

Meeting of the Waterbury Select Board
June 17th, 2019
28 North Main Street

Present: C. Viens, M. Frier, N. Fish, J. Brown and M. Bard, Select Board; W. Shepeluk, Municipal Manager; S. Lotspeich, Community Planner; A. Imhoff, ORCA Media and C. Lawrence, Town Clerk.

Public: Mary Woodruff and Andrea McMahan.

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

APPROVE AGENDA

W. Shepeluk asked the Board to consider a Municipal Roads Grants-In-Aid Program that is being offered to the Town. This topic will be added under Select Board Items. N. Fish made a motion to approve the agenda as amended. The motion was seconded by M. Frier and passed unanimously.

CONSENT AGENDA ITEMS

M. Frier made a motion to approve the minutes of the June 3rd meeting and a liquor license and outside consumption permit for McGillicuddy's Pub. The motion was seconded by N. Fish and passed unanimously.

PUBLIC

There was no public comment.

INTERVIEW FOR BOARD OF LISTERS

M. Woodruff was present to express interest in being appointed to the Board of Listers. She stated that she served as the Town Health Officer during the 1990's and had a desire to again provide a community service. M Woodruff stated that has learned about the Lister's duties and believes she has the patience and skills to serve. After a brief discussion with the Board, M. Frier made a motion to appoint M. Woodruff as Lister until March 3, 2020. The motion was seconded by N. Fish and passed unanimously.

INTERVIEW FOR ANIMAL CONTROL OFFICER

A. McMahan was present to express interest in being appointed as Animal Control Officer. She stated that she is the owner/operator of Ripanco Kennels in Duxbury and has been involved with animals her whole life. A. McMahan indicated that responsible dog ownership is near and dear to her heart. J. Brown made a motion to appoint A. McMahan as the Waterbury Animal Control Officer until April 30, 2020. The motion was seconded by M. Frier and passed unanimously.

REVIEW FINANCIAL MANAGEMENT QUESTIONNAIRE

C. Lawrence explained that Statutes require the Town Treasurer to annually, on or before June 30th, complete and provide to the Select Board a completed Financial Management Questionnaire. It is to ensure that internal controls are being met. N. Fish made a motion to approve the document to be signed by the Chair. The motion was seconded by J. Brown and passed unanimously.

SELECT BOARD ITEMS

Sign Approved Vendor Ordinance

The Board signed the vendor ordinance that was approved at their April 15th meeting.

Municipal Roads Grants-In-Aid Program

W. Shepeluk explained that the Central Vermont Regional Planning Commission has invited the Town to participate in the Municipal Roads Grants-In-Aid Program. The State has determined that Waterbury has 25 to 30 miles of roads hydrologically connected to surface water and is attempting to clean up these important waterways. Grant money is available through State Regional Planning Commissions based on the number of miles determined. Waterbury is entitled to \$12,700 in grant funding.

W. Shepeluk described what type of projects might be undertaken and explained that this funding will supplement funds already allocated in the budget. The Town is responsible for a 20% match in cash in kind that is also included in the budget. J. Brown made a motion to participate in the Municipal Roads Grants-In-Aid Program and to authorize the Municipal Manager to sign the contract. The motion was seconded by N. Fish and passed unanimously.

AUTHORIZE CONTRACT WITH 106 ASSOCIATES FOR SURVEY OF PROPOSED FARRAR'S ADDITION HISTORIC DISTRICT

S. Lotspeich was present to discuss a contract with 106 Associates for a historic site and structures survey in the historic district at the north end of the former Village. The budget to perform the survey is \$12,000. A Request for Proposals was sent out at the end of April with a May 17th deadline. A committee consisting of S. Lotspeich, B. Farr and P. Flanders was formed to review the RFP's and 106 Associates was selected with an under budget cost of \$10,880. J. Brown made a motion to authorize the Town to enter into a contract with 106 Associates to perform the survey and to authorize the Municipal Manager to sign the contract. The motion was seconded by M. Frier and passed unanimously.

SELECT BOARD ITEMS (cont'd)

Consider Scheduling a Public Meeting to Discuss Town Roads

C. Viens suggested that a public meeting be held to discuss road issues and asked the Board whether they would support a meeting. The purpose of the meeting would be to get input from residents on how the roads are maintained and any other concerns they might have. M. Frier responded that holding a meeting would do no harm but that the Board could do more work in the meantime and that there should be goals for the meeting.

W. Shepeluk cautioned that Board that that discussion of regular highway maintenance is entirely different than a discussion around winter road maintenance and changing the use of salt and sand. He stated that staff is in the process of performing a road inventory.

M. Bard stated that the meeting would have to be very structured and that that Board might want to consider establishing a subcommittee to develop a structured agenda. By consensus, the Board decided to brainstorm topics and continue discussion at a future meeting.

There being no further Select Board business, the meeting adjourned at 8:13pm.

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: July 8th, 2019