

**Meeting of the Waterbury Select Board  
July 8<sup>th</sup>, 2019  
28 North Main Street**

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

Public: There were no members of the public present.

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

**APPROVE AGENDA**

W. Shepeluk asked to add a Special Event Permit for the Antique Car Show to the agenda and to give a brief update on the Main Street reconstruction project and 51 South Main Street. M. Frier 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 June 17<sup>th</sup> meeting. The motion was seconded by M. Frier and passed unanimously.

**PUBLIC**

There was no public comment.

**AUTHORIZE CONTRACT FOR GBA ARCHITECTURE & PLANNING FOR COMMUNITY CENTER FEASIBILITY STUDY**

S. Lotspeich was present and refreshed the Board's memory on a grant received for a Community Center feasibility study. A request for proposals was put out in April and three solid proposals were received. GBA Architecture and Planning were chosen and it is recommended that the contract be approved. C. Viens stated that he does not support the contract or study. M. Frier believes that the study will be beneficial in determining the community's needs and the funding has already been approved. M. Frier made a motion to table the discussion until the next meeting. The motion was seconded by N. Fish and passed unanimously.

**SELECT BOARD ITEMS**

**Set 2019 Tax Rate**

W. Shepeluk distributed the calculation of the 2019 tax rates and the summary of the grand list. The grand list increased by 1.43% over that of last year. The total town taxes to be raised are 12.88% higher than last year. The necessary Town tax rate is 51 cents which is 13.33% higher than last year. W. Shepeluk then reviewed the Homestead education tax rate and Non-Homestead education tax rate of \$1.6820 and \$1.6464 respectively and explained the Veteran's tax rate of \$.0018. If approved, the all-inclusive Town Homestead tax rate will be \$2.1938 and the all-inclusive Town Non-Homestead tax rate will be \$2.1602. M. Frier made a motion to approve the tax rates as presented. The motion was seconded by N. Fish and passed unanimously.

W. Shepeluk recommended taking the same course of action as last year on the late penalty for the non-filing of the Homestead Declaration. N. Fish made a motion to set the penalties at 3% and 5%, as had been decided last year. The motion was seconded by M. Frier and passed unanimously.

### **100 on 100 Relay Saturday August 17<sup>th</sup>**

The 15<sup>th</sup> annual 100 on 100 Relay will occur on Saturday August 17<sup>th</sup>. Runners will come through Waterbury on Route 100 and plan to use the community path to the extent possible. The Board had no objections to the event. N. Fish expressed concern about damage to the community path in the event of rainy weather.

### **MANAGER'S ITEMS**

#### **2017 Audit Report**

W. Shepeluk distributed the 2017 Audit Report done by Sullivan, Powers & Company. He asked the Board to review the audit and read the Management letter. The firm will be invited to a meeting after the 2018 audit has been completed.

#### **Consider Engagement Letter with Sullivan, Powers & Company for 2018 Audit**

W. Shepeluk asked for authorization to sign the engagement letter with Sullivan, Powers & Company to perform the 2018 Audit. M. Frier made a motion to authorize W. Shepeluk to sign the engagement letter for the 2018 audit. The motion was seconded by N. Fish and passed unanimously.

#### **Review Vermont State Police Reports**

W. Shepeluk distributed the June report, and a report of activity from July 2018 through June 2019. He then reviewed both reports. W. Shepeluk stated that from his perspective the Resident Trooper program has been working well.

#### **Increase in Town Clerk Fees as of July 1, 2019**

C. Lawrence explained that legislation was passed allowing an increase in Town Clerk fees. In addition, legislation was passed whereby Town Clerks can issue birth and death certificates for anyone in the state. Previously, Town Clerks could only issue birth certificates for a child whose parents lived in Town when the child was born and death certificates for a person who died in Town. Both of these changes will increase Town Clerk revenues.

#### **Antique Car Show Special Event Permit**

W. Shepeluk explained the sequence of events related to the Antique Car Show on August 9<sup>th</sup> through August 11<sup>th</sup>. The parade route was discussed. N. Fish made a motion to approve the issuance of the Special Events Permit for Vermont Automobile Enthusiasts, Inc. with the condition that the Public Safety Permit from the State of Vermont is approved. The motion was seconded by M. Frier and passed unanimously.

#### **Update on Main Street Reconstruction and 51 South Main Street**

W. Shepeluk explained that when 51 South Main Street was being deconstructed, there was a snag with asbestos and other hazardous materials. Work had to stop while the materials were being abated. The asbestos was removed completely today and it is the hope that the building will be down by next week. W. Shepeluk then gave a brief update on the Main Street reconstruction project.

There being no further Select Board business, the meeting adjourned at 8:28pm.

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: