

**Meeting of the Waterbury Select Board  
January 24<sup>th</sup>, 2022  
28 North Main Street**

Present: M. Frier, M. Bard, C. Viens and D. Kehlmann, Select Board; W. Shepeluk, Municipal Manager; N. Nadeau, Director of Parks & Recreation; and C. Lawrence, Town Clerk.

Public: Lisa Scagliotti, Waterbury Roundabout; ORCA Media; Keith Macchione; Tami Bass; Anne Imhoff; Tim Griffith; Colin Green; Belle McDougall, Mike Rossi; Tom Scribner; Jonathan Siegel, Michael Thompson; Robert Parette and Alyssa Johnson.

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

**APPROVE AGENDA**

C. Lawrence asked to add liquor licenses for Blush Hill Country Club and Fairfield Inn & Suites under consent agenda items. M. Bard asked to include a discussion of the Municipal Manager hiring process under Select Board items. D. Kehlmann 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 consent agenda item including the minutes of the January 17<sup>th</sup> meeting and liquor licenses for Sunflower Natural Foods, Blush Hill Country Club and Fairfield Inn & Suites. The motion was seconded by D. Kehlmann and passed unanimously.

**PUBLIC**

There was no public comment.

**MANAGER'S ITEMS**

**Consider Contract – Transportation Liaison**

W. Shepeluk explained that the contract with Barb Farr expired on December 31, 2021. Even though B. Farr is technically retired, she has been coming into the office to finish up some projects and use her combined time off. The total contract is capped at 125 hours. C. Viens made a motion to approve the contract with B. Farr retroactive to January 1, 2022. The motion was seconded by M. Bard and passed unanimously.

**Ice Center**

W. Shepeluk previously distributed financial information on the Ice Center. W. Shepeluk has proposed that the Town appropriate \$100,000 to the Ice Center to allow it to recapitalize its reserve funds. Members of the Ice Center were present for the discussion. A decision will be made this evening as to whether this request will be placed in the budget or as a special article. J. Siegel explained that the Ice Center has had a number of capital expenses recently. The Ice Center did receive some grants during the pandemic and EFUD waived interest payments and deferred some UDAG payments. He stated that the Ice Center is financially in pretty good shape even given the pandemic over the past two years but would appreciate \$100,000 in ARPA funding. A discussion was held as to the work that has been done at the Ice Center recently. M. Frier pointed out that when the Ice Center was healthy pre-pandemic, their cash position was \$321,000. The UDAG payments that were suspended are scheduled to commence in July of this year. M. Bard asked if the Ice Center has any new ideas with the next 5 years. The response was that they would just like to get back to normal activities and that they are always thinking of new programs. D. Kehlmann asked if any strategic planning is done. M. Thompson stated that a budget is developed and managed each year. Revenues are good but the concerns are expenses and deferred maintenance. Discussion continued as to how the funding would be used. M. Frier expressed an interest to place the funding as a special article on the ballot.

## **Recreation CIP**

W. Shepeluk explained that the Recreation CIP proposes \$41,840 in spending that contemplates improvements to recreation buildings, fields, the pool and tennis courts. W. Shepeluk stated that he has included \$50,000 as a special article in the warning to engage a consultant to develop a master plan for recreational facilities at Hope Davey Park and on land used for recreation activities on land owned by EFUD near the Ice Center. B. McDougall and M. Rossi were present to support funding for a master plan for the recreational activities on the land near the Ice Center and in particular, a skate park. The process to work with a consultant on the master plan was discussed. The Recreation Committee, Director of Parks & Recreation and Community Planner would be involved in the process. M. Frier asked what the long-term annual costs for the skate park would be. B. McDougall stated a long term, sustainable maintenance plan would be developed and that there is a lot of work to be done. B. McDougall stated the group would fundraise Phase 1 up to \$350,000 and that fundraising for Phase 2 would happen later depending on the success of Phase 1. The goal is to raise revenue when the park is functional. The Town would have to budget some funds for annual maintenance.

W. Shepeluk stated that there is a draft of a user group agreement at Hope Davey with the disc golf group that uses the facility. M. Frier suggested that the Town assist in some of the master planning for the Hope Davey Park. The two major uses of the park are walking and disc golf. C. Viens suggested that someone from the Agency of Natural Resources view the property and delineate where the wetlands are. They might also suggest what can and cannot be done in these areas.

## **Budgets**

W. Shepeluk reviewed the CIP budgets with the Board. The General Fund budget was then discussed. It is designed to produce a tax rate of between 52 and 53 cents with a 1.5% increase in the grand list.

## **SELECT BOARD ITEMS**

### **Consider Australian Ballot Annual Meeting**

At the last meeting, by consensus, the Board decided to conduct the March 1<sup>st</sup> Annual Town Meeting by Australian ballot. C. Lawrence explained that this should be done by a vote of the Board. D. Kehlmann made a motion to conduct the March 1<sup>st</sup>, 2022 Annual Town Meeting by Australian ballot. The motion was seconded by C. Viens and passed unanimously.

### **Approve Annual Meeting Warning and Set Date of Informational Meeting**

The proposed date for the informational meeting is February 22<sup>nd</sup>, 2022 at 7:00pm. The format of the meeting was discussed. It was decided that the meeting will be a hybrid meeting. The Board reviewed the draft warning. C. Viens made a motion to approve the warning with tax rate of 53 cents and incorporating the changes discussed during this meeting. The motion was seconded by D. Kehlmann and passed unanimously.

### **Discuss Transition to New Town Manager**

M. Frier has an email in to VLCT about the process to transition to a new Town Manager. The actual discussion about resumes will most likely be done in Executive Session. W. Shepeluk stated that some communities form a search committee to assist. D. Kehlmann stated it would also be helpful to get input from staff as to what they would like to see in a Town Manager. Advertising the position was discussed.

There being no further business, the meeting adjourned at 10:17pm.

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: February 7, 2022