

**Meeting of the Waterbury Select Board
July 6th, 2021
28 North Main Street**

Present: M. Frier, M. Bard, and K. Martin, Select Board; W. Shepeluk, Municipal Manager; S. Lotspeich, Community Planner; and C. Lawrence, Town Clerk. The meeting was held in person and by videoconference to allow for remote attendance and participation.

Public: Lisa Scagliotti, Waterbury Roundabout; Anne Imhoff, ORCA Media; Billy Vigdor, Allan Thompson, Linda Gilpin and Tracy Sweeney, Conservation Commission; Harry Shepard; Alyssa Johnson and Erin Lander.

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

APPROVE AGENDA

W. Shepeluk asked to add a brief discussion on CVFiber under Select Board items. M. Bard asked to add approval of the minutes of the June 21st meeting under consent agenda items. K. Martin made a motion to approve the agenda as amended. The motion was seconded by M. Bard and passed unanimously.

CONSENT AGENDA ITEMS

M. Bard made a motion to approve the minutes of the June 7th and June 21st meetings. The June 21st meeting minutes include that the meeting was for racial equity training by Mary Gannon and included the Select Board, the Municipal Manager and Town Clerk. The motion was seconded by K. Martin and passed unanimously.

PUBLIC

There was no public comment.

CONSERVATION COMMISSION

A. Thompson was present to update the Board on the work of the Conservation Commission. They have concerns with land use and land fragmentation, in particular with the Shutesville Hill wildlife corridor. The Commission engages in educational offerings. They created and drafted zoning regulations to be included in the zoning rewrite to include the corridor as an important place for wildlife. There is shared space between animals and recreationalists. There have been concerns with the availability of Waterbury land resources. Other land related interests include Hope Davey Park. A. Thompson encouraged the Board to think about a more organized structure for this park. The Commission is involved in testing of water in the Thatcher Brook and the Winooski River to test for road salt. Education interests are focused around land health, land use and fragmentation. The work to date has been focused on natural resources. A discussion was held about roadside mowing to keep down the spread of invasive species and the impact of salt on natural resources. M. Frier asked how the Select Board could help the Commission. A. Thompson stated that landowners have an interest in conserving land. The Select Board can help by providing verbal support for that concept. Municipal language can help protect against fragmentation.

SELECT BOARD BUSINESS

Entertainment Permit for an Event at Murphy's Barn on August 7th

T. Murphy has submitted an Entertainment Permit for an event at his barn on August 7th from 5:00pm to 8:00pm. K. Martin made a motion to approve the Entertainment Permit for the event at Murphy's barn on August 7th. The motion was seconded by M. Bard and passed unanimously.

Special Event Permit for Waterbury Arts Fest on September 10th – 11th

Revitalizing Waterbury has submitted a Special Event Permit for the Waterbury Arts Fest on September 10th – 11th. The event is a return to normal as to the event pre-pandemic except that it is in September. The discussion was tabled until the next meeting as M. Frier recused himself and there was no quorum.

Discuss Road Closure – Rotarian Way on July 19th from 9:15am to 10:45am

W. Shepeluk explained that this road closure is for a ceremony to celebrate the return of Amtrak services. M. Bard made a motion to approve the road closure of Rotarian Way on July 19th from 9:15am to 10:45am. The motion was seconded by K. Martin and passed unanimously.

Discuss Road Closure – Stowe Street on August 27th from 4:00pm to 8:00pm

W. Shepeluk explained that this closure is to commemorate the 10-year anniversary of Tropical Storm Irene and the end of a decade's long construction effort, noting the completion of the Main Street reconstruction project. W. Shepeluk stated that a lot has happened in the community since the flood. M. Bard made a motion to approve the road closure of Stowe Street on August 27th from 4:00pm to 8:00pm to commemorate the 10th anniversary of Tropical Storm Irene and decade long construction projects in Town. The motion was seconded by K. Martin and passed unanimously.

Discuss Additional Racial Equity Training

W. Shepeluk stated that the original intent was to have more than one training session. The Board veered off the agenda during the first meeting to discuss more pressing matters. It has been suggested that the Board meet with M. Gannon again and she has penciled in the next meeting date of July 19th. M. Bard suggested that the training occur on a non-meeting evening and K. Martin concurred. W. Shepeluk suggested that the training be on a Board meeting night and that the Select Board meet for their regular meeting the following week. By consensus, the Board agreed. The Board may also need to do some minimal business on the training evening.

Discuss Vacancy on HUUSD Board and Process for Appointing a New Member

W. Shepeluk explained that Michael Frank has resigned from the HUUSD Board. Presently, the law requires the vacancy be filled by a vote of the School Board, with input from the Select Board of the Town whose board member has resigned. Letters of interest sent to the School Board will be shared with the Select Board as they are received.

Discussion on CVFiber

W. Shepeluk stated that several meetings ago, the Board approved that the Town joined CVFiber and discussed appointing representatives in an effort to expand broadband. So far, no interest has been expressed. M. Frier volunteered to inform his neighbors, as that is one of the roads that desires broadband. S. Lotspeich explained the time commitment and responsibilities of the representatives. It was suggested that information be forwarded to the Waterbury Roundabout to get the word out.

MANAGER'S ITEMS

Discuss American Rescue Plan Act (ARPA)

W. Shepeluk explained that earlier this year, Congress passed a bill and when President Biden signed it, the American Rescue Plan Act came to be. An important element of the law for local governments across the country is the Coronavirus Local Fiscal Recovery Funding (CLFRF) provision. The law provides for direct cash payments from the federal government to most local and county governments. The award is approximately \$100 per capita—Waterbury's share is expected to be \$539,665. If the town agrees to accept the money (and conditions), it will be paid out in two equal payments of about \$269,833 later this year or early next year. There are a variety of eligible uses for this funding. W. Shepeluk stated that in his opinion, the best fit for Waterbury is as replacement for lost revenue that occurred in 2020 and 2021. This will allow the funds to be carried forward to 2021 and to be appropriated through the town's normal budgeting process. There will be plenty of time

now through the end of next “budget season” to discuss this. The questions below need to be answered:

Shall the select board accept funding from the federal ARPA, agreeing to Award Terms and Conditions and Assurances of Compliance with Civil Rights Requirements?

M. Bard made a motion that the Town of Waterbury accepts its allocation of Coronavirus Local Fiscal Recovery Funding from the US Treasury, along with the Award Terms & Conditions and Assurances of Compliance with the Civil Rights Requirements of accepting these funds. The motion was seconded by K. Martin and passed unanimously.

Designate an Authorized Representative for the program

K. Martin made a motion that the Select Board appoint the Municipal Manager (William Shepeluk) to serve as the Authorized Representative of the Town of Waterbury as required by the Coronavirus Local Fiscal Recovery Funding from the US Treasury, to sign the Award Terms & Conditions and Assurances of Compliance with the Civil Rights Requirements as of July 6, 2021. The motion was seconded by M. Bard and passed unanimously.

Designate a Contact Person for the Program

M. Bard made a motion that the Select Board appoint the Municipal Manager (William Shepeluk) to be the Contact Person for the Coronavirus Local Fiscal Recovery Funding Award from the US Treasury to the Town of Waterbury and to make the Town Clerk (Carla Lawrence) the secondary contact person. The motion was seconded by K. Martin and passed unanimously.

Consider Reorganization of the Planning/Zoning Department

W. Shepeluk stated that the Board discussed the reorganization of the Planning & Zoning Departments at a previous meeting. The proposal is to allow more than one person to work on zoning applications. Staff proposes creating 2 new positions – Planning and Zoning Director and Assistant Planning and Zoning Director, both of which would be full time positions. The job descriptions have already been drafted and forwarded to the Board. An Acting Zoning Administrator job description was also drafted. Under the current structure, S. Lotspeich can move into that role. M. Bard made a motion to move forward with the restructuring of the Planning and Zoning Departments as recommended by staff. The motion was seconded by K. Martin and passed unanimously.

Consider Letter of Support for the Vermont Employment Growth Incentive (VEGI) by MTX Group, Inc. – a Prospective New Business Hoping to Locate in Waterbury

W. Shepeluk explained that the MTX Group, Inc. is a Contracting Consulting Corporation providing data and systems “product” to its customers. Major clients are governments. The corporate co-headquarters split the country east-west and may be in New York and Texas. Several regional hubs exist or are planned. The one proposed for Waterbury will serve New England and other northeastern states. The company is seeking a Vermont Employment Growth Incentive (VEGI) grant from the Vermont Economic Progress Council. If awarded the company plans to locate 100 employees in a building in Pilgrim Park. The goal of the VEGI is to expand employment here over several years. The company is looking to recruit “high tech” employees and hopes to target graduates from Vermont colleges and universities. K. Martin made a motion to approve the letter of support for the VEGI grant and to authorize the Municipal Manager to sign. The motion was seconded by M. Bard and passed unanimously.

Stowe Street Bridge – Schedule Alternate Presentation Meeting

W. Shepeluk explained that the Board should consider scheduling a meeting with VTrans to hear about the necessary (future) replacement of the bridge on Stowe Street that spans the Thatcher Brook at Lincoln Street. This bridge has been on the radar screen for VTrans, the CVRPC and the Town for a number of years. M. Bard made a motion to schedule an August 2nd meeting with VTrans to hear about the replacement of the bridge. The motion was seconded by K. Martin and passed unanimously.

Set Tax Rate

The Town received the education tax rates at the end of June. W. Shepeluk previously sent out an email with the proposed municipal tax rate calculation. W. Shepeluk reviewed the calculation with the Board. W. Shepeluk recommended setting the tax rate at 52 cents. The taxpayers gave the Board authorization to set the tax rate at 53 cents at Town Meeting. Revenues from the State are expected to be higher than budgeted. M. Bard made a motion to set the Municipal tax rate at 52 cents and the veteran's exemption at \$.0018 and the Hunger Mountain Childcare Center exemption at \$.0018. The motion was seconded by K. Martin and passed unanimously.

For future topics the Board added an update on the Senior Center and a discussion about the Hope Davey Park and disc golf.

Anne Imhoff expressed concern about the noise in the Downtown between private parties and fireworks. W. Shepeluk stated that the police will respond but not enforce the local ordinance.

There being no further Select Board business, the meeting adjourned at 9:11pm.

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: July 19, 2021