

**Waterbury Village Board of Trustees Meeting  
Main Street Fire Station  
January 8, 2014**

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

Public Attendees: Everett Coffey and Darren Winham.

**Call to Order:** P. Howard Flanders called the meeting of the Village Trustees to order at 7:05pm.

**Public**

Everett Coffey was present to listen but did not discuss any matters.

**Municipal Manager Update**

W. Shepeluk gave an update on the CDBG Grant. The Village Trustees decided by consensus that at this time, the Village would not provide additional funds for the Ladd Hall Project.

The State has offered the Village a parcel size of 7,500 square feet at the Stanley Hall location. This would not be sufficient square footage as the minimum that would be needed would be 10,000 square feet. Discussion followed. Negotiations are still ongoing.

**Consider Village Portion 2014 funding of Development Director**

W. Shepeluk gave a summary of the long term recovery projects that the Village and Select Board approved funding for after the flood and the background of the Development Director position that was approved for 18 months for the purpose of spearheading these recovery projects. This position is currently filled by Darren Winham. This contract is current until the end of June. W. Shepeluk is recommending that the contract be extended from July 1<sup>st</sup> to December 2015. Discussion followed regarding the funding for the next 18 months. Also discussed was that 40 hours per week would be worked through 2014 versus cutting back to 20 hours per week in 2015. This is a \$104,000 a year position. W. Shepeluk asked D. Winham what projects he believed would be completed by the end of the year. D. Winham discussed property changing hands by the end of the year and depending on the investors there will be other changes in the next 3 to 4 months. No action was taken at this time regarding the Development Director Position.

**Briefing on Water and Sewer Commissioners Replacing Public Works Director**

Alec Tuscany will be leaving his position as Public Works Director. He will write up his job description so the Village can advertise the position and the plan is for the new hire to work with A. Tuscany before he steps down from the position. W. Shepeluk discussed how the compensation package will be calculated as well as how his salary will be paid. A. Tuscany's last day has not been determined at this time.

**Update on Lawsuit**

W. Shepeluk stated that the lawsuit settlement that the Trustees agreed to a few weeks ago is in the last phase of having both parties review the agreement to hold each party harmless from any liabilities. This was part of the settlement so the Trustees do not need to take any further action on this.

**Approval of Meeting Minutes**

**N. Howell Sherman motioned to approve the December 18<sup>th</sup> meeting minutes of the Village Trustees as presented. L. Sayah seconded the motion. The motion was voted on and approved unanimously.**

**Consider any other 2014 Budget Issues Not Associated With Police Department Budget**

W. Shepeluk reviewed the 2014 Budget. The budget is 9.2 percent higher than last year. Discussion followed. W. Shepeluk described the reason for each item. No action was taken at this time.

**Review Goals from 2013 Trustees Report and consider goals for 2014**

P. Howard Flanders reviewed the Trustees Goals:

1. Pass Bond Vote for PO4
2. Complete the external investigation of allegations against the Police Department asked for at 2012 Village Meeting
3. Work with the Manager to implement agreed upon goals for improved Community Policing and management of Police Department
4. Complete update of Personnel Policy to be adopted by the four boards
5. Complete a legal review of Police Department Policy Manual
6. Have supervisors develop work plans to cover known projects for 2013
7. Have completed performance evaluations for all employees by December 31, 2013.
8. Complete the Dog Park
9. Discuss with the School Board about having the School District making a pilot payment to the Village for the cost of Police service in 2014
10. Support the Town's 250<sup>th</sup> celebration
11. Continue to work with Selectboard on development of new municipal complex and determine the best use of 51 South Main Street
12. Continue to support and assist where possible in progress in the LTRC for Waterbury
13. Continue to support and assist the Economic Development Director in promoting and assisting in the Economic Development of Waterbury
14. Continue to work with the Select Board and AOT on the reconstruction and upgrade on Main Street.
15. Continue to work with the Select Board and the Shumlin Administration to restore the state employees to the Waterbury State Office Complex

No action was taken at this time.

**Draft 2014 Trustees Goals**

1. Complete Management Investigation of Police Department
2. Implement recommendation to improve PD as result of investigation
3. Support continued work on LTRP projects
4. Hire a replacement Public Works Director
5. Continue annual employee evaluations
6. Support development of Dog Park
7. Support efforts to strength downtown district
8. Develop permanent Police station location out of the downtown district if possible
9. Finalize a recommendation on future use of 51 South Main Street
10. Adopt a professional management and promotion of UDAG loans to support Village grand list
11. Support Development Director to promote growth and utilization of properties within the Village
12. Support Hazard mitigation efforts and projects to assist residents to in efforts to minimize future flood damage
13. Have the Manager and Police Chief offer to work with officials at Thatcher Brook School to develop response plan in case of emergency

**Other Business**

There was a suggestion that the Police Department sign at 51 South Main Street should be taken down. Discussion followed.

P. Howard Flanders asked if the Municipal Manager had heard from Paul Giuliani regarding the \$300,000 from the insurance payout and how they can spend this money. Discussion followed. No action was taken at this time.

**Executive Session to Discuss Personnel**

**N. Howell-Sherman made a motion to enter into Executive Session to discuss personnel matters at 9:22pm. The motion was seconded by L. Sayah and passed unanimously.**

**N. Howell Sherman moved to adjourn Executive Session at 10:35 pm. The motion was seconded by L. Sayah and passed unanimously. No action was taken.**

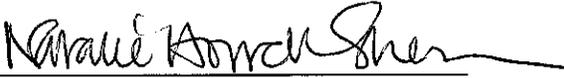
**Adjourn**

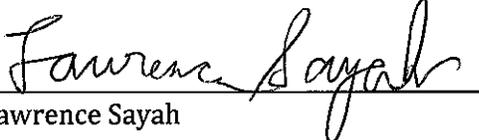
The meeting adjourned at 10:35 pm.

Respectfully submitted,

Denise McCarty  
Board Secretary

Approved on: January 22, 2014  
  
P. Howard Flanders

  
Natalie Howell-Sherman

  
Lawrence Sayah