

Waterbury Village Trustees  
November 10, 2010  
Minutes

Present: E.W. Coffey, Village President; W. Shepeluk, Municipal Manager; L. Sayah, P.H. Flanders, J. Feccia, Waterbury Police Chief, B. Yacavoni, CPA, C. Satterfield, N. Howell, A. Imhoff, C. Preston and D. McCarty.

The meeting was called to order at 7:30 pm.

W. Shepeluk introduced Bill Yacavoni, CPA from Barre. Bill Yacavoni has done the Waterbury town and village audits for several years. There was a discussion on the purpose of the audit, which was a regular financial audit and the village spent extra because there are federal funds that needed compliance. The Board of Trustees and Bill Yacavoni reviewed the 2009 audit report. A discussion followed. The records are in excellent shape. The cash receipts are working great. There are good systems in place now that are making things work well. P.H. Flanders wanted to recognize W. Shepeluk and his staff for doing such a great job. No action taken.

Sergeant Chuck Satterfield from the Northfield Police Department made a presentation on the value of traffic enforcement and challenges facing small local police forces. Discussion followed on how traffic safety affects small towns like Waterbury and Northfield and how police need to help assist each other in surrounding communities when police staffing is minimal in those communities. Sergeant Satterfield also discussed grants that are available from the Governor's Highway Safety and DUI Grants that can help fund traffic safety efforts in small towns.

Drug Free Workplace Policy: This policy was discussed at the last meeting for consideration and review. There are no changes to the policy. Today's meeting includes written comments from Jim Barlow, Senior Staff Attorney at VLCT Municipal Assistance Center who reviewed the policy. He advised that this policy is more stringent than the federal law and that there can be a policy that does not require firing someone but rather implementing progressive action for policy violations. W. Shepeluk expressed his opinion that Waterbury Village and Town should try to have a consistent drug free work policy at both municipalities if possible.

Action taken: W. Shepeluk will work on drafting "softer" policy language to review and consider at the next meeting. P. Flanders requested to have the proposed revisions sent out before the meeting to review.

Waterbury Policy Report: Joby Feccia, Chief of Police reviewed and discussed current police department operations and service levels for 2011. The shooting range noise complaints and the call to the Stowe Police Department were also discussed. Police staffing levels were discussed and the data was reviewed. The number of hours that each police officer typically works on a weekly basis was discussed as well, including part time and full time options. P.H. Flanders asked what coverage we will get and what will the costs be? Discussion followed.

Other Business:

Approval of Meeting Minutes:

The Board of Trustees reviewed the September 21<sup>st</sup> and October 20<sup>th</sup>, 2010 meeting minutes. A motion was made by L. Sayah to approve both sets of minutes as presented. P.H. Flanders seconded the motion. All approved unanimously.

Thank you letters that were submitted to the Village of Waterbury were read by E. Coffey. The first letter complimented the recent sidewalk improvements. The second letter expressed appreciation and gratitude for the pumpkin event at Rusty Memorial Park in October. No actions taken.

Health Insurance Costs for 2011:

W. Shepeluk discussed the current health insurance plan for employees. Currently, the Village offers a high deductible and Health Savings account. W. Shepeluk just received rate renewals from the health insurance provider. Any changes will most likely not go into effect until the following year. Action taken: W. Shepeluk will draft a proposal of health insurance options for the Board of Trustees to review at the next meeting.

Upcoming Joint Meetings:

12/1 – Planning Commission and Development Review Board  
12/6 – Discuss joint meeting of Select Board

Executive Session and Adjournment:

Action taken: at 10:15 pm, L. Sayers motioned to go into Executive Session. P.H. Flanders seconded the motion. Motion passed. The public meeting was adjourned. The Board came out of Executive Session at 11:30pm and the meeting was adjourned.

The next Board of Trustees meeting is December 8, 2010.

*Approved 01.26.2011*

Respectfully Submitted,

Denise McCarty  
Board of Trustees Secretary

*Evelyn Coffey*  
*Howard Flanders*  
*Lawrence Sayers*