

**Waterbury Village Board of Trustees Meeting
Main Street Fire Station
March 26, 2014**

Attendees: P. Howard Flanders, Village President; Lawrence Sayah and Natalie Howell-Sherman, Trustees; William Shepeluk, Municipal Manager; Chad Ummel, Recreation Director; Chief Joby Feccia, Waterbury Police Department; Anne Imoff, ORCA Media; Mirando Orso, Waterbury Record; and Denise McCarty, Board Secretary.

Public: Everett Coffey, Theresa Wood, Jeff Smith, Kelley Hackett, Chad Rich, and Chris Austin.

Call To Order: P. Howard Flanders called the meeting of the Village Trustees to order at 4:30pm.

Use of Rusty Parker Park

C. Ummel was present to review some requests for the use of Rusty Parker Park. Bill Richardson withdrew a request for a large event at the park, and instead would like to hold two smaller concerts on June 21st and July 19th from 6:00pm to 8:00pm. Other events include a trout sale scheduled for April 29th, A River Runs Through It Garden Club plant sale on May 24th, Kids Fest on June 7th, and the Annual Back to School Bash on August 6th. A group has requested use of the Ice Center parking lot for the 'Irreverent Road Race'; a 140 mile out and back bicycle tour on August 2nd. **L. Sayah made a motion to approve all events. The motion was seconded by N. Howell-Sherman and passed unanimously.**

P. Howard Flanders suggested that L. Sayah work with C. Ummel on park requests so that C. Ummel does not have to attend meetings. Any large events can be brought before the Trustees. **N Howell-Sherman made a motion to delegate to L. Sayah uses of Rusty Parker Park and property at the Ice Center, to bring before the Board anything that they might need to discuss. The motion was seconded by L. Sayah and passed unanimously.**

Dog Park Update

C. Ummel gave the Trustees an update on the proposed dog park. He stated that a committee is working on a more uniformed design to include an enclosed fence. They are looking at models around the State to see what else is being used for designs and materials. The Starr Farm dog park design is being looked at more closely. This park has a high quality, heavy gauge chicken wire and it is easy to work with. The design will also have a utility gate to give access to the water. It will be a shared use with anglers. Grants are being researched so there will be little to no cost to the Town to build or maintain the park. The completion of the park is estimated to be in the spring of 2015.

Parking Issues in the Village

T. Wood, from Revitalizing Waterbury, gave a briefing on the current parking issues and concerns on Elm Street, Randall Street, Stowe Street, and downtown Waterbury. She stated that there is a high volume of business parking happening on Elm Street and Randall Street and it is encroaching on residential parking. Also, there is no adequate signage for parking or other parking options. The municipal lot on 51 South Main Street is available for parking but there is no signage to direct it there. Discussion followed regarding parking on Stowe Street. T. Wood asked for the Board of Trustees to consider making changes either temporary or permanent during road construction, bridge construction with the roundabout, and side walk construction which will begin in May. The parking issues will become more prominent once construction begins. W. Shepeluk stated that if changes to parking are made permanent, the Trustees would need to amend the ordinance to make any parking changes. If it is temporary then Chief Feccia can put signs up indicating the changes for a limited period of time.

The Prohibition Pig is expanding into the old school house building (3 Elm Street). Discussion followed regarding the Elm Street traffic, issues with delivery trucks on Elm Street, cars parked the wrong way, cars making U-turns, and the volume of car traffic on that street. W. Shepeluk's suggestion was that the business employees should park farther away and leave close by parking for the patrons. Comments were made by Jeff Smith, Kelley Hackett and Chad Rich (owner of The Prohibition Pig) on these matters. No actions were taken at this time.

On-Street Parking Request for 2 Elm Street

C. Austin with Grenier Engineering and C. Rich discussed the proposed expansion of The Prohibition Pig to include the building space at 3 Elm Street (behind the existing Prohibition Pig). The proposed project will be adding some seasonal seating to the outside which will remove some inside seating to accommodate the design for the outdoor seating. Chad stated that the proposed design will improve the flow of traffic, deliveries, and parking. There will also be a larger propane tank put underground (1900 gallon tank) which will minimize the number of propane deliveries at The Prohibition Pig. The result will be 6 to 8 deliveries per year versus 80 deliveries in a year. The 3 Elm Street expansion proposal will also include moving the building back 2 feet in each direction; moved towards Northfield Savings Bank parking lot. The building will also be raised up for flood zoning purposes. C. Rich stated that if the proposal is approved by the Development Review Board on April 3rd then renovations will start in mid-May. Discussion followed about beer truck deliveries (Chad stated that they will be done in the early morning hours prior to other businesses being opened to minimize street congestion and road hazards), also employees will be parking down the road rather than in proximity of the restaurant. Discussion followed regarding approving the proposal for on-street parking for 13 spaces with two conditions. The Village Trustees must approve the proposal and then the DRB will consider the proposal. **N. Howell-Sherman made a motion to approve 13 on-street parking spaces for use by The Prohibition Pig with two conditions: make improvements to minimize deliveries on Elm Street as described here today and pursue off street parking possibilities as discussed. Motion was seconded by L. Sayah. The motion was voted on and passed unanimously.**

Discussion of Police Report with Chief Joby Feccia

Chief Feccia discussed the following items: school visits, cruiser maintenance updates, hiring part time officers, traffic stop statistical data, and training updates. Discussion followed regarding maintenance on the 2008 cruiser as well as other possible options if the cruiser becomes unreliable. Chief Feccia did confirm that regardless of the news article that was published, the police department does have an emergency plan for schools. Discussion followed. No action was taken at this time.

Discuss Revised Vendor Fees

At the March 12th Village Trustees meeting, the Trustees asked the Manager to gather some information and to have a proposal for a new vending fee ordinance for consideration at the March 26th meeting. Currently, in the Village charter the vending fee is \$3.00 per day. W. Shepeluk is researching if the adoption of the ordinance revisions can be done by the authority of the State Statute which allows any municipality to use their own authority to regulate vendors or peddlers. W. Shepeluk reviewed the proposed ordinance changes which included that vendors fees shall not be amended more often than one time in any given 12 month period, insurance, state licenses and permits be complied with as well as any health department inspection/approval of the vendor cart or truck, specific location prohibitions at Park Row, Park Street, and Rotarian Way, hours of operation, proposed fee structure for monthly, annual or special event rather than daily fees. Discussion followed. No action was taken at this time. The Trustees will consider adopting the proposed ordinance changes at the April Board of Trustees Meeting.

Update on 51 South Main Street

The Board of Trustees will take this item up at the April meeting if they get the RFP to review prior to the meeting.

Minutes

The March 12th meeting minutes were reviewed. N. Howell-Sherman motioned to approve the minutes as presented. L. Sayah seconded the motion. The motion was voted on and passed unanimously.

Other Business

Memorandum of Understanding

W. Shepeluk stated that Revitalizing Waterbury passed a resolution to authorize William Senning to sign the loan documents. W. Shepeluk recommended that the Village Trustees approve the Memorandum of Understanding and sign it. **N. Howell-Sherman made a motion to approve and sign the Memorandum of Understanding regarding refinancing of the promissary note between the Village and Revitalizing Waterbury related to the Railroad Station. L. Sayah seconded the motion. The motion was voted on and passed unanimously.**

EDA Grant Update

W. Shepeluk gave an update on the EDA grant provided to the Village for the Economic Recovery Director position. The grant has been extended to October but the funding to the grant expires in May. The Waterbury Select Board has received a proposal to extend the Economic Recovery Director's position beyond May to include the Business Case Manager component covering Waterbury and the Valley area. No action was taken at this time.

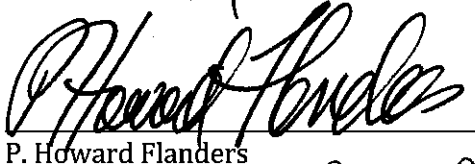
Adjourn

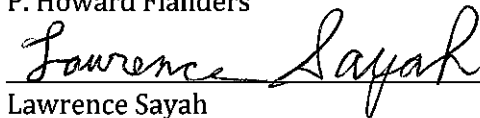
N. Howell-Sherman made a motion to adjourn the meeting at 7:12 pm. L. Sayah seconded the motion. The meeting adjourned at 7:12 pm.


Respectfully submitted,

Denise McCarty

Approved on: April 9, 2014


P. Howard Flanders


Lawrence Sayah


Natalie Howell-Sherman