

Waterbury Village Trustees
August 14, 2013
Steele Block ~ 46 South Main Street

Present: P. H. Flanders, Village President; N. Howell-Sherman and L. Sayah, Trustees; W. Shepeluk, Municipal Manager; A. Tuscany, Public Works Director; A. Imhoff, ORCA Media, K. Fountain, Waterbury Record; and Carla Lawrence, Village Clerk.

Public: E. Coffey.

The meeting was called to order at 4:05pm.

JULY POLICE REPORT

J. Feccia had previously distributed the July police report. It was decided that if people wish to have a window display at 46 South Main, they should contact the police administrative assistant to coordinate. The draft polices will be reviewed at the August 28th meeting. The Board will also review the status of tickets at the next meeting and get an update on the hiring process. W. Shepeluk stated that no candidates currently under consideration have full time certification; therefore anyone hired will have to pass the written exam, physical training, psychological testing, and polygraph. Some of the applicants are starting this testing. Once passed, the candidate may attend the academy most likely in February 2013.

E. Coffey asked who comprised the interview team. W. Shepeluk gave a brief description of the interview process.

The police work schedule for the month of August was reviewed and discussed. Some part time officers seem to be working too many hours, but availability of part time officers is an issue. There are some open shifts in the August schedule. Discussion followed as to whether the open shifts can be filled with part time officers that are already working several hours per week. The Trustees will ask J. Feccia to report at the next meeting.

PEDESTRIAN SAFETY ISSUES AT THATCHER BROOK PRIMARY SCHOOL

Sue Thayer has expressed pedestrian safety concerns at Thatcher Brook Primary School. Cars park on the corner of High Street where there is no parking. There are a large number of vehicles picking up and dropping off children. A. Tuscany will talk with the Chief about signage and curb painting to try to enforce parking rules, and report back at the next meeting.

DOCUMENTS ON PHOSPHORUS REMOVAL

A. Tuscany presented some documents on the phosphorus removal project. The first document is an Application for Amendment to the existing final design phase of the project. N. Howell-Sherman made a motion to authorize staff to submit the amendment to the final design phase of the project. The motion was seconded by L. Sayah and passed unanimously.

N. Howell-Sherman made a motion to authorize the Manager to sign the amendment as the authorized representative. The motion was seconded by L. Sayah and passed unanimously.

The project is into the construction phase, and went out to bid on August 2nd. A. Tuscany has reviewed the professional services agreement with Stantec for construction phase services and the fee is \$576,000.

N. Howell-Sherman made a motion to authorize the Manager to sign the professional services agreement with Stantec for construction phase services. The motion was seconded by L. Sayah and passed unanimously.

There are two applications for construction funding; the first is for the local share and the second is for the phosphorus grant funding. N. Howell-Sherman made a motion that the Village Board of Trustees authorize William Shepeluk to be the authorized representative for the project, and sign the applications for funding. The motion was seconded by L. Sayah and passed unanimously.

N. Howell-Sherman made a motion to authorize William Shepeluk to be the authorized representative and the sign revolving loan fund application for funding the local share of the phosphorus removal facility. The motion was seconded by L. Sayah and passed unanimously.

RUSTY PARKER PARK REQUEST & ART IN THE ALLEY REQUEST

N. Howell-Sherman made a motion to approve closing Stowe Street from 5:00 – 9:00pm on August 28th from Main Street to Railroad Street for the Art in the Alley event. The motion was seconded by L. Sayah and passed unanimously.

L. Sayah made a motion to allow Ben & Jerry's the use of Rusty Parker Park from 8:00am – 1:00pm on October 27th for the Great Pumpkin Giveaway. The motion was seconded by N. Howell-Sherman and passed unanimously.

GREEN LANTERN SOLAR CONTRACT

Jeff Kilgore is not yet finished with the review of the contract. The contract should be ready early next week. It can be distributed at that time, and reviewed at the August 28th meeting.

E. Coffey stated that a couple towns (Brighton and Lowell) have discouraged involvement with Green Lantern due to concerns about the long range standing of Green Lantern Capital. W. Shepeluk reminded everyone that no commitment has been made at this point in time.

TRUSTEE PARTICIPATION IN EAST STREET APPEAL

There is a property on East Street that has been rented to several individuals that are recovering from alcohol/drug issues. The Zoning Administrator made a determination that this is an accepted use of the property under the zoning regulations. An appeal has been made to the DRB and will occur on September 5th.

The Village Trustees may have some concerns. P. H. Flanders is concerned about the basis of information on which the opinion was based. He suggested having someone on the Trustees behalf look into the information and facts to provide input to the DRB. The Village adopts zoning bylaws as well as the Town, and the Town pays the legal expenses, since the Town gets all of the zoning fees. P. H. Flanders suggested having an attorney look at the information to date and provide an independent opinion. E. Coffey stated it appears to be a business and stated some concerns with the arrangement. The Trustees will approach Chris Nordle to see he would like to review. L. Sayah made a motion to hire an attorney to represent the Village concerning the investigation of the East Street property appeal and to make a recommendation at the August 28th meeting. The motion was seconded by N. Howell-Sherman and passed unanimously.

EXTENSION OF LEASE FOR POLICE STATION

Discussions have been held with Ed Steele about extending the lease on the first floor at the Steele Block for the police department. He is willing to negotiate, however is concerned about a long-term lease as it might get in the way of his ability to sell the building. The Trustees asked the Manager to discuss a lease extension arrangement with Ed Steele, review the lease for the Steele block, and bring back some proposals to the Trustees.

FUTURE OF 51 SOUTH MAIN STREET

D. Winham was present to talk about the 51 South Main Street property. The Trustees have considered getting a commercial appraisal. D. Winham distributed an RFP that he had drafted for a different property. The Village could test the waters by putting out an RFP, and have a meeting to get some public input. He would like to know what is important to the Trustees in terms of the RFP (price, use, etc.) and then he can provide a draft. W. Shepeluk asked if it was conceivable in the RFP to sell the lot but require the developer to build a parking lot and make it available for public use. N. Howell-Sherman suggested sending out the RFP first, and then hold a public meeting to share the proposals. W. Shepeluk stated that the RFP should be clear on the process, including that the Village voters will need to approve the sale of the property. P. H. Flanders suggested that the Trustees will consider the proposals that provide the maximum benefit to the downtown.

E. Coffey described his ideas for the properties and 51 South Main Street and the present library site. W. Shepeluk stated that this process prohibits none of his ideas.

L. Sayah made a motion to have D. Winham draft a RFP regarding use of the 51 South Main Street property for review at the August 28th meeting and advise the Town that the Village is not ready to commit to the potential sale of the property for use as a municipal complex pending further information and holding a Village meeting. The motion was seconded by N. Howell-Sherman and passed unanimously.

The meeting was recessed at 6:10pm to reconvene at the Main Street Fire Station at 7:00pm.

Respectfully submitted,

Carla Lawrence, Village Clerk

Approved on:

Aug 28, 2013

P. Howard Flanders
P. Howard Flanders

Natalie Howell-Sherman
Natalie Howell-Sherman

Lawrence Sayah
Lawrence Sayah