

**Waterbury Village Board of Trustees Meeting
Main Street Fire Station
October 9, 2013**

Attendees: P. Howard Flanders, Village President; Lawrence Sayah and Natalie Howell-Sherman, Trustees; William Shepeluk, Municipal Manager; Joby Feccia, Police Chief; Kristin Fountain, Waterbury Record; Cindy Parks, Water and Sewer Commissioner; Steve Lotspeich, Community Planner; Anne Imoff, ORCA Media; and Denise McCarty, Board Secretary.

Call to Order: P. Howard Flanders called the meeting of the Village Trustees to order at 6:00 pm.

Review with Chief Feccia the 13 Proposed Police Department Policies

Chief Feccia reviewed and summarized the following policies and discussion followed. N. Howell Sherman suggested some edits.

- 1) Use of Force/Response to Resistance
- 2) Emergency Vehicle Operation/Pursuit
- 3) Arrest Search and Seizure
- 4) Care, Custody, Restraining, and Transportation of Prisoners
- 5) Officer Involved in Domestic Violence
- 6) Property and Evidence
- 7) Off Duty Action
- 8) Sexual Harassment, Discrimination, Misconduct
- 9) Selection, Hiring, and Retention
- 10) Internal Affairs and Complaints
- 11) Special Operations
- 12) Person of Diminished Capacity
- 13) Training Directive

N. Howell Sherman moved to adopt the 13 Police Department Policies as written and presented. L. Sayah seconded the motion. The motion was voted on and passed unanimously.

Review September Police Report

Chief Feccia gave an update on the license plate reader and training. The training is next week and it is free to attend but the police officers will be getting paid while they attend it.

Chief Feccia gave updates on his continued efforts to make visits to the school. There were two recent incidents that occurred at the school which he discussed. He also gave updates on the business survey, motor vehicle enforcement efforts, hiring process, and officer hand gun trainings. Chief Feccia also discussed details regarding the shooting the other evening in front of the Prohibition Pig because there was a lot of misinformation circulating out in the community about the incident. The shooting happened on early Sunday morning in front of the Prohibition Pig at around 1:30 am. There were 5 cruisers lined up on the street. Two 9 millimeter pistols were collected and the suspect was charged with disorderly conduct and reckless endangerment. These are misdemeanor charges. There was no arrest.

Proposed Randall Street Flash Mob on Halloween – P. Howard Flanders stated that there was a request from someone at Jazzercise who wants to perform a one song Flash Mob dance on Halloween and to accommodate this as well as the trick or treating, it is proposed that Elm and Randall Street should be closed.

N. Howell Sherman made a motion to close Elm and Randall Street on Halloween starting at 4:30 pm to accommodate trick or treaters and the flash mob dance request. L. Sayah seconded the motion. The motion was voted on and passed unanimously.

Report on Stationary Radar Computer Use – This item was tabled to discuss at another meeting.

Grant for Main Pump Station Project

Steve Lotspeich, Community Planner, gave an update on the main pump station and flood proofing project. In order to flood proof the main pump station, the two pumps need replacing, the doors need new seals and the walls need to be penetrated. The State has offered a CDBG-DR grant in the amount of \$115,000. The local cash match is \$34,270 from Water and Sewer funds. With the additional \$4,069 of in-kind match the total project budget is projected to cost \$153,339. The plan is to bid out the cost of the pumps (approximately \$40,000) and get proposals/bids for the rest of the work. The project would require the Village to carry flood insurance on the building and any entities that may purchase the building in the future. Insurance is purchased through the League of Cities and Towns. There is a Grant Agreement resolution that needs to be signed by the Trustees. The Trustees would authorize the Municipal Manager to sign the grant agreement.

Natalie Howell Sherman motioned to approve the grant agreement resolution for the CDBG-DR Grant and the flood proofing of the Main Pump Station and that Steve Lotspeich, Community Planner is appointed as the designated authority and that the Municipal Manager will sign the grant agreement as the Chief Executive Officer. The motion was seconded by L. Sayah. The motion was voted on and passed unanimously.

Main Street Project

Steve Lotspeich reviewed with the Trustees the progress of the Main Street Project which is slated to begin construction in 2015. Discussion followed. No action was taken at this time.

Green Lantern Solar Contract

The Trustees reviewed the contract. Discussion followed regarding if contamination occurred then the contract would be terminated/voided. There is a one million dollar insurance policy per occurrence and two million dollar per aggregate on environmental contamination. The proposal would be that a third party monitor would be onsite for 8 hours a day for 6 weeks or at the direction of the Village and would be paid for by Green Lantern. What are the expectations of this monitor? Is there a protection plan or a spill plan in the contract? Discussion followed regarding the expense of the project, opinions of whether there should be a monitor, potential contractors, etc.

Language change to Section 3.6

Service Provider shall reimburse the Village for the cost of contracts with a person or firm to provide inspection services during construction to monitor construction methods and procedures to help oversee and prevent environmental contamination of the site.

Other minor revisions to the contract were reviewed. The revisions will be reviewed by Attorney Jeff Kilgore. **The Trustees, Green Lantern and Water and Sewer Commissioner by a consensus, agreed to revise the contract as reviewed and discussed and it will be approved at a later date.**

Employee Health Care Options

William Shepeluk discussed the Employee Health Care Options for 2014. Employees will be offered health insurance and buy any plan that they want. Either an HSA (Health Savings Account) or a HRA (Health Reimbursement Account) would be offered. There are 18 plans to choose from. W. Shepeluk narrowed it down to the following options:

1) Those eligible for single coverage will be given \$7,250 dollars to use toward health care; 2) Those eligible for Employee & Child(ren) Coverage will be given \$14,000; 3) Those eligible for Employee & Spouse Coverage will be given \$14,500 and 4) those eligible for Family Coverage will be given \$18,500. Discussion followed regarding if flexible spending accounts should still be offered. **N. Howell-Sherman made a motion for the Village to offer health insurance and to allow eligible employees to buy any plan offered on the exchange with monies to be applied toward premiums, Health Savings Accounts and Health Reimbursement Accounts, per the recommended amounts specified in Municipal Manager's October 5, 2013 memo. Cindy Parks, Water and Sewer Commissioner made a motion that the Village offer health insurance and to allow eligible employees to buy any plan offered on the exchange with monies be applied toward premiums, Health Savings Accounts and Health Reimbursement Accounts, per the recommended amounts specified in Municipal Manager's October 5, 2013 memo.**

Update on Municipal Activities and upcoming meetings

William Shepeluk stated that Paul Giuliani will be starting at a new law firm in Montpelier called Primer, Piper, Engelston and Cramer, PC. **N. Howell Sherman made a motion to elect representation in current matters to Primer, Piper, Engelston and Cramer, PC and for our files to be transferred after November 1, 2013. L. Sayah seconded the motion. The motion was voted on and passed unanimously.**

Discussion followed on when the other meetings will occur. There will be meetings on 10/14 at 6:30 pm, 10/16, 10/21 and 10/23.

Other

William Shepeluk received the draft Audit from 2012 done by Bill Yacavoni. Discussion followed. **L. Sayah made a motion to take the outstanding debts of Caldara and Pombar/Havana off the books as uncollectable debts. Caldara's amount is \$30,119.75 and Pombar/Havana is \$43,921.83 which is made retroactive to December 31, 2012. N. Howell Sherman seconded the motion. The motion was voted on and passed unanimously.**

Minutes

The minutes of September 25th were reviewed. N. Howell Sherman motioned to accept the meeting minutes of September 25th as presented. L. Sayah seconded the motion. The motion was voted on and passed unanimously.

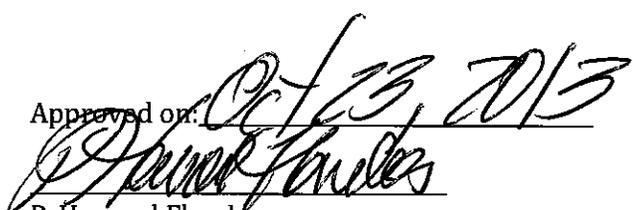
Adjourn

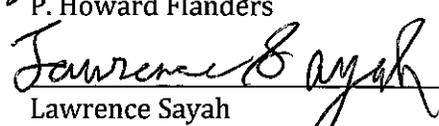
L. Sayah motioned to adjourn the Meeting of the Village Trustees at 9:17 pm. N. Howell-Sherman seconded the motion. The motion was voted on and passed unanimously. The meeting adjourned at 9:17 pm.

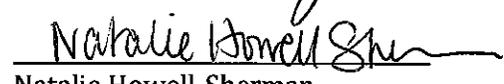
Respectfully submitted,

Denise McCarty
Board Secretary

Approved on: Oct 23, 2013


P. Howard Flanders


Lawrence Sayah


Natalie Howell-Sherman