

**Meeting of the Waterbury Select Board
December 21st, 2020
28 North Main Street**

Present: C. Viens, M. Bard, K. Martin, M. Frier and N. Fish, Select Board; W. Shepeluk, Municipal Manager; S. Lotspeich, Community Planner; and C. Lawrence, Town Clerk. The meeting was held via videoconference.

Public: Lisa Scagliotti, Waterbury Roundabout; ORCA Media; Scott Newman, 106 Associates; Barb Farr, Transportation Liaison; Cheryl Casey; Jack Carter and Bill Woodruff, Public Works Director.

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

APPROVE AGENDA

W. Shepeluk asked to add a discussion of the Duxbury fire contract. M. Bard made a motion to approve the agenda as amended. The motion was seconded by C. Viens and passed unanimously.

CONSENT AGENDA ITEMS

C. Viens made a motion to approve the consent agenda items including the minutes of the December 7th meeting. The motion was seconded by K. Martin and passed unanimously.

PUBLIC

There was no public comment.

REPORT ON EDWARD FARRAR HISTORIC DISTRICT

S. Lotspeich stated that S. Newman has been working on the project since 2019. The project started out with the former Village of Waterbury. S. Newman shared a presentation on the expansion of the district to North Main Street beyond the roundabout. He reviewed the history of some of the buildings from the 1800's into the 1900's and the expansion of the Farrar historic district over that period of time. The working name of the project is now the North Waterbury Historic Village District. The recreational facilities and new construction have been excluded. S. Newman stated that he is about 80% through the process. There is a steering committee working to finalize the report. Several organizations will need to sign off on the report.

SELECT BOARD ITEMS

Discuss Opportunities for Sensitivity Training

W. Shepeluk previously distributed information on three organizations that can provide sensitivity training to the Board. M. Frier suggested holding a training sooner rather than later, although budget season is upon the Board. M. Bard suggested that the training take place outside a normal Board meeting or it could be held in an executive session. W. Shepeluk will research whether the training can be done in executive session. W. Shepeluk suggested that he and M. Frier explore options and target something in February. M. Bard volunteered to assist.

MANAGER'S ITEMS

Ecopixel Website Upgrade

W. Shepeluk stated that the Town has received a contract for upgrades to the Town website. C. Lawrence explained that the website has not been updated since 2014 and that some of the upgrades are general in nature, but other upgrades will improve website accessibility. Training will be provided to staff as to how to post information so that it is more accessible. W. Shepeluk stated he will include the \$6,792 cost in the budget and the Board concurred.

Budget Discussion

W. Shepeluk previously distributed the proposed Planning and Zoning budget, with a justification memo from S. Lotspeich. S. Lotspeich reviewed the budget line items and stated that the budget is very similar to last year. The Board also previously received the Planning workplan for 2021.

W. Shepeluk reviewed the proposed Highway budget which had previously been distributed to the Board. Year-end expenditures are projected to be below budget.

Duxbury Fire Contract

W. Shepeluk previously distributed his recommendation for the Duxbury Fire Contract cost. The calculations are done as of today, but there should not be significant changes by year end. C. Viens made a motion to authorize W. Shepeluk to send the contract to Duxbury, in the amount of \$115,782 with semi-annual payments of \$57,981 due on May 1, 2021 and December 1, 2021. The motion was seconded by K. Martin and passed unanimously.

Consider Loan Documents for Borrowing \$1,368,800 from Community National Bank

W. Shepeluk previously distributed the loan documents to the Board. C. Viens made a motion to approve the Note, Certificate of Registration, Resolution for Borrowing and Tax Certificate for Borrowing as presented and to authorize the Municipal Manager and Treasurer to sign. The motion was seconded by N. Fish and passed unanimously.

Discuss HMCC Appeal – Likely Executive Session

K. Martin made a motion to find that premature general public knowledge of the Town's litigation strategy in the HMCC tax appeal, currently pending in the Vermont Superior Court, Civil Division, would clearly place the Select Board, which has control over such litigation for the Town, at a substantial disadvantage. The motion was seconded by M. Bard and passed unanimously.

In light of this finding, N. Fish made a motion to enter executive session, to include the Town Clerk, Town Appraiser, and Town Manager, to consider pending litigation to which the Town is a party. The motion was seconded by M. Bard and passed unanimously.

At 8:50pm, the Board entered Executive Session. At 9:28pm the Board reentered open session and no action was taken.

There being no further Select Board business, the meeting adjourned at 9:30pm.

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: January 4, 2021