

**Waterbury Village Board of Trustees Meeting
Main Street Fire Station
May 22, 2013**

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

Public: Freya Chafee; Everett Coffey; Mary Fillmore; John Sherman (for partial meeting)

The meeting was called to order by P. Howard Flanders at 4:30pm.

Public

E. Coffey asked the Board if they require physical exams for full and part-time officers, and if so, are they up to date? The Manager stated he is not aware of any policy requiring physical exams. E. Coffey asked the Chief if he plans to ask part-time officers who are no longer working for their equipment and uniforms. J. Feccia stated that he is frustrated with the lack of availability of part-time officers. He would like them to work at least one shift per month. He has given no orders yet to have any part-time officers turn in their uniforms and equipment.

Art In The Alley

Freya Chafee was present to discuss Art in the Alley. There will be three events this summer on June 26th, July 31st, and August 28th. She asked the Board for permission to close Stowe Street for these events from 5:00pm to 8:00pm, as they would like to have artists on the sidewalks and music/dancing in the street. J. Feccia stated he has no issues with the request but that the Fire Chief should be included in the loop. F. Chafee stated that there were safety issues last year. The Manager suggested closing the street at the Dry Bridge versus at Bidwell Lane. N. Howell-Sherman made a motion to approve Art in the Alley on June 26th, July 31st and August 28th, and to close Stowe Street from Main Street to the end of the Dry Bridge on June 26th with the contingency that the Select Board and Fire Chief approve. The motion was seconded by L. Sayah and passed unanimously. The Board will revisit closing the street for the other two dates after the June 26th event.

Rusty Parker Park Requests

L. Hines has requested the use of Rusty Parker Park for a wedding on June 15th at 11:00am or noon. N. Howell-Sherman made a motion to approve the request. The motion was seconded by L. Sayah and passed unanimously.

Mary Fillmore – Follow up discussion on Police Department Relationships

Mary Fillmore returned for a meeting with the Trustees, Municipal Manager and the Waterbury Police Chief to discuss progress since facilitating communications between the Village and the Police Department. She asked to hear what has been accomplished and is going well, and where there are still areas of concern. N. Howell-Sherman stated that the Board has more clarity and have better communications, and that the Manager and Chief meet regularly. They are receiving reports from the police regarding community engagement. The Chief has accomplished some other tasks and is still working on some goals. The Board thought that they have gained a more open communication system.

The Chief indicated that he feels the experience has been positive and the communications are better, although he expressed some frustrations with micro-management. He has been reviewing the high risk policies, and had a 360 degree evaluation preformed on him last December. He will complete evaluation of his officers by June 30th, and has a target date for inventory by June 30th.

W. Shepeluk made an observation that he and the Chief have a lot on their plates and spend a lot of time on issues related to the community. They will interview candidates for the administrative assistant position this week which will help with administrative details.

E. Coffey indicated that speed patrol has improved on Winooski Street, but that more work needs to be done. The Chief responded that it is hard to run radar at certain times as people make reasonable requests, but it is sometimes hard to meet the demands.

E. Coffey discussed his concern with speeding on Main Street. Chief Feccia indicated that he has begun enforcing the "Click it or Ticket" in Waterbury. E. Coffey suggested that police officers be required to have physical exams like other professionals. The union contract will need to be reviewed. Discussion followed. Mary Fillmore suggested that Chief Feccia provide more details in his reporting that indicate progress markers not just the end result at the end of each month. Also, when it is appropriate and without breaching confidentiality, give specific examples for the Trustees.

Also discussed was the progress made by the Waterbury Police Department with taking inventory of all office equipment, office supplies, IT equipment, and high end police equipment. The goal is to have the entire office inventory accounted for and a process in place for keeping track of the items by the end of June. Then all significant larger/expensive items get inventoried by the end of July. Mary Fillmore also reminded Chief Feccia of a previously discussed project. The Chief will construct the top ten frequently asked questions that the police department receive and put those questions and answers on the Waterbury website.

Chief Feccia gave an update about the old cruiser. He recently dropped it off at the state surplus auction. He will go to DMV to get the title fixed or a duplicate title issued. The insurance will not be removed from it until the cruiser is sold.

Mary Fillmore will formally check back with the Trustees, Municipal Manager, and the Chief in 6 months. She thinks that there has been progress and movement in a good direction. No other action was taken at this time.

Other Business

W. Shepeluk gave an update on the funding for the phosphorus project and what the best option is beyond the 5 year term loan. Although there are three funding options, the Agency of Natural Resources revolving loan fund is clearly the best deal offering a 2 percent interest rate per year. W. Shepulek has an application and has asked Alec Tuscany, the Public Works Director, to complete it while W. Shepulek is on vacation. A. Tuscany may have a request for the Trustees to approve the application while W. Shepulek is on vacation. The Trustees would have to approve the application and then the loan documents when they are ready. The principal balance is \$355,000. Payment will be \$21,000 a year. Discussion followed. No action taken at this time.

Chief Feccia's Performance Evaluation

The Trustees and Manager will need to discuss before the next meeting giving a performance evaluation to Chief Feccia as there has not been one completed in a long time.

Approval of Meeting Minutes

N. Howell Sherman motioned to approve the following meeting minutes of the May 8th meeting as presented. L. Sayah seconded the motion. The motion was voted on and passed unanimously.

Luke Shullenberger from Green Lantern, Solar Panels Proposal

The proposal is to have a solar panel farm on Sweets Field. This is a "net metering project". This project is estimated to produce 700,000 kilowatt hours of electricity. GMP would pay Waterbury 20.6 cents per kilowatt hour and Waterbury would then pay Green Lantern 18.2 cents per kilowatt hour (90 percent) and Waterbury would keep 2 cents per kilowatt of that (10 percent). That is approximately \$14,000 that Waterbury would make per year in net meter credits in addition to \$1,500 per acre for leasing the land (approximately 4 to 5 acres of impacted land). The proposal is for a 25 year lease to Green Lantern and their investors. Discussion followed on options to buy out the lease. Luke Shullenberger reviewed the process with the Trustees: Implement Land Lease Agreement between Green Lantern and the Town of Waterbury and a Standard Solar Agreement (which would establish the net metering agreement) between Green Lantern and the entity that is benefiting from the net metering. Then build the project and connect to grid and towns. Waterbury would start to receive 20.6 cents per kilowatt hour from GMP and then Waterbury would pay Green Lantern 18.2 cents per kilowatt hour and Waterbury keeps 2 cents per kilowatt hour of that. W. Shepeluk stated that the Village would need to submit a permit with the Town of Waterbury, then it would need to go through the 248 Process. July is the target month to get the land lease and standard solar agreement signed off and project underway next May or June 2014.

Adjourn

L. Sayah made a motion to adjourn the meeting. N. Howell Sherman seconded the motion. The motion was voted on and passed unanimously. The meeting adjourned at 6:43 pm.

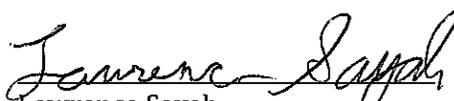
The next meeting is scheduled for June 26th at 7 pm.

Respectfully submitted,

Denise McCarty
Board Secretary

Approved on: July 24, 2013


P. Howard Flanders


Lawrence Sayah

Natalie Howell-Sherman