

**Joint Meeting of the Waterbury Select Board & Village Trustees**  
**June 1<sup>st</sup>, 2015**  
**Main Street Fire Station**

Present: C. Nordle, Chair; C. Viens, D. Schneider, and J. Brown, Select Board; P. H. Flanders, Village President; L. Sayah and N. Howell-Sherman, Village Trustees; S. Lotspeich, Community Planner; W. Shepeluk, Municipal Manager; A. Imhoff, ORCA Media; and C. Lawrence, Town Clerk.

Public: Peter Turmelle, Kathi Grace.

The meeting of the both Boards was called to order at 7:05pm.

**APPROVE AGENDA**

C. Lawrence asked to add approval of an application for fire cost reimbursement, under Town Clerk items, as it is time sensitive. D. Schneider made a motion to approve the agenda as amended. The motion was seconded by C. Viens and passed by those present.

**CONSENT AGENDA ITEMS**

C. Viens made a motion to approve the consent agenda items including the minutes of the May 13<sup>th</sup> Joint meeting with the Planning Commission and minutes of the May 18<sup>th</sup> meeting, and the Letter of Agreement for Computer Assisted Mass Appraisal (CAMA) Cost Table Services. The motion was seconded by D. Schneider and passed by those present.

**PUBLIC**

No comments.

**PERSONNEL POLICY**

W. Shepeluk distributed and explained organizational charts for the Town and Village of Waterbury. The current personnel policy was adopted in the early 1990's and is considerably out of date. W. Shepeluk reviewed some of the major policy changes, including combined time off. An attorney has looked at some of the sections and had suggestions; however these suggestions have not been followed up on at this point. C. Viens asked if a supervisor could send home a sick employee. W. Shepeluk will follow up.

At a previous meeting, there was a discussion about progressive discipline versus firing at will. The attorney had some suggestions as to how to merge these options. P. H. Flanders suggested that more discussion needs to be held around the conversion to combined time off from leave under the current policy.

C. Nordle suggested coming to an understanding of the list of final issues that need to be worked out, and asked if Board members were satisfied with the CTO section. Portions of this section were reviewed. The progressive discipline versus firing at will section needs to be reviewed. All other sections have been reviewed. The goal will be to adopt the policy at the next Joint meeting. W. Shepeluk will distribute the latest edited version. N. Howell-Sherman recommended reviewing comments from attorney Scott Cameron. C. Nordle, P. H. Flanders, and W. Shepeluk will plan to touch base with attorney Cameron in the next week or two. Board members will send any additional edits to W. Shepeluk by July 1<sup>st</sup>.

**FLOOD REGULATIONS**

There have been significant discussions about the Flood Hazard Regulations. S. Lotspeich explained that it is back in the court of the Planning Commission. It is the hope that one or two members of each Board will be liaisons with the Commission. The next Planning Commission meeting will be designated to figuring out the next steps.

The Trustees have drafted a letter to be sent to several banking institutions asking about flooding scenarios and what position the financial institution would take. The Trustees would also like to know what information is needed to be able to apply for a waiver. D. Schneider, J. Brown and P. H. Flanders agreed to attend the Planning Commission meeting on Monday June 8<sup>th</sup>. The meeting will be warned in the event more Board members decide to attend. The Select Board will compile a list of questions for the Planning Commission to be sent to D. Schneider by Saturday evening.

C. Viens asked if the residents elevating their house on Healy Court have any comments. They are volunteering to elevate their home. Elevation is a challenge with historic preservation for historic homes. The elevation has to meet the current regulations. The average cost to elevate an historic building is approximately \$150,000.

K. Grace asked that something be done about the flood insurance rate maps. It shows her yard being above the flood plain which is not the case. S. Lotspeich explained that the maps use data from prior to the flood. S. Lotspeich will check the more recent LiDAR to see if it is more accurate.

#### **UPDATES – DON SCHNEIDER**

The parking committee would like to present information during a July meeting to make some recommended changes to the parking ordinance.

The naming group has met and is discussing categories for donations, size and location of plaques at the Municipal Complex. They are discussing art in the form of trees to name donors, on each side of the entry to the community room.

#### **TRUSTEES TO WARN A SPECIAL VILLAGE MEETING**

The warning sets the date of June 30<sup>th</sup> at 7:00pm for informational meeting and vote on selling 51 South Main Street to Dan Johnson. There will be an additional informational meeting prior to June 30<sup>th</sup>. There is also a second article to transfer \$390,000 from the Village CIP to the tax stabilization fund to invest the insurance proceeds. N. Howell-Sherman made a motion to approve the warning as presented for a special village meeting on June 30<sup>th</sup> at TBPS at 7:00pm. The motion was seconded by L. Sayah and passed unanimously.

W. Shepeluk previously briefed the Board on the replacement for the Public Works Directors with W. Woodruff. The Trustees and Water & Sewer Commissioners are in favor of this proposal and will work this scenario into their budget.

#### **MANAGER'S ITEMS**

W. Shepeluk presented documents to extend the grant anticipation borrowing for the roundabout project. C. Viens made a motion to approve and sign the documents that extend the note until September 15, 2015 at and interest rate of 1.2%. The motion was seconded by J. Brown and passed by those present.

A new draft of the Animal Control Ordinance was distributed last Friday. W. Shepeluk suggested that this ordinance be adopted as a joint Town and Village Ordinance. C. Nordle made some suggested edits. Several other edits were discussed including rules around vicious dogs and dogs in public parks and recreational facilities. Additional signage was also discussed. C. Viens suggested that a copy of the ordinance be given to people who license dogs. The Ordinance, as amended this evening, will be approved at the next meeting.

An MOU was presented between the Town of Waterbury and Wade Hodge and Whitney Aldrich to elevate their home on Healy Court. The MOU spells out the responsibilities of the Town and homeowners. There are eight other homeowners contemplating the same action. A Hazard Mitigation Grant pays 75% of the costs and there is a 25% match from the homeowner. The Municipality needs to manage the project. C. Nordle expressed concern about the payment structure and committing public funds without the assurance that the money will be available. An escrow concept was discussed. The MOU will be discussed at a future meeting.


The meeting of the Trustees adjourned at 10:23pm.

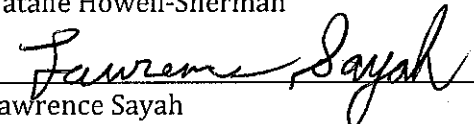
Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: June 1, 2015

  
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P. Howard Flanders

  
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Natalie Howell-Sherman

  
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Lawrence Sayah