

**Waterbury Select Board, Trustees, and Library Commissioners**  
**Joint Meeting**  
**May 29, 2012**  
**Wesley Methodist Church**

Present: R. Ellis, Vice Chair; C. Nordle, C. Viens, and K. Miller, Select Board; P. H. Flanders, Village President; L. Sayah and N. Howell-Sherman, Trustees; H. Grenier, M. Luce, and M. Rivera, Library Commissioners; M. Kasamatsu, Library Director; W. Shepeluk, Municipal Manager; C. Palermo and A. Imhoff, Waterbury Historical Society; M. Callan, Project Champion; K. Fountain, Waterbury Record; N. Remsen, Burlington Free Press; and C. Lawrence, Town Clerk.

The meeting was called to order at 5:37pm.

**REPORT ON MAY 24<sup>TH</sup> DISCUSSION WITH BUILDINGS & GENERAL SERVICES**

R. Ellis reviewed notes on the May 24<sup>th</sup> meeting between BGS and municipal representatives. They discussed long term community recovery projects that touch on the complex, including:

- Hunger Mountain Childcare Center: interested in 2 properties on South Main Street for childcare facilities.
- Central Vermont Community Land Trust: interested in Ladd Hall and Wasson Hall for housing units.
- Community District Heating: municipal representatives are interested in seeing this project move forward.

The municipality is interested in Stanley Hall, Wasson Hall, Logue cottage and the parking area associated with these buildings, and the following items were discussed:

- Price: BGS is willing to sell the properties at a “fair and equitable price”, which is different than fair market price.
- Land boundaries: BGS will talk with Freeman French Freeman about surveying the property boundaries.
- Access road on river side of parcel: BGS will discuss with Freeman French Freeman if this is a path or access road.
- Demolition schedule: Can the State demolish the building and transfer the land to the town/village? BGS will get an estimate of the cost to demolish Stanley Hall.
- Friendly commitment letter: Easier to justify spending municipal money if the state would write a letter indicating interest in transferring ownership to the town/village.
- Environmental site assessment: Work with EPA brownfields program to conduct an environmental site assessment.
- Flood study: BGS to provide the contact name for the flood work being conducted by Freeman French Freeman consultants.

### **CONTRACTORS**

J. Grenier will be talking with DEW to compare construction costs of new construction versus utilizing the existing Stanley Hall building. C. Viens, C. Nordle and W. Shepeluk did a site walk of the building earlier in the day and explained possible ideas for utilizing the existing building. The Boards discussed working with Steve Roy to modify option 5 to incorporate these ideas and include the police. C. Viens and C. Nordle will put a sketch together and P. H. Flanders will contact S. Roy.

### **WORKING GROUPS**

R. Ellis suggested the following working groups to move the project forward:

- a. Determination of fair and equitable price: C. Nordle, C. Palermo, P. H. Flanders, M. Luce and W. Shepeluk volunteered.
- b. Pros and cons of “design-bid-build” and “construction management”: R. Ellis will ask Joe Greene to come to a meeting and explain these options.
- c. Environmental site assessment (contact EPA Brownfields): P. H. Flanders volunteered.
- d. Grant possibilities: A discussion was held with regard to grant possibilities and funding sources, and the potential to acquire some state CDBG funding.
- e. Community engagement strategies: The library commissioners and C. Lawrence volunteered to research ways in which to get community involvement.
- f. Project manager: It was discussed whether this project needs a manager and whether the EDA/USDA grants will allow for staff support.

R. Ellis suggested that discussions should be held with regard to the ownership model for the new facility. C. Nordle, P. H. Flanders, and K. Miller volunteered to review.

The next meeting of this group was scheduled for Monday June 18<sup>th</sup> at 6:00pm, prior to the Select Board meeting scheduled at 7:00pm.

### **MANAGER/CLERK'S ITEMS**

The Manager presented three capital improvement refunding notes to the Trustees. The first was for \$17,800 for one year at an interest rate of 2.2% and was originally issued to purchase a backhoe. The second was for \$27,000 for one year at an interest rate of 2.2% and was originally issued to make improvements to the water system. The third was for \$5,000 for one year at an interest rate of 2.2% and was originally issued to make improvements to the municipal building. N. Howell-Sherman made a motion to sign the notes as recommended by the Municipal Manager. The motion was seconded by L. Sayah and passed unanimously.

The Manager presented a capital improvement note to the Select Board for \$40,000 for one year at an interest rate of 2.2% that was originally issued to make various capital improvements. K. Miller made a motion to approve the borrowing of \$40,000 at an interest rate of 2.2%. The motion was seconded by C. Nordle and passed by those present.

Thatcher Brook Primary School made a request to use Hope Davey Pavilion on June 14<sup>th</sup> from 5:00pm to 7:00pm for a pot luck dinner and to use Dac Rowe fields on June 19<sup>th</sup> from 10:00am to noon for 3<sup>rd</sup> and 4<sup>th</sup> grade field days, both with waiver of fees. K. Miller made a motion to approve the requests with fees waived. The motion was seconded by C. Viens and passed by those present.

C. Lawrence explained a project to digitize and index all of the plat maps. This would provide backup, enhance research and allow better copies. The estimated cost of \$7,100 would come from fund 37, designated for this purpose. K. Miller made a motion to authorize an expenditure of up to \$7,500 for this project. The motion was seconded by C. Viens and passed by those present.

The Manager explained that at Town meeting, the voters were asked to set the first tax due date on August 10, 2012. Tax bills are mailed 30 days prior to the first due date. Staff would like the due date to be moved one week later, to August 17, 2012. The Select Board will consider this request.

A. Imhoff requested that video equipment be built into the conference areas of the new municipal facilities.

There being no further business, the meeting was adjourned at 6:55pm.

Respectfully submitted,

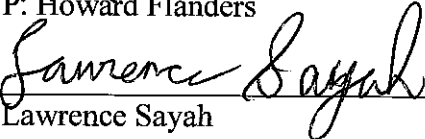
Carla Lawrence, Town Clerk

Approved on:

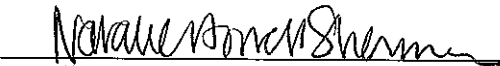
June 13, 2012



P. Howard Flanders



Lawrence Sayah



Natalie Howell-Sherman