

**Waterbury Village Board of Trustees Meeting  
Steele Community Room ~ 28 North Main Street  
March 30, 2016**

Attendees: P. Howard Flanders, Village President; Lawrence Sayah and Natalie Sherman, Trustees; William Shepeluk, Municipal Manager; Steve Lotspeich, Community Planner; Joby Feccia, Police Chief; Corporal Anthony Mazzilli; Anne Imhoff, ORCA Media; and Carla Lawrence, Village Clerk.

Public: Mary Koen, Marie-Andre Gervais, Lynn Mason, Gary & Sally Dillon, Zoe Gordon, Gordon Miller, Jason Gibbs, Dana Allen, Everett Coffey.

**Opening and Call to Order**

P. Howard Flanders called the meeting to order at 4:30 pm.

**Consider Modifications to the Agenda**

There was one modification to the agenda to discuss the Welcome to Waterbury sign.

**Public**

No public comment.

**Rotary Concerts in the Park 2016**

Lynn Mason was present to discuss the Concert in the Park series for 2016 and asked to reserve the park from June 9th through August 11<sup>th</sup> on Thursday nights from 6:00pm to 8:30pm. The number of concerts is the same as last year. L. Sayah made a motion to approve the list of concerts at Rusty Parker Park. The motion was seconded by N. Sherman and passed unanimously.

**Discussion January and February Police Reports**

N. Sherman noted that the statistics seemed lower than the prior year. It seems activities have been slow over the last couple of months. W. Shepeluk reminded the Trustees that there were regularly scheduled part-time officers during the first quarter of last year, and the Village no longer has the extra part-time help. There has been some speed patrol on Blush Hill due to complaints from Village residents.

The position of parking enforcement officer will be advertised soon, as the 30 day period for the approval of the budget is up on April 1<sup>st</sup>.

W. Shepeluk has asked TBPS to let the Village know when the school is having special events. There needs to be improved communications between the school and Village in an effort to deal with parking issues. There are also issues with people parking on Stowe and High Streets when school lets out for the day, to which there is no simple solution. J. Feccia stated that they could drop by the school, get the word out and issue tickets where appropriate.

G. Dillon stated that there are traffic issues on Stowe Street and Armory Avenue. Cars should not be allowed to sit on Stowe Street while waiting for children. He suggested there could be better signage. It is not safe in terms of accessibility for emergency vehicles. W. Shepeluk stated it might be worthwhile to consider having the Manager or Trustees get on a school board agenda to discuss the issue. There should be some discussion of alternatives, perhaps holding concerts at Crossett Brook Middle School. P. H. Flanders stated that presence at a school board meeting, with the fire chief and police chief, is a good idea. P. H. Flanders asked for a follow up report in two weeks.

J. Feccia asked if the new parking signage in the Village was going up. W. Shepeluk stated that the Highway Department is in the process of putting up the signs.

**Discussion of Bike Park near the Ice Center**

D. Allen reported that the Waterbury Area Trail Alliance (WATA) has been working with the Recreation Committee to build a pump track at the base of Perry Hill. They are looking at zoning and permitting considerations and will move forward with the permitting process. It will be an amenity at the trailhead

area and will be popular with adults and children alike. G. Miller stated the pump park will be more user friendly and easier to maintain. He would like to see a group formed to help WATA with maintenance.

S. Lotspeich stated that permits need to be updated to be consistent with the proposal and will verify it fits with the Act 250 permit. There is a component that will involve municipal equipment initially, perhaps a day with the loader. The hope is to get on the DRB agenda in early May.

N. Sherman asked for clarification about maintenance. D. Allen stated that WATA would provide some maintenance and management, and it is not anticipated to be a huge maintenance burden. W. Shepeluk stated that the Village does not have any of the equipment that might be needed initially. D. Allen stated that WATA will need help with initial land clearing, leveling, and removal of that material. W. Shepeluk asked for a more defined description as to what is expected from the Municipality. N. Sherman made a motion that the Manager sign the application for the upgrade to the WATA bike park. The motion was seconded by L. Sayah and passed unanimously.

### **Discussion of Proposed Flood Hazard Regulations**

The Trustees wanted a chance to discuss the regulations after the public hearing was closed on March 7<sup>th</sup>. The Flood Plain Management Working Group met recently and the topic of variances arose. S. Lotspeich distributed an email exchange on the topic (attached) and gave a brief overview. Based on opinions from two State attorneys, it appears that the Planning Commission will have go back to previous language, which will be a substantive change in the zoning regulations.

Flood hazard review is a local review process, and the application is also reported to the State who has 30 days to comment. J. Gibbs asked for a copy of the two legal opinions that differed from two opinions previously received. W. Shepeluk stated that attorney's opinions conflict, and staff is simply bringing the information to the Trustees. The goal is to make sure the Boards know the facts.

J. Gibbs asked about the impact on the timeline for additional research. W. Shepeluk stated that there is still information that needs to be obtained and that the Boards have not yet scheduled a joint meeting.

P. H. Flanders distributed a chart of properties in the flood plain. Forty four properties are considered non-historic and would have to be raised in the event of substantial damage. There are also 13 commercial properties. He distributed a comparison of a proposal to elevate properties and expressed a desire to look into the process to expand the historic district so more properties would be eligible for an exemption.

P. H. Flanders has asked Roy Schiff for the frequency of water rising to two versus three feet. He is more inclined to support the two foot level versus three foot in the proposed amendments.

Next steps include a Select Board discussion of the issues, a joint meeting of the Boards to instruct staff to develop a 4<sup>th</sup> draft of the amendments, followed by a public hearing.

Mary Koen stated that variance issue is the sticking point. DEC staff does not agree with the opinions that the Town has already received. Requests for variances have to be approved by the State and getting the State to agree to a variance is a difficult proposition.

J. Gibbs asked if it was important for the two Boards to meet jointly and asked how to better move forward more efficiently. W. Shepeluk responded that the Boards can take independent action if they know what they wish to do. S. Lotspeich stated that the goal is to come to agreement on the language to forward that to the Planning Commission.

A discussion was held about holding a joint meeting with the Select Board on Monday April 4<sup>th</sup>. P. H. Flanders will have a discussion with the Select Board Chair. The hope is to have a unified joint decision on the flood plain regulations.

**Welcome to Waterbury Sign**

S. Lotspeich distributed a packet with sign designs and reviewed proposed color choices.

L. Sayah made a motion to approve the sign Option A with olive posts, and to add a panel on the bottom that says ‘Vermont’s Recreation Crossroads’. The motion was seconded by N. Sherman and passed unanimously.

**Update from Water and Sewer Department Reports**

The Water and Sewer Commissioners held a meeting this past Monday. P. H. Flanders distributed the public works reports as there are items that the Trustees may be interested in.

**Update on Review of Altering Village Responsibilities**

P. H. Flanders and W. Shepeluk met with Paul Giuliani who thought it was a good idea to pare down the Village and will write a new proposed charter. The Village has funds and it was requested that the charter be structured in such a way that the Trustees would have the funds available for the benefit of the water and sewer users. Whatever proposal is drafted will have to be acceptable to the Trustees and then presented to the voters. Once approved, it would require approval by the legislature. The Village would still exist in a corporate capacity.

**Discussion of Parking Signage on Elm Street**

P. H. Flanders suggested that there be signs on Elm Street that state there is additional parking at 51 South Main Street. N. Sherman stated that the parking committee supported that idea, and suggested better parking signage at 51 South Main Street.

**Discussion on Parking Study Proposal**

P. H. Flanders asked the Trustees if they wanted to take action on the parking study. N. Sherman stated that the parking committee met yesterday and they are supportive of the study and are willing to collaborate with Stantec under their direction. N. Sherman made a motion to authorize the Manager to sign the contract with Stantec regarding the professional parking study, not to exceed \$9,333. The motion was seconded by L. Sayah and passed unanimously.

**Minutes**

N. Sherman made a motion to approve the minutes of the March 7<sup>th</sup> Joint Meeting with the Select Board and the March 9<sup>th</sup> Trustees meeting. The motion was seconded by L. Sayah and passed unanimously.

**Next Meeting**

The next meeting of the Trustees will be held on April 27<sup>th</sup> at 4:30pm.

**Adjourn**

L. Sayah made a motion to adjourn the meeting at 6:45pm. The motion was seconded by N. Sherman and passed unanimously.

Respectfully submitted,

Carla Lawrence, Village Clerk

Approved on: \_\_\_\_\_

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P. Howard Flanders

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Lawrence Sayah

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Natalie Sherman