

DRAFT MINUTES FOR
SPECIAL MEETING DECEMBER 30, 2013

6:00 P.M.

PRESENT: Dick Charland, Maureen Harvey, Dawn Poitras, Mo Lavanway, Adam Magee, Steve Wilder, Anne Latulipe, Shawnee Perry Kym Andrews, Lars Dickson. Marty arrived at 6:20 p.m.

Call to order by Dick at 6:02 p.m.

Began budget review of charitable contributions by the town.

Mrs. Grenier of the Waterbury Library provided a letter asking for an increase of contribution. Letter stated that 405 Duxbury residents have accessed the library in 2013. Motion by Dick to keep the contribution at \$3000.00, Mo seconded all in favor.

Dick moved to postpone the Central Vermont Economic Development Corporation request until January since they are asking for a warning for town meeting. Dick will research the policy and procedure for the warning.

Kym Andrews provided information regarding the bike rodeo stating that there was no request and they have not cashed the check from last year as of today. Board removed the \$150.00 from the budget.

Central Vermont Community Action provided a report regarding individuals and families who accessed their services for 2013. The report will be filed in Town office for public to review.

Reviewed budget items that there were questions on from last meeting.

Signage and replacing signs that are stolen or damaged. Keep the line at \$3000.00. Dawn asked the question about the signs that were removed by former town foreman and replacement of those signs. Mo said since town removed they should be replaced by town.

Line #124B Adam presented the board with quotes and opinion regarding the 2003 truck. Board increased the line to \$5000.00.

Maureen asked if an assessment of the town garage roof had been done and if so, what is the recommendation. Mo stated that the assessment had not been done and he will follow up and report back to the board. Dick stated that in the Capital Reserve fund budget there is money still there from the town garage being built.

Line #118 & 137 gravel pit is on hold until Mo and Dick have a follow up conversation with John Grenier.

Interest on loan has not been calculated; Dick will follow up with Bonnie Batchelder to get this information.

The board has not received the Moretown Fire Departments contract for fire coverage yet.

Reviewed Anticipated Revenue:

Kym reported that employee contribution to their health and dental does not show through anticipated revenue. Kym is going to follow up with Nimric support to see how it shows up in the report. Kym will email out her findings to board members.

Kym will run a detailed report with descriptions of money from the State of Vermont and will provide that information to the board.

Clarification on Delinquent Taxes Dick will follow up with Bonnie Batchelder regarding this. Kym will run a report showing break down in interest and penalties.

Dick and Maureen met with Merchant bank and town attorney regarding total amount borrowed and expenditures that went against the loan. The bank is requesting statements showing expenses for the loan. Dick told them we were not prepared at this time and a follow up will happen once the information is gathered. Bob Fletcher (attorney) raised questions were we stand with the loan with Merchant Banks. The bank is letting the note mature.

Dick provided the board with an engagement letter that he received this afternoon from Batchelder that outlines the audit they would perform from the period of 2011 through 2013. We will pass over the fire contract until the next meeting.

Dawn left at 7:14 pm

Adam provided a contract from Bob's Sunoco. It would allow for vehicles that are parked in unauthorized areas to be towed and the fees would be paid for by the owner of the car. The tow fee would be \$75 and \$50 a day for storage fee. If the tow truck was called and the car was not there when they arrived the town would be charged \$35 for the cancelled call. Dick will review the towing policy with the town attorney and we will need to get a certificate of insurance from Bob's Sunoco if we sign the contract.

Tom Vickery has reviewed the state's grand list and noticed some items he thought should be changed. Tom generated a letter of appeal for the state that Dick will sign and forward to the state which will help with the taxes. They discussed collecting taxes earlier. They determined that giving the citizens due process the earliest we could collect taxes is August. There is a seminar that Dick will be attending that will provide us with more information.

Dick brought up Marty's question about the plowing and that the citizen that generated the call stopped at the garage. The town terrain creates numerous different driving conditions throughout the town. Select board members should direct citizens to call the town garage and speak with Adam directly.

We reviewed the capital reserve plans with different options of equipment backhoe versus excavator. The consensus was that putting any additional money into the backhoe was a waste of money. The conversation continued with leasing to purchase versus the out sourcing of excavation work.

Dick made a motion to reconvene on Thursday, January 2nd at 5 pm to continue discussion on the Equipment Capital Reserve plan, Batchelder engagement letter and the fire contract. Marty second, all in favor.

Submitted by Dawn Poitras and Maureen Harvey