

**Joint Meeting of the Waterbury Select Board & Village Trustees**  
**April 2<sup>nd</sup>, 2018**  
**Steele Community Room ~ 28 North Main Street**

Present: C. Viens, M. Metayer, M. Frier, J. Brown and N. Fish, Select Board; P. H. Flanders, Village President; L. Sayah and N. Sherman, Trustees; W. Shepeluk, Municipal Manager; S. Lotspeich, Community Planner; B. Farr, Transportation Liaison; A. Imhoff, ORCA Media and C. Lawrence, Town Clerk.

Public: M. Hughes, Waterbury Record; E. Coffey, K. Nevin, A. Johnson, C. Parsons.

The meeting of the Select Board was called to order at 7:40pm.

**APPROVE AGENDA**

M. Metayer made a motion to approve the agenda as presented. The motion was seconded by N. Fish and passed unanimously.

**CONSENT AGENDA ITEMS**

J. Brown made a motion to approve the consent agenda items including the minutes of the March 19<sup>th</sup> meeting and liquor licenses for Butler Street Pizza, Craft Beer Cellar, Old Stagecoach Inn, Cold Hollow Cider Mill, Thatcher Hill LLC and Country Club of Vermont. The motion was seconded by M. Metayer and passed unanimously.

P. H. Flanders called the meeting of the Trustees to order at 7:41pm.

**JOINT BUSINESS**

**Public**

There was no public comment.

**Consider Adoption of the Local Emergency Operations Plan (LEOP)**

B. Farr explained that there is an annual update of the LEOP that requires approval. This document goes on file with the State. In the event of a disaster, the Town will be eligible for funding. M. Metayer made a motion to approve the LEOP with edits as noted. The motion was seconded by M. Frier and passed unanimously. N. Sherman made a like motion on behalf of the Trustees. The motion was seconded by L. Sayah and passed unanimously.

**Consider Authorization to Borrow in Anticipation of Taxes**

W. Shepeluk explained that the Village and Town are on a calendar fiscal year. Taxes are not collected until August so cash flow is weighted later in the year. In recent years, the Town has borrowed from the Village UDAG fund and paid the Village interest. J. Brown made a motion to allow borrowing in anticipation of taxes and allow the borrowing between municipalities. The motion was seconded by M. Metayer and passed unanimously. L. Sayah made a like motion on behalf of the Trustees. The motion was seconded by N. Sherman and passed unanimously.

**Waterbury Arts Fest**

K. Nevin was present to request the annual road closure for Stowe Street and Bidwell Lane for the Waterbury Arts Fest on July 13-14, 2018. She highlighted last year's event, and has identified areas of concerns such as parking signage. RW has created an event partnership with other organizations hosting activities during the same weekend. W. Shepeluk stated that the sign issue will have to be discussed. M. Metayer made a motion to approve the request for the road closure on July 13 -14 and a one hour extension of the noise ordinance on July 13. The motion was seconded by J. Brown and passed with M. Frier recusing himself. L. Sayah made a like motion on behalf of the Trustees. The motion was seconded by N. Sherman and passed unanimously.

**Consider Salary Adjustment for Municipal Manager**

The Municipal Manager distributed a document outlining employee pay ranges and while he has the authority to set compensation for municipal staff, he is not comfortable setting his own salary. He stated that the inflation rate for 2017 was 2.1% and that pay increases contemplated in the budget generally range from 1% to 5%. W. Shepeluk stated that he is happy with how he is being treated by Town and Village in terms of compensation. The Boards discussed an appropriate pay percentage increase for the Manager. J. Brown made a motion to approve a 2.5% increase in salary for the Municipal Manager. The motion was seconded by M. Frier and passed unanimously. L. Sayah made a like motion on behalf of the Trustees. The motion was seconded by N. Sherman and passed unanimously.

**Discuss 51 South Main Street**

C. Viens asked for an update on the status of 51 South Main Street. At Town Meeting, a motion to adjust the budget by \$37,500 to put towards the proposed project, with a 99 year lease on parking, was approved by the voters. The Trustees were not interested in the 99 year lease of parking spaces and considered it a non-starter. P. H. Flanders explained that the Trustees are not in a position to decide what to do with the property at this point in time. They may put out an RFP to take the building down and recycle materials, and decide after that project is done. They also have concerns as to the future of the TD Bank parking lot and would like to know the status of that parking before any decision is made. They are also looking into whether or not the lot can be subdivided. C. Parsons is still interested in constructing a multiuse building on the property. The proposed 99 year parking lease was discussed further. M. Frier feels the Trustees should not sit long on the property as in can be developed and placed back on the tax rolls. M. Metayer stated he is still willing to support the concept if some agreement as to parking can be reached. The Select Board encouraged the Trustees to continue negotiations with C. Parsons. C. Parsons stated that he would like to come up with an agreement as to the parking issue.

The Trustees adjourned at 8:46pm.

Respectfully submitted,

C. Lawrence, Town Clerk

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

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P. Howard Flanders

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Lawrence Sayah

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Natalie Sherman