

**Waterbury Village Board of Trustees Meeting
Main Street Fire Station
April 10, 2013**

Attendees: P. Howard Flanders, Village President; Lawrence Sayah and Natalie Howell-Sherman, Trustees; William Shepeluk, Municipal Manager; Joby Feccia, Police Chief; Anne Imhoff, ORCA Media; and Denise McCarty, Board Secretary.

Public: Kristin Fountain, Waterbury Record; Luke Shullenberger, Green Lantern Development.

The meeting was called to order by P. Howard Flanders at 7:03 pm.

Approval of Meeting Minutes

L. Sayah motioned to approve the meeting minutes of March 13th and April 1st as presented. N. Howell-Sherman seconded the motion. The motion was voted on and passed unanimously.

Update of Painting of the Cruiser

The new cruiser will be painted with black and gold lettering/detailing. The local designer is Laura Parette. Chris Ford from Ford Lettering will paint the branding on the new cruiser.

Monthly Police Report – Chief Joby Feccia circulated the March police report and discussed the VLCT Policy Manual with regard to 12 high risk areas: 1) Use of Force 2) Emergency Vehicle Operation/Pursuit 3) Arrest, Search & Seizure 4) Care, Custody, Restraining and Transportation of Prisoners 5) Officer Involved Domestic Violence 6) Property and Evidence 7) Off Duty Action 8) Sexual Harassment, Discrimination, Misconduct 9) Selection, Hiring, Retention 10) Internal Affairs and Complaints 11) Special Operations 12) Person of Diminished Capacity.

Training Update and Requests

There is an Active Shooter Response Training at the Enosburg Falls High School in July. The class is \$500 per student. Chief Feccia and Officer Mazzilli would like to attend this training. Also, there is a Patrol Rifle Instructor course, sponsored by the VT Criminal Justice Council. The course is a week long and the cost of the course is \$599.00. Chief Feccia would like to send Officer Mazzilli to attend this training. N. Howell Sherman asked how hiring new staff will impact the training budget and will there be enough money to do all necessary trainings? No action was taken at this time.

Issues with window display – N. Howell-Sherman will work with Eva Loomis to coordinate access to the display window for community members, rather than having the police department members provide access. If E. Loomis is not available then N. Howell-Sherman will assist.

Update on Administrative Assistant Position – Chief Feccia is currently reviewing applications. There are close to 40 applications and there are several good candidates.

Police Statistical Report by Month – The Trustees reviewed the police statistical data. N. Howell-Sherman asked a question about what the difference was between parking issues versus parking tickets issued. Discussion followed. Parking issues include the winter parking ban.

Crown Vic Cruiser – The Crown Vic police cruiser is now fixed. The cruiser needed a fan. The cruiser will be put in the State surplus auction in May and it is estimated to get \$3,000 to \$4,000.

Update on Hubacz Lawsuit

John Leddy, the attorney that is working on the Hubacz case, sent an update to W. Shepeluk regarding the lawsuit. Most of the lawsuit has been dismissed. W. Shepeluk summarized the 43 page document from Judge William Sessions. Discussion followed. No action was taken at this time.

Green Lantern Project

Luke Shullenberger with Green Lantern Development gave an update regarding the solar panel project in the Sweet field. Discussion followed. The time frame would be to submit the entire proposal by the end of the month. The Village would need to execute a lease agreement. Contracts would then be executed and awarded by the end of May. There is also the Act 248 permitting process then a system impact study from an electrical engineer. Alec Tuscany had a concern about the 200 foot radius and if there is any impact. He would like the opportunity to speak with the consultant about this. A. Tuscany will also take a closer look at the infrastructure at that site to make sure it will accommodate underground access. P. H. Flanders is also considering the 500 kilowatt project as an alternative. The Trustees will discuss this project on Monday with the Select Board meeting. No action was taken at this time.

Trustees Letter of Commitment for Municipal Complex CDBG Grant Application
N. Howell-Sherman motioned to authorize the Village President to sign the letter of support for the CDBG application committing the sale proceeds and the insurance settlement proceeds from 51 South Main Street conditional upon the agreement between the Trustees and Select Board regarding future payments of the police space located in the complex. L. Sayah seconded the motion. The motion was voted on and passed unanimously.

Rusty Parker Requests

N. Howell Sherman made a motion to approve the two Rusty Parker usage requests for Winooski Natural Resources Conservation District Trout Sale on Wednesday, May 1st from 4:00pm to 6:30 pm and River Runs Through It Garden Club on Saturday, May 25th from 7:00am to 12:00 noon for their plant sale. L. Sayah seconded the motion. The motion was voted on and passed unanimously.

Manager Quarterly Budget Report

W. Shepeluk reviewed his quarterly budget report. The Village has only taken in 1 percent of the revenue so far this year. This is not unusual for this time of year. The property tax revenue comes in later in the year and hopefully the police revenue will pick up as well. Discussion followed regarding the audit report. No action was taken at this time.

Permits issued to street vendors

In the Village Charter, there is a provision regarding vendors. The Village could charge \$3.00 per day per vendor. W. Shepeluk is asking that the Trustees consider implementing an up-to-date vending ordinance. Discussion followed. P. Howard Flanders suggested looking at other towns vending ordinances to see what they are doing. No action was taken at this time.

Update on Trustees Priority Projects per Annual Report

P. Howard Flanders reviewed the list of goals that were established earlier in the year for the Trustees to accomplish. There were many goals that had been accomplished and others that still needing to be accomplished. No action was taken at this time.

Other Business

None at this time.

Executive Session

N. Howell Sherman motioned to go into Executive Session at 9:10 pm to discuss a contractual issue. L. Sayah seconded the motion. The motion was voted on and passed unanimously.

There being no further business the meeting was adjourned at 9:45pm.

Respectfully submitted,

Denise McCarty
Board Secretary

Approved on: May 18, 2013
P. Howard Flanders
P. Howard Flanders

Natalie Howell Sherman
Natalie Howell-Sherman
Lawrence Sayah
Lawrence Sayah