

**Waterbury Village Trustees  
Steele Community Room  
April 25, 2018**

Present: P. Howard Flanders, Village President; Lawrence Sayah and Natalie Sherman, Trustees; Steve Lotspeich, Community Planner; William Shepeluk, Municipal Manager; and Carla Lawrence, Village Clerk.

Public: Lynn Mason, Scott Newman, Mike and Diane LaRock, Kathi Grace, Alyssa Johnson, Everett Coffey, and Zeb Towne.

**Opening and Call to Order**

P. Howard Flanders called the meeting to order at 3:00pm.

**Consider Modifications to the Agenda**

W. Shepeluk asked that a letter from Jeff Kilgore be discussed, and that the year-to-date budget be reviewed.

**Public**

There was no public comment.

**Concert Schedule in Rusty Parker Park**

L. Mason was present to request permission for the Rotary 'Concert in the Park' series every Thursday evening from June 7<sup>th</sup> to August 16<sup>th</sup> from 6:00pm to 8:30pm. She distributed a list of the bands that will perform. **L. Sayah made a motion to approve the concerts in the park every Thursday from June 7<sup>th</sup> to August 16<sup>th</sup> during the hours of 6:00pm to 8:30pm. The motion was seconded by N. Sherman and passed unanimously.**

**Review of Historical Survey of Portion of the Village**

S. Lotspeich explained that the Village decided to re-survey the Waterbury Village Historic District. Voters approved the funding and S. Newman was hired to survey the District. S. Newman stated that the last survey was done in 1978 and some additional areas within the Village have been added to the current survey. S. Newman explained that the goal is to submit the nomination to the State, who will incorporate comments and then forward to the National Parks Service. The end goal is to have the revised District listed on the State and National Register.

S. Newman stated that the benefits include planning, travel and tourism, economic development, community development, and historic tax credits; and that there are no encumbrances. He then reviewed the 1978 National Register boundaries and some of the history around that nomination. S. Newman explained that the scope of work is to generate an updated National Register nomination for the Village, and to evaluate and incorporate expanded areas. He stated that 46 buildings were added to the survey. Furthermore, the Vermont State Complex has its own District but will also be included in the Village District.

S. Newman created a base map of the District and visited each property to make notes and take photographs. There are 305 properties and approximately 375 photos will be submitted to the National Registry. The 1978 study included 187 properties and 35 photos.

The mapping, descriptions and photos are under final review. S. Newman reviewed the timeline and the hope is for a listing in the National Register by October 31<sup>st</sup>.

**Update on Charter Approval**

P. H. Flanders stated that he and Paul Giuliani met with legislative counsel and Representatives Wood and Stevens to review the language and provide clarification. Details include that the assets and liabilities will go to the District, and that the boundaries are fixed at the current Village with no

option to expand. There will be an option to tax to maintain the Village properties, but that the water and sewer money will be kept separately. There is optimism that the charter bill will pass.

#### **Discussion about 51 South Main Street**

P. H. Flanders stated that there is a possibility the property may be subdivided and that there are also discussions about demolition. The Village will be sending out an RFP for the demolition of the property. The Trustees are in continuing discussions with Chris Parsons on his proposal.

Z. Towne was present and expressed interest in the property. His plans include housing his wife's flower shop and creating more office space. He has designed the parking lot to include 46 spaces, of which 16 would be designated for the building and the remainder would be for public use. The Trustees stated that they are moving forward, but will entertain interest by Z. Towne.

P. H. Flanders asked municipal staff to draft an RFP for review at the next meeting with regard to the demolition of the building, with materials to be recycled or reused, and to look at the parking as well.

E. Coffey asked that the Manager look into the loan agreement on the Stimson and Graves building.

#### **Minutes**

**N. Sherman made a motion to approve the minutes of the April 11<sup>th</sup> meeting as presented. The motion was seconded by L. Sayah and passed unanimously.**

#### **Letter from Jeffrey Kilgore**

W. Shepeluk stated that J. Kilgore is retiring from private practice, to continue as Washington County Probate Judge. He has established a relationship with Stackpole and French in Stowe, and the Village needs to decide whether to transfer the legal files to them or pick them up. By consensus, the Trustees decided to forward the files to Stackpole and French.

#### **Village Budget**

W. Shepeluk distributed and reviewed the budget report. The revenue budgeted for the sale of the cruisers was \$16,000 and the amount actually received was \$21,301. W. Shepeluk briefly reviewed the expenditures.

P. H. Flanders and N. Sherman expressed great appreciation to L. Sayah for taking care of and overseeing the disposition of the cruisers.

#### **Adjourn**

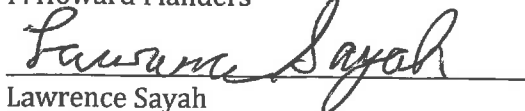
**N. Sherman made a motion to adjourn the meeting at 4:53pm. The motion was seconded by L. Sayah and passed unanimously.**

Respectfully submitted,

Carla Lawrence, Village Clerk



P. Howard Flanders



Lawrence Sayah

Approved on: Apr. 25, 2018

Natalie Sherman