

**Meeting of the Waterbury Select Board
January 14th, 2019
28 North Main Street**

Present: C. Viens, M. Metayer, J. Brown, and N. Fish, Select Board; W. Shepeluk, Municipal Manager; Celia Clark, Highway Supervisor; William Woodruff, Public Works Director; Nick Nadeau, Recreation Director; Anne Imhoff, ORCA Media; and C. Lawrence, Town Clerk.

Public: John Malter, Josh O’Gorham.

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

APPROVE AGENDA

W. Shepeluk asked that the Recreation budget be discussed in lieu of the Library budget. The Library budget will be presented next week. M. Metayer made a motion to approve the agenda as amended. The motion was seconded by N. Fish and passed unanimously.

CONSENT AGENDA ITEMS

N. Fish made a motion to approve the minutes of the January 7th meeting and liquor licenses for Maplewood Convenience Store, Quinland Farms, and The Wine Vault. The motion was seconded by M. Metayer and passed unanimously. The Duxbury Fire Contract, as approved at the last meeting, was signed by the Board.

PUBLIC

There was no public comment.

MAD RIVER RESOURCE MANAGEMENT ALLIANCE – JOHN MALTER

J. Malter was present to update the Board on the work of the Mad River Resource Management Alliance. He distributed the annual report and budget that will be included in the Town report. Highlights of the year included the household hazardous waste collections; the collection of food scraps, tires and E-waste; and metal collection in conjunction with Green Up Day.

J. Malter stated that the budget will be increased for the first time since 2016 as contractor expenses related to collections will increase. The Waterbury per capita fee will increase from \$6.00 to \$6.25. The Board will need to approve the budget and the representative to the Alliance. J. Brown made a motion to approve paying \$6.25 per capita to the Mad River Resource Management Alliance. The motion was seconded by N. Fish and passed unanimously. J. Brown made a motion to appoint Alec Tuscany as the Waterbury representative to the Mad River Resource Management Alliance and Bill Woodruff as the alternate for the ensuing year. The motion was seconded by M. Metayer and passed unanimously.

MANAGER’S ITEMS

Recreation Budget

W. Shepeluk distributed the Parks and Recreation budget. The net expense in 2018 was budgeted at \$247,695 and the actual net expense was \$228,848. The net expense for 2019 is budgeted at \$252,775, or a 2% increase over that of last year.

N. Nadeau gave a quick overview of his past year. Activities included full participation in summer camps, partnering with First & Fitness for swim lessons, special events including Halloween and the River of Lights parade, assisting with Winterfest, and kids night out just before Christmas.

In 2019, he plans to keep the same programming offered last year, including vacation camps and swim lessons; and incorporate other new special programming including karate classes and ukulele lessons. Day camp has been extended through the 7th grade with a plan to use space at the Methodist Church for children in 4th through 7th grade. There is money in the proposed budget to hire more staff.

There are 13 minicamps slated over the summer. N. Nadeau stated he would like the day camp fees increased from \$650 for residents and \$700 for non-residents to \$700 and \$750 respectively.

W. Shepeluk reviewed some expense line items in the Recreation Administration – Building Expenses section of the budget.

W. Shepeluk then invited C. Clark to the discussion and reviewed the Parks section of the budget. In the grounds maintenance line item, \$19,250 was budgeted for 2018 and \$15,795 was expensed. C. Clark asked to budget \$29,340 for 2019 but the Manager lowered it to \$22,000. C. Clark explained that the price of portolets has almost doubled due to new ownership of the company and a twice per week cleaning schedule as opposed to once per week. A new handicapped portolet needs to be introduced at Dac Rowe field. W. Shepeluk explained that he cut back on some other projects that can be deferred and other line items that were underspent to come up with \$22,000 for the grounds maintenance line item.

Highway Budget

W. Shepeluk distributed preliminary information on the Highway budget and gave an overview of the revenues and expenditures. He explained shifts in the regular pay and part-time pay line items and other amounts budgeted related to payroll.

C. Clark explained that the increase in building maintenance of \$6,400 was necessary to perform more maintenance in 2019. The Highway garage needs some maintenance including new siding and floor resurfacing, and the grader barn needs repainting.

W. Shepeluk explained how the salaries of the Public Works Director and Engineer are apportioned between the various Departments. Along the way, W. Shepeluk explained differences in C. Clark's proposed budget and adjustments that he made to it.

At the last meeting, C. Viens asked for a discussion about the amount of salt and sand used both statewide and in Waterbury. He feels there is over usage of sand and salt. C. Viens asked if anything could be done differently from a budget and environmental perspective. C. Clark responded that they have to treat the roads based on conditions and ensure that the public can travel safely.

The proposed Highway budget for 2019 is \$1,640,120, which is \$15,644 more than that budgeted last year, or a 1% increase. Under revenues, property tax revenues are up 10%. This is due to the calculation of the fund balance. From a budget to budget standpoint, it is pretty much flat.

W. Shepeluk very briefly reviewed the Highway Vehicle CIP. He then reviewed a memo from Alec Tuscany on projected costs for bridge repair projects for 2019. Staff time will be focused on Main Street reconstruction so some other projects may not get as much attention. W. Shepeluk outlined some bridgework that is proposed, including Bridge #4 on Guptil Road and Bridge #33 on Armory Drive. Of the two, the bridge on Guptil Road is a priority. The Town may be able to apply for a structures grant for the project.

W. Shepeluk updated the Board on possible paving projects during 2019, including 1.58 miles on Loomis Hill. It has not been determined whether or not the Town will need to borrow for the project. Other projects include East Street mill and overlay and Jenny Davis overlay.

Pending Legal Issue

At 9:30pm W. Shepeluk, Municipal Manager, recommended to the Board that the discussion of the legal issue involving the town which is before the Vermont Human Rights Commission should be conducted in Executive Session. M. Metayer made a motion to find that general public knowledge of the details of potential litigation involving the Town of Waterbury would clearly place the Town at a substantial disadvantage. The motion was seconded by J. Brown and was approved unanimously. M. Metayer made a motion to enter Executive Session to consider potential litigation involving the charge of "Mr. Oak" and "K.O." v Town of Waterbury and related confidential attorney-client communications made for the purpose of providing legal advice to the Town. The motion was seconded by J. Brown and was approved unanimously. The Board invited W. Shepeluk to join them.

The Board exited Executive Session at 10:00pm with no action taken.

There being no further Select Board business, the meeting adjourned at 10:00pm.

Respectfully submitted,

C. Lawrence, Town Clerk

Approved on: January 21, 2019