

**MINUTES FOR THE ANNUAL MEETING OF
THE TOWN OF WATERBURY
MARCH 5th, 2019**

The inhabitants of the Town of Waterbury who are legal voters in Town Meetings are hereby notified and warned to meet in the Thatcher Brook Primary School Gym at 47 Stowe Street at 9:00 o'clock in the forenoon on March 5th, 2019 to act on the following matters:

ARTICLE 1: To elect a Moderator to preside at the meetings of the Town whose term of office shall be for the ensuing year.

M. Metayer made a motion to elect Jeff Kilgore to preside at the meetings of the Town whose term of office shall be for the ensuing year. There being no other nominations, Jeff Kilgore was elected Moderator for the ensuing year.

ARTICLE 2: To elect by Australian ballot the following offices: Clerk for 1 year; Treasurer for 1 year; one Select Board member for 3 year term and two Select Board members for 1 year terms each; Lister for a 3 year term; Grand Juror for 1 year; Town Agent for 1 year; Library Commissioner for a 5 year term; Library Commissioner for a 1 year unexpired term; and Cemetery Commissioner for a 5 year term.

ARTICLE 3: To elect by Australian ballot for the Harwood Unified Union School District a School Director for a 3 year term.

Note: The polls for voting by Australian ballot on Articles 2 and 3 will be open from seven o'clock in the forenoon to seven o'clock in the afternoon at Thatcher Brook Primary School at 47 Stowe Street.

ARTICLE 4: To act upon the reports of the several Town Officers with the exception of claims for fees or compensation during 2018.

M. Frier made a motion to accept the reports of the several Town Officers as printed in the annual report, with the exception of claims for fees or compensation by town officers for services rendered during 2018. The motion was seconded and passed by a voice vote.

ARTICLE 5: To act with respect to claims of Town Officers for their services during 2018.

W. Shepeluk made a motion to pay the claims of the Town Officers for their services rendered during 2018, as appears on page 8 of the Annual Report. Select Board Chair, \$1,450; Vice Chair, \$1,450; other Select Board members, \$1,200 each; Listers, \$500 each. The motion was seconded and passed by a voice vote.

ARTICLE 6: To see what action the Town will take with reference to fixing the date of the tax warrant and to set a date or dates when taxes on such property shall become due and payable and to specify the time of acceptance, the method of delivery, and to see

whether the same shall be paid with or without discount and to provide for interest and penalty on such taxes as are not paid when due.

N. Fish made a motion that the tax warrant on real property be dated July 1, 2019, and that taxes be due in two installments, with the first installment due and payable on August 9, 2019, and the second installment be due and payable on November 8, 2019, that each installment be paid in hand at the Municipal Office by 4:30pm on the due date, without discount and that interest be charged at the maximum allowed by statute, not to exceed one and one-half percent per month or portion thereof on each installment, and a late penalty of eight percent be charged as allowed by statute on taxes not paid when due. The motion was seconded and passed by a voice vote.

ARTICLE 7: To see if the Town will appropriate a sum of money to Waterbury Ambulance Service, Inc., for its use in the provision of ambulance services to the Town of Waterbury and its inhabitants and visitors.

C. Viens made a motion that the Town appropriate \$39,770 to Waterbury Ambulance Service Inc. (WASI), for its use in the provision of ambulance services to the Town of Waterbury and its inhabitants and visitors. The motion was seconded.

C. Kletecka asked why a dollar amount was not part of the article. W. Shepeluk explained that there was really no reason and that was how the article was crafted. K. Miller asked how the money was going to be used. W. Shepeluk stated that WASI talked with him in 2017 about changing their business model as volunteers are scarce and then gave a brief history of the ambulance service. The funding request gives consideration that the Town leases the ambulance building to WASI. The Town currently pays dispatching costs without reimbursement and this has also been taken into consideration in the funding request. In addition, reimbursement from hospitals has declined. Volunteerism has declined and the service currently has two full time employees. The funding fills a gap in their budget and per capita fees are being asked of Duxbury and Moretown. WASI has amended its bylaws to allow each Town to appoint one Trustee to their Board of Directors.

T. Wood asked if the additional funding will enable better coverage. M. Podgwaite, Executive Director of WASI, stated that coverage has improved over the past few years. He then explained some of the Medicare and Medicaid reimbursement issues. The motion passed by a voice vote.

ARTICLE 8: To see if the Town will authorize the town treasurer, in 2019 and in each succeeding year, to transfer from the Tax Stabilization Fund to the General Fund up to five percent (5%) of the fund's year end value for the prior year and that such authorization shall remain in force until changed by the voters, keeping the restriction in place that transfers not be made should the value of the fund drop to \$644,000 or less.

J. Brown made a motion that the Town authorize the town treasurer, in 2019 and in each succeeding year, to transfer from the Tax Stabilization Fund to the General Fund up to five percent (5%) of the fund's year end value for the prior year and that such authorization shall remain in force until changed by the voters, keeping the restriction in

place that transfers not be made should the value of the fund drop to \$644,000 or less. The motion was seconded.

W. Shepeluk brought the residents attention to page 42 of the Town report that contains his report on the Tax Stabilization fund. He explained the history of the fund that was established in 1997. At that time, some rules were set up as to how money could be transferred from the Tax Stabilization Fund to the General Fund. Those rules have been amended twice, but do not allow the fund to fall below \$644,000. W. Shepeluk explained the history of past transfers which fluctuated widely over the years based on the fund performance. The intent of the fund is to provide a steady stream of revenue to the General Fund to stabilize taxes. The request is to transfer up to 5% of the funds each year regardless of fund performance and to protect the fund balance. The motion passed by a voice vote.

ARTICLE 9: To vote sums of money for necessary general government, highway, and library expenses, with the same to be expressed either in specific dollar amounts or as a rate or tax on the grand list.

M. Metayer made a motion to approve for the Town of Waterbury sums of money for the interest of its inhabitants and for the prosecution and defense of the common rights, for laying out and repairing highways and other necessary expenses: for general expenses \$2,814,670, plus such sums approved in **Article 7 and in Articles 11 through 19** of the warning for this meeting; plus for highway expenses \$1,631,915; plus for library expenses \$487,515; plus for expenditures and transfers of designated reserve and special purpose funds, estimated at \$532,465, for which no additional taxes are necessary; and that the Select Board be authorized to issue bills for property taxes in the sum of \$3,769,510, plus such sums voted on **Articles 7 and in Articles 11 through 19** of the warning for this meeting for calendar year 2019. The motion was seconded.

K. Miller stated surprise that no one had any comments on a budget that increased by 13%. She asked about the increase in budgeted recreation revenues of \$80,000 on page 22 of the annual report and the mini-camp revenue of \$15,000. W. Shepeluk brought the residents attention to the summer pay line item of \$67,000. He explained that this line item was increased as there will be a new middle school day camp. The revenue line item assumes that more children will be enrolled with the addition of the middle school camp. W. Shepeluk explained how the mini-camps operate and stated that enrollment drives the costs as well as the revenues. The revenues have been growing at a faster rate than the expenses for recreation.

W. Shepeluk stated that conscious decisions were made to keep the tax rate level over the past few years. A special Town Meeting was held last year to fund the Resident Trooper Program and this was funded last year out of reserves and therefore did not raise the tax rate. W. Shepeluk brought the residents attention to page 10 of the Town report and explained that proposed spending in the three operating funds in 2019 is up \$230,915 over last year's level. The police contract and the WASI request represent \$219,870 of that so the remainder of the budget is only up \$11,045. There is no way to make the budget lower unless services are cut.

C. Viens stated that there are programs that cost money but provide services to residents, and is in favor of programs that are self-funding. He stated the Board is keeping their eye on spending. Additional discussion was held with regard to the Recreation programs and the effort to be cost conscious.

R. Suter asked a question about the proposed library budget of \$487,515. W. Shepeluk brought the residents attention to page 31 of the Town report showing library proposed revenues of \$503,530. He pointed out two expense line items; the first being the municipal building operating line item of \$51,570 that is the library's portion of paying building expenses. The second is the library debt principal and interest of \$124,080 that is the library's share of the bond when the building was built.

D. DeSanto stated that 88% of the budget is related to building expenses and staffing as described by W. Shepeluk. D. DeSanto addressed the pay line items. He stated that the staffing line item includes an additional 20 hours per week. The position will be used to staff the circulation desk so that specialized librarians can better perform their tasks. D. DeSanto reviewed some of the statistics and stated there has been a large increase in use since the new library was built. The overall budget increased by 2.59% from that of last year.

M. Frank asked about a local option sales tax and understands it requires a charter change. He believes this would be an opportunity to gain additional revenue and lower the tax burden. C. Viens stated that there are efforts at the statehouse through VLCT for Towns to implement a local options tax. C. Viens asked for feedback from the residents and business owners as to the concept of a local options tax.

E. Coffey questioned the library statistics that were published in the Waterbury Record as being exaggerated. M. Bard asked about the spike in actual expenses in the utility line items in the General Fund and Fire Department. W. Shepeluk explained that the phone system was upgraded during 2018 and the server was replaced. The expectation is that the costs going forward will decrease. M. Bard asked about the increase in the Planning Budget for professional services. W. Shepeluk stated that historical district is being expanded and the increase relates to this project.

A. Imhoff asked why the librarians work at the circulation desk as opposed to volunteers. D. DeSanto explained that the job is more difficult and technical now as patrons have many questions. The Library still utilizes volunteers in other areas.

J. Atchinson stated that the services in the budget, such as ambulance, police and the library, are reasonable but are not one time expenses. He asked if the budget will continue to increase year after year. W. Shepeluk stated that the expectation is that the items in the budget will not increase exponentially each year. The 2019 budget contains and additional \$185,000 over that of last year for police services. The budget also contains funding for WASI and extra staffing for the library. W. Shepeluk expects the budget to level off. Other issues may come up over time, including infrastructure improvements which will be financed and paid over the lifetime of the project. There are some things that may be coming out of the budget, including expenses associated with the new server and generator.

D. Schneider asked about the Resident Trooper program. M. Metayer stated that there is a three year contract for two Troopers to cover Waterbury for 80 hours per week. The contract amount is \$365,000 per year, and fixed prices will be negotiated for future contracts. The services include coverage for special events. The Town does not pay for overtime hours worked and only pays the set contract amount. There continues to be backup from the Middlesex barracks on off hours and when the Trooper on duty is tied up. M. Metayer state that the response time has been greatly reduced by having Troopers in the Town. The State Police provide a monthly report of activities to the Select Board. The Town has had no feedback that the level of service is not adequate.

K. Miller asked about the Village administrative service fee revenue line item. W. Shepeluk explained that there is staff paid by the Town of Waterbury that provide services to Edward Farrar Utility District and that this is a reimbursement from the Utility District. W. Shepeluk stated that the heading should be changed to the Edward Farrar Utility District administrative service fee.

B. MacBrien asked for a comparison about the State Police contract as compared to our former Village Police Department. W. Shepeluk responded that Town residents did not previously have a police department. The former Police Department was comprised of two employees who provided coverage of 80 hours per week. Town residents now have enhanced services with the Resident Trooper program. The cost is almost exactly the same amount as what the Village paid in their last full year of operation. The oversight now is far better for the Town as the Middlesex barracks pays for equipment, training, vehicles, and the like. The Town has a very good relationship with the State Police. One downside is that there is currently no parking enforcement.

C. Viens stated that the Board tries very hard to minimize the tax rate but as the Town continues to grow, this becomes difficult. His goal moving forward is to concentrate on infrastructure and be able to maintain it while being fiscally conscious of the tax rate.

R. Pellerin made a motion to call the question and limit debate. The motion was seconded and passed by voice vote. Article 9 passed by voice vote.

The Moderator recognized M. Metayer. M. Metayer worked with the Select Board and community to develop the Resident Trooper Program. The Town receives monthly statistics on the Trooper activities which is available on the website. The Troopers are enthused to be a part of the community and will host community meetings.

M. Metayer introduced Trooper Keith Lewia who is the daytime Resident Trooper. Trooper Lewia stated that he would like to be approachable with any resident concerns or community issues. Intelligence based policing is being implemented to promote community involvement through regularly scheduled meetings.

Representatives Stevens and Wood were present to update the residents on their work in the Legislature. They are working with the Governor's office on a childcare bill. They have passed a bill out of committee on stricter rules around e-cigarettes. T. Wood stated that the Main Street project is coming to fruition this spring and that there is a fact sheet

in the back of the room. T. Stevens stated that 40 new State Representatives were elected in November. The legislature recently elected the Adjutant General and will pass out of committee a bill containing protections for those that suffer from domestic violence.

P. Howard Flanders presented the annual Keith Wallace Community Service Award to Harriet Grenier, long time Library Commissioner and Robert Grace, long time firefighter.

John Malter was present to update the residents on the work of the Mad River Resource Management Alliance.

C. Viens conveyed thanks for M. Metayer's time on the Board and stated that he will be missed.

ARTICLE 10: To see if the voters will authorize a sum of money to be expended from the capital funds for capital projects.

M. Frier made a motion to authorize the expenditure of \$1,425,980 for purchases of vehicles, capital improvements, building operations and the payments of debt identified in the town's capital improvement and building fund budgets. The motion was seconded and passed by voice vote.

ARTICLE 11: To see if the Town will, during 2019, appropriate:

- \$1,000 for support of the Capstone Community Action
- \$1,250 for support of Central Vermont Council on Aging
- \$100 for the support of the Central Vermont State Police Advisory Board
- \$1,375 for support of Circle
- \$500 for support of Community Harvest of Central Vermont
- \$500 for support of Everybody Wins! Vermont
- \$1,000 for support of the Family Center of Washington County
- \$500 for support of the Good Beginnings of Central Vermont
- \$700 for support of Home Share Now, Inc.
- \$250 for support of OUR House of Central Vermont
- \$1,000 for support of the People's Health and Wellness Clinic
- \$1,000 for support of Project Independence
- \$1,000 for support of the Retired Senior Volunteer Program (R.S.V.P.)
- \$200 for support of the Sexual Assault Crisis Team
- \$500 for support of the Vermont Association for the Blind and Visually impaired
- \$600 for support of the Vermont Center for Independent Living
- \$1,500 for support of Washington County Youth Service Bureau, Inc.
- \$800 for support of the Waterbury Community Band

N. Fish made a motion that the Town appropriate said amounts as read by the Moderator in Article 11. The motion was seconded. C. Kletecka asked if the Board has considered

setting up a committee to review these agencies. C. Viens stated the Board will consider this idea. The vote passed by voice vote.

ARTICLE 12: To see if the Town will appropriate \$2,000 for support of the American Red Cross during 2019.

S. Lotspeich made a motion that the Town appropriate \$2,000 for support of the American Red Cross during 2019. The motion was seconded and passed by voice vote.

ARTICLE 13: To see if the Town will appropriate \$2,000 for support of Central Vermont Adult Basic Education during 2019.

B. Kravitz made a motion that the Town appropriate \$2,000 for support of Central Vermont Adult Basic Education during 2019. The motion was seconded and passed by voice vote.

ARTICLE 14: To see if the Town will appropriate \$4,000 for support of the Early Education Resource Center of Waterbury (“Children’s Room”) during 2019.

E. Managan made a motion that the Town appropriate \$4,000 for support of the Early Education Resource Center of Waterbury (“Children’s Room”) during 2019. The motion was seconded and passed by voice vote.

ARTICLE 15: To see if the Town will appropriate \$1,500 for support of Downstreet Housing and Community Development during 2019.

S. Lotspeich made a motion that the Town appropriate \$1,500 for support of Downstreet Housing and Community Development during 2019. The motion was seconded and passed by voice vote.

ARTICLE 16: To see if the Town will appropriate \$7,323 for support of Green Mountain Transit Agency during 2019.

S. Lotspeich made a motion that the Town appropriate \$7,323 for support of Green Mountain Transit Agency during 2019. The motion was seconded and passed by voice vote.

ARTICLE 17: To see if the Town will appropriate \$3,000 for support of Washington County Mental Health during 2019.

M. Luce made a motion that the Town appropriate \$3,000 for support of Washington County Mental Health during 2019. The motion was seconded and passed by voice vote.

ARTICLE 18: To see if the Town will appropriate \$20,000 for the Waterbury Area Senior Association in addition to the amount included in the General Fund Budget for such purpose during 2019.

P. Walbridge made a motion that the Town appropriate \$20,000 for the Waterbury Area Senior Association in addition to the amount included in the General Fund Budget for such purpose during 2019. The motion was seconded and passed by voice vote.

ARTICLE 19: To see if the Town will appropriate \$2,500 for support of Waterbury LEAP (Local Energy Action Partnership) during 2019.

D. Luce made a motion that the Town appropriate \$2,500 for support of Waterbury LEAP (Local Energy Action Partnership) during 2019. The motion was seconded and passed by voice vote.

ARTICLE 20: To do any other business that may legally come before the Board during the meeting.

E. Beal asked how the loss of some portions of Keurig Green Mountain has affected the Town. W. Shepeluk stated there is no direct loss of revenue to the Town. The Town still collects property taxes on the Keurig properties.

D. Patterson expressed concern about the continued development on Blush Hill and the timing of the light at the bottom of the hill. W. Shepeluk stated that the Town can have a discussion with VTrans about the light.

P. H. Flanders announced that there is no Village Meeting tomorrow. The Utility District Annual Meeting will be held on the second Wednesday in May.

D. Scannell asked for clarification on what portion of Keurig Green Mountain was closed. W. Shepeluk stated that he believes the facility in Waterbury Center received the most layoffs, but is uncertain if it is closed. A. Wells stated that Keurig shut down processing and distribution in the Village.

M. Bard made a pitch for volunteerism. He has participated in the Planning Commission and the Development Review Board in the past, and is currently running for Select Board. He encouraged residents to volunteer for any of the several Town Boards.

A question was asked about the growing number of potholes on Town Roads. C. Viens stated that the Town is looking at a schedule of maintaining the roads and funding the CIP for road improvements. W. Shepeluk brought the residents attention to the highway revenue line item Vermont State Aid. The amount budgeted for 2019 is \$110,000. The same line item in 2009 was \$107,000 and the general aid from the State remains somewhat level as the costs increase. It is difficult to come up with the money that will cover the costs of what needs to be done. C. Viens expressed concern about salt usage on the roads.

B. Kravitz asked about the Town offering tax incentives to bring businesses to Waterbury and what the Town is doing to bring in new businesses. M. Frier stated he sits on the Economic Development Board and a position has been created under the auspices of Revitalizing Waterbury to promote business in Waterbury.

A. Lewis, Waterbury Rotary, thanked the community for their support. He stated that the NQID event returned to the Village last year and welcomed feedback on the event. He stated the Rotary Club will sponsor an Easter egg hunt in April.

There being no further business, the meeting adjourned at 12:42pm.

Respectfully submitted,



Carla Lawrence, Town Clerk



Chris Vieas, Chair



Jeffrey Kilgore, Moderator

Received and recorded this 11th day of March 2019