

**Waterbury Village Board of Trustees Meeting
Main Street Fire Station
September 23, 2015**

Attendees: P. H. Flanders, Village President; L. Sayah and N. Sherman, Trustees; W. Shepeluk, Municipal Manager; S. Lotspeich, Community Planner; J. Feccia and A. Mazzilli, Waterbury PD (arrived 5:00 pm); Denise McCarthy, Board Secretary (arrived 5:20 p.m.); A. Imhoff, ORCA Media.

Public: Mark Sinow and Everett Coffey (arrived 5:25 p.m.)

Opening and Call to Order

P. Howard Flanders called the meeting to order at 4:33 p.m.

Consider Any Modification to the Agenda

P. H. Flanders stated that a written request had been received from Tamatha Thomas-Haase for an event on Rotarian Way and asked if it could be added to the agenda. **L. Sayah made a motion to approve the agenda as printed, but to also include consideration of the request from Tamatha Thomas-Haase. The motion was seconded by N. Sherman and passed unanimously.**

There being no members of the public present to make comments on issues that were not on the agenda, Flanders read the request from Tamatha Thomas-Haase. The request, from supporters of Sue Minter's candidacy for governor, was to allow a campaign event to be held at the train station and on Rotarian way from 4:00-7:00 p.m. on Tuesday October 6, 2015. The event will require permission from Keurig Green Mountain and the closure of Rotarian Way. **L. Sayah moved to authorize the closure of Rotarian Way from Park Row to Park Street from 4:00-7:00 p.m for the political event if it is scheduled. N. Sherman seconded the motion, which was approved by a 3-0 vote.**

Mark Sinow on Concerns at Wells House Apartments

Mark Sinow, a resident of the Wells Apartments, appeared to express concerns about unruly behavior, including noise, vandalism and threats of violence that have been occurring at the Wells Apartments beginning about 2 weeks ago. He provided a list documenting alleged vandalism to cars, flower pots, plantings and small damages made to the building. He complained that the police never were available to answer calls for service or to discuss the complaints. The Trustees and the Manager asked several questions and it became evident that Mr. Sinow had never personally called the police. In addition, it seemed that calls were not made to the emergency 911 number even when the incidents of concerns were on-going. Several of the incidents occurred after 2:00 a.m. when neither Waterbury PD nor VSP were on duty. Chief Feccia and Corporal Mazzilli joined the meeting at this point and discussed the best methods for contacting police under various circumstances. The chief and Mr. Sinow agreed to a meeting when these issues could be discussed more fully.

Discussion on August Police Department Reports and Update on Results on Parking Traffic Enforcement Shifts

The Trustees reviewed the August police reports and statistics with Chief Feccia and Corporal Mazzilli. General policing was discussed and there was a more specific discussion about the recently approved 4-hour shifts that occur twice a week to provide more parking and traffic enforcement. The Trustees appreciated the efforts, but reiterated that the first priority of these shifts is to enforce the parking ordinance. The chief also discussed recent training events and reported on the conditions of various articles of equipment, including vehicle maintenance needs.

Flanders asked about preparations for the Leaf Peepers Half-Marathon. Feccia described the coverage that would be in place—3 Waterbury Officers and 3 County Sheriff's Deputies — and the coordination with the Waterbury Fire Department and the race organizers. Feccia stated that he expects the event to go off smoothly.

Consider recently received outdated bills

Chief Feccia reported that the department received almost \$750 in bills for dry cleaning and laundry from the former owner of the local laundromat that date to as far back as 2013. After some discussion and the expression of some concerns from the Municipal Manager, **N. Sherman made a motion to authorize the payment of these bills if the Manager determines that they are reasonable. L. Sayah seconded the motion. The vote to approve was unanimous.**

Steve Lotspeich Consider Co-Sponsoring with the Town a Grant Application to Study Growth Areas in Village and Town and Possible Future Service Areas for Water and Sewer System

S. Lotspeich gave an overview of the Municipal Planning Grant Application process. The future development study for the villages of Waterbury and Waterbury Center will explore how the two villages can continue to revitalize, grow and expand while promoting higher density development in and adjacent to the existing settlements, surrounded by low density development and open space. Planning for higher density development in non-flood prone areas is a key aspect of this study. This is especially important in the aftermath of Tropical Storm Irene and the extensive damage that was caused to the properties within and adjacent to the 100-year floodplain.

Examining how future development can be served by public infrastructure including multi-modal transportation facilities, wastewater, and water supply is also a key aspect.

This planning project will be the first phase in a two phase project. A comprehensive re-write of the Zoning and Subdivision Regulations will be the second phase that will implement the recommendations of the development study. The first phase of the project will have the following components:

1. Examine opportunities for infill development within downtown Waterbury and consider the possibility of extending the Designated Downtown in the Village of Waterbury to include additional mixed use areas. Incorporate the recommendations of the Downtown Action Team Report for Waterbury dated August 1, 2014. Explore a possible re-evaluation and expansion of the Village of Waterbury Historic District as a future project that could be accomplished in conjunction with expanding the Designated Downtown.
2. Map and analyze the opportunities and constraints for land development to guide where future higher density development can and should go in the areas within and adjacent to the developed high density areas of the Village of Waterbury and Waterbury Center village. Natural and scenic resource data in the study area will be compiled including developed and undeveloped flood prone areas. One goal of this part of the study will be to promote future development of non-flood prone areas.
3. Conduct an initial assessment of obtaining Village Designation for the village of Waterbury Center. Evaluate the opportunities and benefits that Village Designation would provide for revitalizing the historic district and areas adjacent to the historic core of the village. Engage the residents and business owners in exploring this possibility and identify potential areas for development and re-development projects that could derive benefits from having Village Designation.
4. Explore options/opportunities to extend the Village of Waterbury's wastewater and water supply distribution systems to the identified higher density areas in the future. Extending the wastewater system to Waterbury Center village should be evaluated in terms of engineering feasibility and how to extend a line north along Waterbury-Stowe Rd. (Route 100) without promoting detrimental strip development in the corridor between the two villages.
5. Identify areas of the Zoning and Subdivision Regulations that will need to be amended in order to implement the recommendations of this study and assure that compact village development will be surrounded by a low density rural residential/agricultural/forest development pattern. Address the zoning in the Route 100 corridor between the Village of

Waterbury and Waterbury Center village to prevent higher density strip development in the corridor. The actual comprehensive re-write of the Zoning and Subdivision Regulations would be a separate project following the development study.

6. Include a dynamic public participation component in all aspects of the study. Engaging members of the public, including the residents and business members, will be key to the success of this project. Public participation would take on various forms including face-to-face individual and group meetings and brain storming sessions, a survey, and outreach via electronic media. The Town's website would be used as a vehicle to make information available to members of the public as well. A steering committee would be established for the project representing the various stakeholders in both villages and the surrounding areas of Waterbury.

N. Sherman read the Resolution for Municipal Planning Grant. **N. Sherman moved to accept the Resolution to join the consortium grant application with the Town for purposes as discussed. The motion was seconded by L. Sayah and passed unanimously.**

Steve Lotspeich Update on Grant to Renovate Waterbury Welcome Signs Downtown Transportation Fund Project

S. Lotspeich stated that a grant agreement was approved to fund the cost for two welcome to Waterbury signs and three stone planters for the Village. One sign will be near the roundabout and a stone planter of some kind will be placed at the far end of the Village near Smith Bridge. There will also be a sign for the new municipal center. Discussion followed regarding the street right-of-way. E. Coffey requested to be on a sign committee or be able to give feedback about the new signage. P. Howard Flanders indicated that public feedback will be welcome. With the agreement of the Board of Trustees, S. Lotspeich will move forward with requesting an RFP for this project.

Manager Update on Possible Corrections to Undersized Storm water System on Foundry, Elm, and Main Street

W. Shepeluk gave an update on possible corrections to undersized storm water systems. No action was taken at this time.

Discuss Status and Strategy for Village Investments

W. Shepeluk gave an overview of the CIP fund and insurance proceeds and he will invest money to the tax stabilization fund that the voters allowed. To date, the money has not been invested. **N. Sherman moved to authorize the Municipal Manager to invest money in the tax stabilization fund as previously approved by the voters. The motion was seconded by L. Sayah and passed unanimously.**

Update on Status and Possible Consideration of Parking Ordinance Revisions

The Trustees made additional revisions to the parking ordinance. **N. Sherman moved to adopt the amendments to the parking and traffic ordinance including those made today. The motion was seconded by L. Sayah and passed unanimously.**

Consider Obtaining Estimates for Elevating Building at 51 South Main

P. Howard Flanders discussed the idea to get cost estimates to raise the building and put a compliant foundation (only the part of the building that has a current foundation) and then bring this information to the voters. By consensus, the Trustees agreed to get cost estimates to elevating 51 South Main Street to the current compliant foundation.

Ratify Contract with NEPBA

L. Sayah moved to authorize the Municipal Manager to sign the NEPBA contract which includes a 2.1 percent pay increase that is retroactive to July 1, 2015. The motion was seconded by N. Sherman and passed unanimously.

percent. NS.

Minutes of Previous Meetings

L. Sayah moved to approve the Trustee meeting minutes of September 9, 2015 as presented. The motion was seconded by N. Sherman and passed unanimously.

Upcoming Meetings

Joint Meeting with the Planning Commission and the Trustees on September 28th.
Board of Trustees meeting on October 14th.

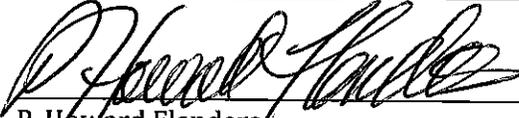
Adjourn

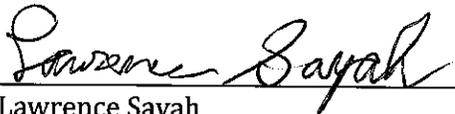
N. Howell Sherman motioned to adjourn the meeting at 7:47pm. The motion was seconded by L. Sayah and passed unanimously.

Respectfully submitted,
Denise McCarty

Board Secretary

Approved on: October 14, 2015


P. Howard Flanders


Lawrence Sayah


Natalie Sherman