

Meeting of the Waterbury Select Board
April 15th, 2019
28 North Main Street

Present: C. Viens, M. Frier, N. Fish and M. Bard, Select Board; W. Shepeluk, Municipal Manager; B. Farr, Transportation Liaison; A. Imhoff, ORCA Media and C. Lawrence, Town Clerk.

Public: A. Landauer, Library Director; J. O’Gorman, Waterbury Record; E. Coffey, A. Coffey,

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

APPROVE AGENDA

C. Lawrence requested that an outside consumption permit for the Old Stage Coach Inn be added to the agenda. M. Bard 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 April 1st meeting. The motion was seconded by M. Bard and passed unanimously.

PUBLIC

E. Coffey expressed concern that the VSP Community engagement meeting was postponed due to an emergency situation and feels that WDEV should advertise these meetings to get the word out.

COMMITTEE REAPPOINTMENTS

C. Viens read through the slate of appointments as listed on the agenda and as follows:

- a.) Mary Koen, Planning Commission for a 3 year term ending April 30th, 2022
- b.) Phoebe Pelkey, Recreation Committee for a 3 year term ending April 30th, 2022
- c.) Steve Hagenbuch and Tracy Sweeney, Conservation Commission, each for a 4 year term ending April 30th, 2023
- d.) Barbara Blauvelt and Jack Carter, Tree Committee, each for a 3 year term ending April 30th, 2022
- e.) Steve Lotspeich, Tree Warden for a one year term ending April 30th, 2020
- f.) Steve Lotspeich, Representative to Central Vermont Regional Planning Commission for a 1 year term

M. Bard made a motion to approve the slate of appointments as presented. The motion was seconded by N. Fish and passed unanimously.

LIBRARY DIRECTOR’S QUARTERLY UPDATE

A. Landauer was present to give the Board a first quarter update on the activities of the Library. Highlights included the launch of new digital content for the patrons, passes that are available at free or reduced entry into area attractions, the hosting of AARP volunteers who provide free tax preparation and tax forms, a report to the Vermont Department of Libraries was completed, addition of some afterschool and Saturday programs, submission of two successful grant proposals, the purchase of power cords in the event people lose power and come to the Library, and the recruitment and training of two new volunteers. The Library is preparing to hire a new patron services librarian.

A. Landauer distributed a handout with the 2018 Library statistics and stated that she has been attending Rotary and Revitalizing Waterbury meetings in an effort to meet people. Through the Friends of the Library, the Library is purchasing additional furnishings. The Library provides the community with one-on-one technology services. A. Landauer described additional services the Library is offering.

APPROVE LOCAL EMERGENCY MANAGEMENT PLAN

B. Farr was present to review the final draft of the Local Emergency Management Plan that is required to be registered with the State each year. The plan this year has a new format. Also new in the plan is that the Emergency Operations Director, in the event of an emergency, can make decisions to use funds of up to \$5,000. The Municipal limit is \$500. Bill Woodruff will no longer be the Emergency Management Director as he is moving out of town. That position will revert to B. Farr. The State has asked that the plan be submitted by May 1st. M. Bard made a motion to approve and adopt the plan dated April 15, 2019 as proposed with minor editorial changes. The motion was seconded by N. Fish and passed unanimously.

B. Farr gave the Board an update on the Main Street Reconstruction project. Drainage work and tree cutting has commenced. No actual construction has started yet. Ground breaking on Main Street will start at Park Street and head south.

CONSIDER TRUSTEE FOR WATERBURY AMBULANCE PLAN

The Select Board voted by paper ballot for the Waterbury representative for the Trustee on the Board of the Waterbury Ambulance Service Inc. By a vote of 3 – 1, the Trustee appointed was S. Dillon. C. Viens congratulated S. Dillon and thanked M. Frank for his interest.

CONSIDER ENTERTAINMENT PERMIT FOR MUSIC IN THE ALLEY

N. Fish made a motion to approve four Music in the Alley events on June 28th, July 26th, August 9th and August 23rd. The motion was seconded by M. Bard. M. Bard expressed concern that the car show is that same weekend and that there is a parade. It was decided that since the car show parade is on Saturday August 10th, there would be no conflict. The motion passed unanimously.

CONSIDER OUTSIDE CONSUMPTION PERMIT FOR BARWICK CORPORATION

M. Frier made a motion to approve the outside consumption permit for the Old Stage Coach Inn. The motion was seconded by M. Bard and passed unanimously.

MANAGER'S ITEMS

Fire Department – Easter Parade

The Rotary sponsors an Easter parade that ends at Pilgrim Industrial Park where there is a Easter egg hunt. In years past, the police department provided some services. A number of firefighters have expressed in interest in helping and will do so.

Vendor Ordinance

The Board previously was emailed a draft of a proposed Vendor Ordinance. The Ordinance was updated from a former ordinance adopted in 1994. Vendors are starting to request permits and the ordinance needs to be updated and approved. If the ordinance is adopted, it does not take effect for 61 days, and there is a 44-day period in which a petition can be circulated to call a Town Meeting to nullify the ordinance. M. Bard made a motion to approve the Vendor Ordinance as presented. The motion was seconded by N. Fish and passed by a vote of 3 – 1 with M. Frier recusing himself.

First Quarter Budget Report

W. Shepeluk distributed the first quarter budget report and indicated that very little revenue is received in the first quarter. In addition, spending is kept at bay as Town Meeting is in early March and there is a 30-day wait period. W. Shepeluk then reviewed the operational funds. The Town is currently borrowing money from the Edward Farrar Utility District to pay expenses.

Pending Legal and Personnel Issues

N. Fish made a motion 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 M. Frier and passed unanimously.

N. Fish 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 and to discuss a personnel issue. The motion was seconded by M. Bard and passed unanimously.

The Board entered Executive Session at 8:34pm and invited W. Shepeluk to join them. The Board exited Executive Session at 9:27pm and reentered open session. N. Fish made a motion to approve the settlement agreement and authorize the Manager to sign. The motion was seconded by M. Bard. The vote was taken by paper ballot and failed by a vote of 3 – 1.

There being no further Select Board business, the meeting adjourned at 9:29pm.

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: May 6, 2019