

MINUTES
WEST RUTLAND SELECT BOARD
Monday January 4, 2016

Present: Sean Barrows, Chet Brown, John Harvey, Mary Ann Goulette

Others Present: Frank Woolf, Mike Moser

Call to order: The meeting was called to order at 6 p.m. by Sean with the Pledge of Allegiance

Approval of Agenda: Chet made a motion to accept the agenda as written and John seconded. Unanimous

Minutes: The minutes of 12/14 were accepted as written with a motion by John and seconded by Chet. Minutes of 12/31 were accepted as written with a motion by John seconded by Chet.

Public Concerns: None

Discussion Items:

- A. 2016-17 Budget overview** - Draft shows an overall increase of 2.15%
- a. **Highway Budget-** Frank was present. Budget is up this year over 14%. Vehicle insurance and insurances in general increased. Chet thought it was locked? Workers Comp is an estimate. The Town typically gets a credit upon a year-end audit. Mary Ann said some of the increase is a result of how it's categorized in the budget versus how it is billed. The current year is up because of the new truck and it also reflects the volume of claims within the group of insureds with VLCT. Mary Ann will look further into the insurance increase. Frank talked about some of the issues they are having with the new truck. They had to change wires to the pump as the pump kept quitting. And it also needs new clutch for pump. Body guy is coming for the frame as it is does sit square. We should get it picked up this week. A new tandem should be considered as the next purchase for Highway before next winter. Frank estimates about \$180K. Big difference is labor-increased to 148. David is now full time highway (versus his time being split last year between highway and water) and there is an additional employee this year. It increases all benefits too. Spent 75K in salt last year because of the price increase so it we increased to \$70K from \$65K. Sean asked if any culverts were planned? The town has purchased one for the Rec and all the culverts needed for the Sheldon Road project planned. The fund balance is at \$276K. The town had \$400/K but \$150 was benchmarked for the Sheldon Project. Nothing confirmed for Sheldon project expense yet. John asked how much longer the Town has to pay on the Salt shed and garage bond. They end in

2022 and 2025. Projects next year are the Whipple Hollow Bridge, Sheldon Road Project, sidewalk to Carving Studio and the parking lot across from the Town Hall. The proposal for engineering/surveying is 5K for parking lot. The town will need to figure out lighting. The primary need now is to focus on fill/paving for lot and draining. Majority agreed to set it with sur pak or good gravel for now. Sean recommended solar panel with batteries. Frank got some estimates to install a sidewalk by The Carving Studio. It will cost \$26K for a sidewalk from Crescent to Carving Studio for just the sidewalk-no prep work. Hot mix would be \$14K and sur pak would be \$3K. The sur pak quote doesn't include boundaries like ties/forms for edging. Mary Ann mentioned that the grant for bike path may be able to contribute to this project. The town needs to match the VTrans bike/ped grant with \$82K or 10% The town can add an article or transfer from fund balance or change the existing paving/sidewalk article from 65K to 80K. We haven't raised it and the prices continue to increase. Mary Ann will run some numbers to see what makes sense.

- b. **Administrative Budget** - Plans for computer software upgrades includes online payment software. New Copier lease includes free copies for a year (black/white) Education is kept the same for online project management course for Town Manager. Lisa Wright submitted a proposal for her assessor services. Her recommendation is to change the department to a lister/assessor combo. Each of the three listers work about 4 hours a week each now at 14.50/hour. There is a various mix in the state with Towns having a combination of assessors and listers where some just have assessors and many are contracted. Average hourly rate among the state is \$30/hour or a contract per parcel. Lisa is asking for 45/hour for 7 hours a week. Her proposal suggests including the listers in only once a month or for grievances. The board believes we still need listers with limited hours to help with grievances and review Lisa's work. Lisa has done well and has the knowledge. Our grand list is in good shape. Currently, the actual lister salaries for the past 6 months is at \$4,000. The board will consider an assessor/lister format and will put together an RFP to put out to bid. We will increase the budget for the upcoming year to \$12,500.
- c. **Recreation**- Not a lot of change for rec department. Michael did a good job working the sports program. Mary Ann would like more community events. Kim from library offered running more special events with library and for us. Miscellaneous Programs increased \$4,000 to support that new initiative. The senior luncheons continue each month. Upcoming projects for the recreation area include installation of a new culvert at Boardman Hill, a new sport field with the support/help of Fabian, new sidewalk and we would like to look at a pavilion.

- d. The Cemetery budget was increased to clean stones. Also Mary Ann wants to add some shrubbery/trees as well.
- e. Miscellaneous/Town Hall- Janitorial is at 10 hours a week. There is currently a 81K town hall reserve. The Town Hall will need window and brick work.

B. Town Manager's Report

- a. We heard from the lawyer regarding the change the grand list value for parcel 043003075. The Selectboard vote was done on December 31st but all changes must be completed by 30th. Because we missed the deadline, our lawyer advised: The Town vote taken on 31st was, as a result, without force or effect. The town is still trying to close on 165 Marble street sale. The town is hoping to resolve with the buyer as he is still interested. All petitions are due in by January 25th.
- b. Mike Moser was present to talk about the solar project proposal. The DRB held meeting with the citizens of West Rutland and sent to the PSB all citizen concerns about the project. All decisions will be made by the PSB at this point.

Action Items

- a. **Water Line Freeze Policy** - Ed and Mary Ann tweaked a few things but it is finalized. Talked to VLCT whether to make it an ordinance or a policy and they said a policy is fine. John made a motion to adopt the Water Line Freeze Policy and Chet seconded.

Board Concerns:

Chet-none

John-none

Sean-none

Approve Orders: The board approved the pay orders.

Adjournment: Meeting adjourned at 9:09 p.m. with a motion by Chet and it was seconded by John.

Respectfully submitted,
Christen Fitzgerald