

Waterbury Village trustees  
Wednesday January 12, 2011  
Minutes

Present: E. Coffey, Village President; P. H. Flanders, L. Sayah, Trustees; F. Abraham, Waterbury Community Band; W. Richardson, Green Mountain Community Alliance Church; L. Mason & A. Lewis, Waterbury Rotary Club; A. Imhoff, ORCA; W. Shepeluk, Municipal Manager; Public: N. Howell-Sherman

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

The minutes of the previous meetings were not available for signing and were not considered.

The trustees met with the representatives of three organizations that sponsor or produce concerts in the Rusty Parker Park during the summer months. W. Shepeluk introduced the subject stating that in years past some local residents who lived around the park had expressed concern about the number of concerts presented at the park. Some had suggested, in addition to noise and parking, that too many concerts in one week was an issue of concern. The trustees stated to those in attendance that their desire was to accommodate all who wanted to present concerts, but that they would be limited to no more than two concerts per week. L. Mason of the Rotary Club stated that they intended to present one concert a week from June 16<sup>th</sup> through August 18<sup>th</sup>. The club had decided against offering a Friday night concert before Waterbury's Independence Day Celebration this year. Their schedule calls for 10 concerts. The trustees asked Mr. Richardson if his church was going to be presenting any concerts this year. He stated they had presented four in the past, but hoped to present two in 2011. One on Saturday June 25<sup>th</sup> and another on Saturday July 23<sup>rd</sup>. Shepeluk asked Mr. Abraham if the Community Band could be flexible with regard to scheduling their 3 or 4 Tuesday night concerts to insure no more than three concerts in any week. Mr. Abraham stated that he would be happy to work with the village to insure that outcome. The trustees indicated support of the schedules as proposed. Shepeluk asked how the Concerts on the Porch offered by Green Mountain Coffee Roasters fit into the equation. By consensus, the trustees agreed that those are not concerts in the park and because they played to a small audience and used no amplification that they would be permitted to hold their weekly events. They stated that those concerts would not be counted in the number of concerts offered at the park.

The trustees considered a letter from Alena Schnarr, Zoning Administrator. She asked the trustees to consider appointing Steve Lotspeich as Acting Zoning Administrator to handle all zoning related responsibilities pertaining to the property at 2 Winooski Street. Ms. Schnarr's letter stated she had a conflict of interest with regard to the owner of that property. Ms. Schnarr stated that she lives next door at 4 Winooski Street, but that her driveway is shared with 2 Winooski Street. The trustees believed her request was reasonable. On a motion made and duly seconded (Flanders/Sayah), the trustees appointed Steve Lotspeich as Acting Zoning Administrator for the purpose of administering the Zoning By-laws as they pertain to the property at 2 Winooski Street. The approval was unanimous.

At the request of Alec Tuscany, Public Works Director, Shepeluk recommended to the trustees that they approve increasing the debt for the wastewater phosphorus removal project by \$9,900 to allow Stantec to design a truck-port necessary for storage of motor vehicles and equipment that will be used in the process. This truck-port is an eligible element of the project and the village will be reimbursed for the associated costs once the project moves to the construction phase. On a motion duly made and seconded (Flanders/Sayah) the trustees signed the necessary loan documents and authorized the municipal manager to sign the contract with Stantec for the design of the described improvements. The approval was unanimous.

January 12, 2011

The manager presented a report to the trustees concerning an expression of concern pertaining to the Waterbury Police Department and its response to a call for service made from one of the offices of Green Mountain Coffee Roasters. No action was taken.

The manager presented a report on the budget for the year that ended 12/31/10 and presented a proposal for the 2011 village general fund budget. Shepeluk explained many of the revenue and expense lines of the past year and his recommendations for 2011. He presented an excerpt from the minutes of the select board meeting Monday that contained a counter proposal to the village's offer to pay the town \$122,705 for the administrative fee in 2011. The trustees said that since there was no opportunity to discuss it with the select board, they would not change their offer. They directed the manager to budget for a payment of \$122,705 to the town for the administrative service fee.

Much of the discussion was devoted to the budget for the police department. Shepeluk and Chief Feccia described the 2011 spending plan for the police department. The budget presented reduced spending in the department by \$20,000 from the 2010 budget amount and was \$28,525 less than was spent in 2010. Shepeluk reminded the board that personnel costs exceeded the budget in 2010 due to an extended illness and family leave involving two officers. The 2011 budget contemplates four full time officers scheduled to work 40 hours per week. The position of a part-time certified officer scheduled to work 30 hours per week in 2010 has been eliminated and the Regular Pay line has been adjusted down to reflect this. Shepeluk reported that the 2011 budget suggests a part-time officer is scheduled to work four eight hour shifts per month. In addition, part-time officers will cover some shifts left open due to leave time and training commitments. All together about 1200 hours of part-time work is contemplated for a cost of about \$18,000. The additional \$12,000 of part-time pay necessary to bring the line item to \$30,000 will be spent on a part-time administrative assistant. P.H. Flanders suggested that in lieu of a wage increase, the municipalities might consider additional lump sum payments to employee Health Savings Accounts. He suggested for consideration \$1,500. He stated that the benefit would allow lower paid employees to get a higher percentage increase than higher paid employees. The municipalities would save the FICA and retirement costs normally associated with pay raises as would the employees. In addition, this payment would not affect the base pay of the employee and a compounded increase over time would be avoided. Shepeluk stated there was merit to the idea, but pointed out that some full-time employees and most part-time employees did not own Health Savings Accounts. Flanders suggested that those employees could be given an equivalent lump sum payment (like a bonus) that would not increase the base pay of the employee. He stated that some or all of the withholdings that the "bonus" would be subject to could be covered by the village to keep those employees close to whole. Flanders stated that he hoped to discuss this proposal with the select board, but favors it even if the town goes in a different direction. The trustees asked the chief and manager to try to reduce some spending in the proposed \$388,500 police budget so that lump sum payments may be made to employees (as described above), keeping the total budget for the 2011 police budget at \$388,000.

The trustees, the chief and the manager discussed some options for replacing one of the police cruisers. Feccia presented several options. He stated that the Crown Victoria cruiser is scheduled to be replaced this year, but some consideration should be given to keeping it and replacing the Expedition. That vehicle has become "a money pit" with regard to breakdowns and repairs of late.

The trustees agreed to make a final decision on a police vehicle, the general fund budget and the warning for the annual meeting at their next meeting. **They agreed to hold it on Wednesday January 26, 2011 at 9:00 a.m. as one of the trustees cannot make an evening meeting that week.**

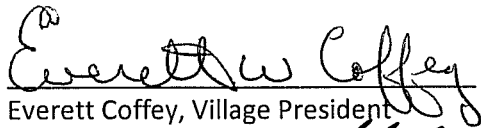
President Coffey reported that he had attended several meetings recently to insure that the village interests were expressed or protected. He had participated in a meeting involving the proposed Secure Residential Facility. The project has been approved by the Public Oversight Commission despite objections from some "clients" and a state representative. He expressed "thanks" to Cathy Mackey for her involvement and attention to the project. Coffey reported he and trustee Sayah had attended a recent meeting of the planning commission where the issue of the Development Review Board and Flood Hazard Regulations were discussed. Coffey offered a letter written by Darren Higgins, chair of the planning commission, which expressed concerns about the new flood map. He suggested that the village needed to pay close attention to this issue and the implications of the new mapping as 32 properties are moved into the flood zone by the new map while 10 others were moved out of the hazard zone. He pointed out that many property owners faced higher costs for flood insurance due to the mapping and that some could face difficulty when trying to develop or transfer property. The trustees asked staff to keep abreast of the issue and report back if necessary.

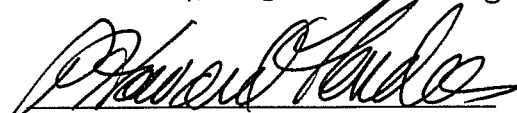
The meeting adjourned at 11:05 p.m.

Respectfully submitted,

William Shepeluk, Municipal

Approved on: 01.19.2011

  
Everett Coffey, Village President

  
P. Howard Flanders, Trustee

  
Lawrence Sayah, Trustee