

Waterbury Village Trustees
October 20, 2010
Minutes

Present: E.W. Coffey, village president; L. Sayah, P.H. Flanders, trustees; M.K. Monley, D. Schneider, N. Howell, Visitors; C. Preston, A. Imhoff, press; W. Shepeluk, municipal manager

The meeting was called to order at 7:30 p.m.

The trustees passed over the minutes of the special meeting held on Sept 21, 2010 and will consider them at their next meeting.

D. Schneider, principal at Thatcher Brook Primary School appeared to express his appreciation for the initiatives taken by Alec Tuscany, PWD, and his staff to get caution lights and crosswalks ready for the opening of school in August. While Mr. Schneider had intended to call to ask that these issues be addressed, he did not have to do so as the tasks were accomplished without prompting. Mr. Schneider also expressed appreciation for the presence of police officers at school during the first week of classes. He stated that the police presence helped remind the public that school had started and that it was quite beneficial.

M.K. Monley appeared to seek permission to hold a "River of Light Lantern Parade" for school children in grades K-4 and their families in the village. The parade is scheduled for December 16, 2010. She requested December 21, 2010 as an alternate date in case of inclement weather. The parade would step off at the school at about 5:45 p.m. and proceed on Stowe St. to Railroad St and into Pilgrim Park. There would be a brief stop there for some singing after which the parade would proceed up Park Row to Main St. turning right and then to Stowe Street and finally back to school at about 6:45 p.m. A samba band, in keeping with a Brazilian theme at school, may be included in the parade to provide music. The school plans to coordinate with local businesses hoping to make this a positive, symbiotic community event. E. Coffey expressed concerns for the safety of the participants and suggested that the Waterbury PD have a high visible presence during the parade, perhaps leading and following it with a cruiser. Ms. Monley stated that safety was the highest priority and that some "safety drilling" would take place and be provided to the children. A motion was made and seconded (Flanders, Sayah) to allow the parade as request on December 16, 2010 with an alternate date of December 21, 2010. Motion was approved unanimously.

Trustees considered a request from Capital Soccer to erect a 12'x16' utility shed near their soccer field on village owned land near the Ice Center. Shepeluk explained locations that had been considered and recommended that it be put up near the rink's cooling tower, out of the flood plain. A motion was made and seconded (Flanders, Sayah) to approve the request by Capital Soccer for a shed as recommended by staff. The motion also authorized the municipal manager to sign the necessary application for a zoning permit. It was unanimously approved.

Trustees consider a draft Drug-Free Workplace Policy. Staff believes the policy had been considered and approved in the past, but no evidence of its adoption by the trustees can be found. There were questions about the proposed policy especially regarding hiring and dismissal processes described in the document. The trustees asked staff to come back to the November meeting with more information.

Trustees reviewed a letter concerning the Secure Recovery Facility proposed for construction at the state complex. E. Coffey explained that a meeting of the Public Oversight Commission is scheduled for November 3, 2010 to consider the state's proposal. The village and town are "interested parties" in the process and will present testimony at the meeting. The letter describes the position of the town and village and if approved should be mailed by October 22, 2010. The trustees voted unanimously to authorize the municipal manager to sign and send the letter after a motion to do so was properly made and seconded (Flanders, Sayah).

Shepeluk presented to the trustees loan documents to finance upgrades at the wastewater treatment plant. He explained the borrowing of \$300,000 was authorized by village voters at Annual Meeting held March 2, 2010. Flanders made a motion to approve documents allowing the borrowing of \$300,000 from People's United Bank at an interest rate of 2.2% for a term of one year. Sayah seconded the motion which was approved unanimously.

The manager presented a report of the general fund budget for the period ending October 12, 2010. He stated that in general the budget has been executed as planned. Presently regular pay in the police department projects to be overspent at year's end by about \$13,000. That overage can be explained by the additional shifts that had to be worked to cover extended sick time for the chief and the paternity leave of an officer. The manager proceeded to explain the budget report and stated that the year end fund balance would be in deficit by about \$14,000 if spending and receipt of revenues continued on current pace through the end of the year. However, he will take some action to reduce spending and believes that the year end fund balance will come in close to that budgeted.

The trustees focus on the police budget as it is the largest cost center in the general fund budget. After some discussion and questions, the manager suggested that spending for regular pay could be curtailed for the remainder of the year to bring year end spending closer to the budgeted amount, but that it would require dropping some shifts. The trustees requested that the manager work with the chief to reduce the current year end projection for regular pay. Looking forward to next year Flanders suggested that the PD budget be developed using a schedule that would employ the chief and the three full-time certified officers. The use of part-time officers should be minimized. Shepeluk reminded the board that all the full-time officers are entitled to leave time that includes holidays, vacations, sick time, and compensatory time. In addition, officers are sometimes required to be out of the village even while on duty. Court appearances and training are examples. Unless those shifts are dropped when full-time certified officer are out, part-time officers are necessary to provide police services. The trustees acknowledged those facts, but all agreed that staff must generate a police schedule for 2011 that will allow the trustees to consider lower payroll in the 2011 budget.

E. Coffey reiterated the concerns about poor sight distances for motorists entering Main St. from Winooski St. The trustees might consider amending the parking ordinance to address the concern, but would like the manager and public works director to review the situation, giving consideration to traffic standards for sight distances that may be in place.

P.H. Flanders expressed appreciation for efforts made by Officer Tim Burrows to address concerns about area youth who had been using "air" rifles and hand guns improperly. Coffey and Sayah concurred with the sentiments expressed by Flanders.

E. Coffey expressed concerns about some of the new equipment being purchased for the police department. Specifically he asked questions about equipment and supplies used for "forensics".

Shepeluk acknowledged those concerns and related a conversation that he had with the chief of police yesterday. While the new equipment and training lines in the budget still have balances to spend, the manager directed that no more spending of any kind on "forensics" would take place this year. E. Coffey expressed his opinion that it was not necessary to spend every line item in the budget "up to its budgeted amount". Shepeluk stated that he agreed and that he in the chief were already adjusting planned spending in 2010 to attempt to keep total spending within the budget authorized by voters in March.

The meeting adjourned at 9:35 p.m.

11/10/2010

E. Coffey
Shepeluk
Laurence Jayah