

**West Rutland Select Board Minutes**  
**January 25, 2016**

**Present:** Chet Brown, John Harvey, Mitch Frankenberg, Sean Barrows, Mary Ann Goulette, Joe Skaza.

**Call to order:** Sean Barrows called the meeting to order at 6:05 p.m. with Pledge of Allegiance.

**Agenda:** Sandri Sonoco liquor license was added to the action items on the agenda by Mary Ann. A motion was made by John to accept modified agenda. It was seconded by Mitch. The agenda was approved and the motion passed unanimously.

**Minutes:** John made a motion to adopt the minutes of 1/18/16. Chet seconded and the motion passed unanimously. Mitch questioned whether the conversation regarding the lister budget was reflected appropriately in the minutes. After conversation it was agreed that the minutes were correct and added that the board accepted Lisa's proposal as written in hiring her at a professional assessor at \$30/hour with the listers at \$16/hour with limited hours for the new budget. The board will hire her beginning in March at \$20/hour to assist the listers. The Town will still investigate a possible conversion to an assessor format.

**Public Concerns:**

Sean offered the board's condolences to Red Sutkowski's family. He was a longtime fixture, resident and historian here in West Rutland. His accomplishments are greatly appreciated and he will be missed by all. Mary Ann reminded the group that when he retired in 2012 we dedicated the Historical Society room to him.

**Action Items:**

**Adopt Budget-** Mary Ann made all the changes discussed at last week's meeting. The salaries increases were changed to 1% as well as the other reductions. Recreation programming, special events and cemetery maintenance were also reduced. After a conversation about the phone service at the recreation building it was decided to keep the service for consideration of an alarm system in the future. It is a minimal fee annually. Sean asked what is included under solid waste mgt. Mary Ann explained it is the dumpster at the sewer plant. Mitch asked for some clarification regarding the water sewer project and how the payments are classified. He also wanted to know if the Town was budgeting revenues/expenses for the upcoming fiscal year. Mary Ann explained the water and sewer extension is not in the general budget and the numbers will not be finalized until the loan and grant are closed. The Town can't budget for revenues as the amount of hook ups is unknown. Mary Ann explained we do keep track of borrowing and expenses in a separate due to/from fund on our general ledger. Mitch asked what the cost to the Town is. All costs incurred by the Town will be covered by a loan from Lake Sunapee Bank and the water sewer reserve fund. All expenses will be rolled into the grant and loan. The first loan payment will be due 6 months after the completion of the project. We won't have the final loan balance until the project is complete. There is

potential for a deficit in the beginning as the hookups/users may not all connect immediately. Realistically it may take a couple years to breakeven and replenish funds used as people hook up to the water system. The Town hopefully will start billing for new hook ups in September 2016. Mitch clarified that there are no revenues yet and all expenses are/will be capitalized through the sewer fund and bank loan and will be replenished as users hook on. Chet made a motion to accept the final budget to present to voters and John seconded. Passed unanimously. The final numbers were 1,440,384 for expenses and 1,230,860 in property tax revenue. John will text Joe Skaza about vehicles being auctioned from VELCO for Fire Dept. extra truck.

**Review and sign warning-** A new article 23 was added for Child First Advocacy. Article 6 for paving and sidewalks was increased to 80K to match the VTrans grant. Chet made motion to accept warning as written and was seconded by Mitch. Passed unanimously.

**2016 Certificate of highway mileage-** A motion to sign the Certificate of Highway Mileage with no changes was made by John and was seconded by Chet. Passed unanimously.

**Liquor licenses-** A Motion to approve Stewarts #198 liquor license was made by John and was seconded by Mitch. A motion to approve Sandri #283 liquor license was made by John and was seconded by Chet. Both motions passed unanimously.

### **Town Manager Report**

**TDI New England-** TDI did get a certificate of public good for its project. They also briefed Mary Ann of the project and asked if the Board wanted an update. They are starting construction in spring and plan to be online in 2019. The income to the town is approximately \$200K. The pipe will be installed along Route 4 and under Clarendon Avenue at the overpass. The board felt they did not need an update at this time but closer to completion of the project.

**Smart Growth Draft Plan-** The final planning/informational meeting is at 6:30 on Wednesday January 27th. REDC is going to attend and is scheduled to come to the next board meeting to learn about our economic needs and wants.

Mary Ann spoke to VLCT about changes within the fire department regarding the change from a stipend policy to becoming employees with an hourly wage. Their feedback thought it would trigger OSHA inspection/training, FLSA and a conversion to a municipal fire department. Joe and Mary Ann thought maybe increasing the existing stipend versus employee status was a good idea. Board wants to be clear with the voters that the stipend paid to fire fighters was increased VERSUS them becoming hourly paid employees. Joe mentioned the stipend hasn't been increased since 2008. The fire budget was adjusted to remove the FICA budget to reflect the change. Tom Burditt wants to give the legislatures a tour of the Industrial Park on Feb 8<sup>th</sup> in relation to the Hirschmann expansion. Mary Ann mentioned that Pet Gear is also expanding.

**Board Concerns**

Chet- How is the used fire truck purchase coming along? John Harvey is looking into used trucks from VELCO. John will communicate with Joe Skaza regarding that when he gets more information from VELCO.

Meeting was adjourned at 7:18 p.m. with a motion made by Chet and seconded by Mitch.

DRAFT