how to purchase the vehicles when the time comes. W. Shepeluk explained potential impacts on the tax rate.

W. Shepeluk distributed the budget through September 30<sup>th</sup> and reviewed it with the Board. W. Shepeluk stated that the Town budget is currently in good shape and he is confident that the Town will be close to budgeted operating expenses at the end of the year.

J. Brown asked about the status of 51 South Main Street with regard to potential Town involvement. W. Shepeluk stated that at the last EFUD Commissioners meeting, the Economic Development Director recommended against subdividing the property. The Commissioners decided to retain the property with no intention to sell until after the Main Street project is done. They did instruct the Manager to apply for a permit to demolish the building.

There being no further Select Board business, the meeting adjourned at 8:20pm.

Respectfully submitted,

C. Lawrence, Town Clerk

Approved on: October 15, 2018