

**Joint Meeting of the Waterbury Select Board,
Village Trustees, and Library Commissioners
October 1, 2012
Main Street Fire Station**

Present: J. Grenier, Chair; R. Ellis, 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, A. Durkin and M. Rivera, Library Commissioners; W. Shepeluk, Municipal Manager; A. Tuscany, Public Works Director; K. Fountain, Waterbury Record; A. Imhoff, ORCA Media; D. Taube, Times Argus, S. Lotspeich, Municipal Planner, E. Loomis, VISTA Member.

The meeting of all Boards was called to order at 6:02 pm.

MINUTES

R. Ellis made a motion to approve the Minutes of the September 17th, 2012 Tri-Board meeting. The motion was seconded by P.H. Flanders and passed unanimously.

UPCOMING SCHEDULE REVIEW

- Main Street Reconstruction-Public Informational Meeting- Wednesday October 3, 2102 @ TBPS cafeteria-7:00 p.m.
- Pomegranate Project Open House- Wednesday October 10, 2012 @ 5:00 p.m.
Location: TBA
- Community Development Block Grant (CDBG) Public Hearing- Wednesday October 10, 2012 @ Main Street Fire Station- 7:00 p.m.
- Tri-Board Meeting & Joint Trustees/SB Meeting- October 15, 2012 @ 6:00 p.m.
(CDBG applications; Winter Festival)
- Tripp Muldrow-Market Study Findings- Thursday October 25, 2012-time & place TBA
- LTCR Steering Committee meets Wednesdays @ 4 PM (Corey Nygaard from FEMA will attend October 10, 2012)
- LTCR Champions meets Thursday, October 18th or October 25th @ 5:30 PM (will review possible conflicts before setting date).

CDBG GRANT PROCESS: MUNICIPAL COMPLEX UPDATE

Municipal Complex Project Description—Will be shared at the public hearing on October 10th along with three other requests. A copy of the project description was distributed. S. Lotspeich explained the project design: focus on planning and early construction process. Also supplied an early draft budget (dated 09/26/12) including sources of funds (CDBG, Insurance for 51 S. Main, Sale of 51 S. Main; Sale of 28 N. Main (current library), and Bond Sale. Awaiting response to RFP's to determine design & engineering costs. M. Luce noted that library is currently assessed at \$340,000. W. Shepeluk cautioned that it's very early to be attaching a definitive value to sale prices—these are meant to be very preliminary planning figures. S. Lotspeich will send the project description out electronically to all members.

The required public hearing has been warned in *Times Argus*—will also publicize on website and in the *Waterbury Record*. R. Ellis will run the hearing on the 10th. Minutes from the hearing will be attached to the CDBG applications, as will the notice for the meeting. A public hearing must be held at least 5 days before the application is submitted.

K. Miller asked if our projects are in competition with one another. Answer: the Little River Connector project and Local Development Corporation will both be planning grants, the Municipal Complex and Flood-proofing the Main Pump Station will be in the category of municipal infrastructure. N. Howell will share the spreadsheet detailing various LTRC projects and the spread of CDBG requests.

A. Durkin asked about the allocation of insurance proceeds for 51 S. Main. P.H. Flanders explained that the Trustees will meet soon to discuss final disposition of the property (and usage of insurance funds).

RFP for Architectural Services—The site walk at the State Complex is scheduled for 2 p.m. on Wednesday with one of Dave Jennison's staff, the deadline for RFP responses is October 10th at 4 p.m.

J. Grenier made a motion to move into Executive Session at 6:35 p.m. for land acquisition discussions. P.H. Flanders seconded (W. Shepeluk remained.)

The Boards came out of Executive Session at 7:03 p.m. with no action taken.

R. Ellis moved to include a piece from the Select Board-Village Trustees meeting as part of the Tri-Board meeting. The Town just received word that a \$140,000 EDA grant was approved to fund a Recovery Director (total project funding \$147,000) and additional funding for a business case manager (\$28,000 of the total project funding). CVCLT will manage the RFP for the business case manager, the municipality will manage the RFP for the Recovery Director (all RFP's per EDA guidelines). The Recovery Director will be the overall project manager for a number of the LTRC projects, including supporting the Municipal Complex project. R. Ellis explained the distinction between the Recovery Director (funded by the EDA grant) and the anticipated Economic Development Specialist (firm or individual) who will be contracted as part of the pending CDBG \$100,000 application for an economic development planning grant. The latter project focuses on the creation of a Local Development Corporation to support existing businesses and to draw new businesses to Waterbury. In contrast, the Recovery Director will be tasked with broad-based support of LTRC initiatives as defined by the Waterbury LTRC Plan (released in May 2012).

The next meeting of the Tri-Boards will be on October 15, 2012 at 6:00pm.

There being no further business, the meeting was adjourned at 7:21 pm.

Respectfully submitted,

Megan Rivera, Library Commissioner & Carla Lawrence, Town Clerk

Approved on: October 15, 2012