

Select Board  
Martin Memorial Hall  
5259 Route 5, Ascutney VT  
Monday January 13,2020 6:00PM  
Special Budget Meeting

Select Board Members Present:

Kelly Murphy  
Michael Todd  
Dan Boyer  
David Fuller  
John Arrison

Acting Town Manager – Sven Fedorow

Others Present:

Darrin Spaulding, Lisa Slade, Darlene Kelly, Joey Jarvis, Colby Hodgdon, Howard Page,  
Jeremy Lavanway, Derrick Gurney, Ray Stapleton

Call to Order:

Kelly Murphy called the meeting to order at 6:00 pm.

Kelly Murphy read the following email to the Select Board:

January 13, 2020

To:

David Fuller, Vice-Chair  
Michael Todd, Clerk  
John Arrison  
Dan Boyer

From: Kelly Murphy

Select Board Members:

After contemplation, I have decided to step down as chair of the Select Board, effective at the close of this meeting. Prompting this decision is the fact that the amount of time required for town business has greatly exceeded the typical commitment level in the chair's position, since the town manager resigned on September 23rd. At no point should my limited availability impact the work of the town. That assurance is not possible at this point. I will certainly continue in my commitment as Select Board member until the end of my term at town meeting.

In addition, a formal citizen complaint filed against me on Monday evening January 6th claims that “employees at the town office have been directed by the Select Board chair not to have any contact with {Darrin Spaulding} whatsoever” and that I have “threatened the employment of an employee”. These publicly documented accusations must be thoroughly investigated with no perceived barriers to this investigation. I believe stepping down from the role as chair will assist in this effort.

Thank you for placing your trust in me as chair through our many conversations.

Sincerely,

Kelly Murphy

David Fuller will become Chair at the close of the January 13, 2020 Select Board meeting.

Motion to approve Kelly Murphy’s resignation

Made by: Michael Todd, Second Dan Boyer

Vote: Four in favor

One abstain

David Fuller warned a special meeting for Thursday January 17, 2020 at 6:30 pm to address the formal complaints that have been filed. The first one, an open meeting law violation, which was filed on January 8, 2020 needs to be addressed within 10 days, which falls before the next scheduled Select Board meeting. The second issue, needs to be handled in executive session prior to the 6:30 pm meeting.

\*\* Attached spreadsheets are from 1/13/20 meeting\*\*

Solid Waste Budget:

Discussion questions with West Windsor/Reading:

### Transfer Station proposal

Martha Harrison <townadmin@westwindsorvt.org>

Thu 1/9/2020 3:55 PM

To: Kelly Murphy <kmurphy@weathersfield.org>

Hi Kelly,

As we discussed, West Windsor has a number of questions about the Transfer Station proposal:

1. Effective date?
2. Is the intention to include all parcels, even "land only" parcels? Our Listers aren't in right now, but I think we have 775 "occupied" parcels and 108 "land only" parcels. "Land only" parcels generally don't produce any waste.
3. How do you handle multi-family parcels? Time shares? We have a lot of condos with shared ownership of a parcel.
4. Are there financial statements available for the Transfer Station, and can you share them with us?
5. If the proposal passes in both towns and more people are contributing could the fee be reduced?
6. How do you envision this working? Would West Windsor pay Weathersfield a lump sum and then send everyone a dump sticker in the mail with their tax bill?

At this point, we would probably have to have this as a separate article on the warning for Town Meeting, if we can get more detailed information. The Selectboard meets on Monday (January 13) at 6:30 PM. If you have any additional information before then, it would be helpful.

Thank you,  
Martha Harrison  
Town Administrator  
484-3520

*Tom Kennedy is attending both town mts.  
↳ would like to ask if Ray could be rep-  
-ent meetings*

*Bob Allen - Reading Chair - 517 parcels in Reading*

*1) Reading, after conversation w/ Sven, thought this only applied  
to people who used the transfer station ~ this doesn't include  
those who pay someone else privately.*

*2) Several parcels are over near Woodstock / Bondgavater area that would never use transfer  
"Curtis Hollows"*

### Discussion on how to increase revenue/decrease expenses future fiscal years:

- Charging for C&D
- Review the policy for addition stickers and sticker charges:
  - 2<sup>nd</sup> car charge vs 2<sup>nd</sup> residency charge
- Increase the cost of dump sticker per parcel fees
- Working with West Windsor and Reading on transfer fees

Areas that we can change for FY2021 budget in order to maintain the current per parcel fee of \$50:

- Charge for C&D
- Do not transfer money to the reserve fund, which currently has a \$72,000.00 balance.

John Arrison made a motion to approve the Solid Waste Budget of \$283,336.00, which backs out the \$12,000.00.

2<sup>nd</sup> Dan Boyer

David Fuller "Wouldn't you take away the \$16,220.00 away from the \$295,336.00?"

Remove the \$16,220.00 in revenue (Increase to stickers)

Add \$4,220.00 in C&D revenue

Totaling \$283,336.00 in Revenue

Remove the transfer to the reserve for \$12,000.00  
Totaling \$283,336.00 in Expenses

David Fuller “I move to amend motion to we make sure that the Weathersfield per parcel sticker is \$50.”

No further discussion

Vote: Unanimous in favor

#### Fire Budget:

Chief Spaulding suggested selling their current 1985 ladder truck and purchasing a 2000 ladder truck that has become available. He believes this would help reduce the AVFD Fire Equipment Repair Fund from \$8,500.00 down to \$6,500.00. Over the past year the AVFD has spent close to \$3,000 on maintenance costs on the current ladder truck in testing and hydraulic repairs. The current truck has approximately 140,000 miles on it. They currently have an option to purchase a 2000 ladder truck with 13,000 miles in excellent condition, which would save them maintenance costs. It would also allow them to take the truck off their 5- year plan for the next 12-15 years also saving them some money in the budget.

Dispatching Services decreased – the Town of Hartford decided to phase in the \$4,000 over a 2-year period instead of all at once. It is unclear if this is for toning only one department or both.

John Arrison made motion to approve the Fire Budget of \$170,494.00

2<sup>nd</sup> Michael Todd

No further discussion

Vote: Unanimous in favor

The purchase of the truck was tabled to a future meeting.

#### Listers Budget:

\$100 per parcel, approximately 1,800 parcels = ~\$180,000.00 that does not include Listers needing additional time to work with the assessors.

We are not allowed to use the money from the State as we did in the current budget to offset any of their salaries. It is strictly for reappraisals, the only thing it can be used for is mapping.

\$231,000.00 is currently in the reserve account.

Kelly Murphy “Does someone want to make a motion to amend the Listers budget to \$61,096.00?”

Motion made by Dan Boyer, 2<sup>nd</sup> by Michael Todd

Vote: Unanimous in favor

Library Budget – moved to Monday January 22<sup>nd</sup> Meeting

Kelly Murphy addressed the salary increases with the Select Board.

“The Select Board had given a directive for Darlene to put in a 2% salary increase across the board so that we could get a handle on where we were moving forward. Some Departments followed that; some Departments submitted their own requests off of that. I would like to have the Board’s direction as to whether or not they are comfortable with taking Department’s as they submit it individually or if you want to hold with the 2% increase, we had originally authorized?”

David Fuller “I don’t have any objection to them, if somebody could show us that they’re demonstrably showing us, they have a reason to say what they want to say, that we would listen, and I think that’s what we did with the Police.”

Police Budget:

Police salaries to be discussed at the Budget meeting January 20, 2020.

Darlene Kelly addressed the questions regarding the sale of the police cruiser. The \$9,625.00 was in the General Fund Budget. According to the minutes from that meeting, there was no motion to move the \$9,625.00 to the Cruiser Reserve Fund at the time it was sold. It sits on the Budget to Actual for FY17.

David Fuller “So do you think it went into an annual budget account for police?”

Darlene Kelly “It went into Sale of Equipment and Vehicles, into his regular operating budget for FY 17 so then it got absorbed into the General Fund unassigned fund balance.”

Current balance of the Police Reserve Account \$11,129.00

David Fuller made a motion to transfer \$9,625.00 from the Undesignated Fund Balance in the General Fund to the Police Cruiser Purchase Fund.”

John Arrison 2<sup>nd</sup>

Discussion on the motion:

Kelly Murphy “Does this follow the Town policy, what we’re putting in the motion, the sentence that says “proceeds from the sale of Town assets should be placed in the specified reserve for the purchase of similar assets at the Town Manager’s discretion with approval from the Select Board, unless otherwise directed for an article at Town Meeting?” “So, the motion on the table matches the sentence?”

David Fuller “Yes, we’re taking the sale of a police vehicle and putting it towards a new police car.”

Lisa Slade “So if this was done in 2017, then this money must have been spent by now?”

John Arrison “It’s accumulated into the fund balance.”

Lisa Slade “So she said that \$9,600.00 went into the general fund, so you’re assuming that its been carried over from year to year and it’s still there.”

David Fuller “We’re not assuming anything, it’s audited. It’s there.”

Darlene Kelly “It’s audited on the Unassigned Fund Balance.”

Vote: Unanimous in favor

Discussion was had to make a reserve article vs use all the money in the reserve fund to purchase the new police cruiser. Further discussion to be had Monday January 20, 2020. Darlene to present budget with and without an article.

#### Admin Budget:

No changes from the spreadsheet on 1/6/20

#### Discussion/Requested Changes:

Non-Profits – the policy is that any requests under \$500, the Select Board can vote to add those into the General Fund, anything over \$500 they go on an article once the Select Board has vetted them for the tax payers to vote.

- Darlene submitted a package for a salary increase for Suzanne based on multiple factors, surrounding pay scale, additional job duties, etc. for \$5,574.00.
- Cost savings in benefits for the new Town Manager coming in on a 2-person plan vs a family plan.
- Computer expenses were removed from Admin budget and appropriated to the correct budget.
- Town Report production had a significant increase of \$3,700.00 due to postage and printing costs, however that is split with the school.
- Increase in NEMRC service by \$2,860.00
- Additional licensing fees (Listers, etc.)

There was discussion regarding the increased costs of the NEMRC services and looking at alternate providers. Changing providers would affect every aspect of the Town Office.

Pay.gov has been added to the Town Office so tax payers are now able to pay their taxes and dump stickers at the Town Office with the debit/credit card. The fee is 3%.

Will need to discuss how to proceed with the 1879 School House. They are asking for an alarm through a phone line which will also alert in the event the temperature below freezing so pipes don't burst. Will need to discuss if this will come out of their current budget and how their budget will be change.

The following non- profits will be added to the current spreadsheet to be voted on by the Select Board Monday January 20, 2020:

Big Heavy World \$250  
Cover Home Repair \$400  
VT Adult Learning \$300  
Windsor County Mentors \$480

To be added to the ballot for voting:

VT Family Network \$500

Admin budget will be finalized at the meeting Monday January 20, 2020

Land Use Budget – Tabled until meeting Monday January 20, 2020

#### Finance Budget:

Darlene's salary (Town Accountant) was budgeted incorrectly on the pay scale, she would like it to be corrected for this year. FY19 scale was used in FY20.

VEMRS was moved from the Admin Budget to the Finance Budget, which is where it should be listed.

John Arrison made a motion to approve the Finance Budget of \$112,513.00.

Dan Boyer 2<sup>nd</sup>

Vote: Unanimous in favor

#### Highway Budget:

There were some missing personnel benefits in the spreadsheet from 1/6/20 that have been added.

David Fuller had questions regarding the \$117,756.00 Fund Balances as well as a \$38,355.00 payment on a new grader that hasn't been purchased yet. Darlene explained it was put in as a transfer to Highway Equipment to cover the first year's payment.

Another option for the first-year payment is to not put it in the budget as a transfer to the Highway Equipment and take the first year's payment out of reserve if the article is approved by Town.

There were concerns that the quotes that have been received for the graders are not equal.

Kelly Murphy asked for the Monday January 20<sup>th</sup>, Ray Stapleton and/or Darlene Kelly gather equal quotes to include, lease, maintenance package, amortization schedules, etc. to present to the Select Board.

The Highway Department is looking to purchase a grader and a dump truck this fiscal year. They are looking at lease-purchase on the dump truck. For the grader they want to make payments in advance and payments in arrears for the dump truck trying to keep the payments stable between the two.

Areas of discussion concerning current grader and purchase of new grader:

- Current grader just received a new transmission
- Warranty just ended this year
- Some of the Select Board has not seen the Capital Equipment Purchase Plan as a whole
- Cost analysis repairs on current grader vs cost of new grader
- Funds are not being set aside for repairs on the current grader – there have been no repair expenses on the grader since 2007.
- Equipment Maintenance, Repairs & Supplies needs to be broken down in the budget.

Lisa Slade “Is there is a reserve for equipment? If the grader passes as an article, and there is a payment due before the next budget, then that payment should come out the reserves. Why should the tax payers vote to put more money in the budget when the funds are already there?”

Darlene Kelly “There is \$95,000.00 in the Highway Equipment Acquisition Reserve. We had proposed to take \$75,000.00 out for the dump truck, which would not leave you enough for the first payment.”

Ray Stapleton “It would be \$125,000.00 loan, \$40,000.00 from the sale of the previous truck, \$10,000.00 from a trade in for one of our other trucks and then \$35,000.00 from reserves.”

Highway budget tabled until Monday January 20, 2020.

Kelly Murphy “In the past couple of years, we have done a joint board meeting with the school in which they present where they are coming in and where they town is coming in. It’s not by any means an opportunity to question their budget, but its to see the total package. Is the board interested in doing that joint meeting given the amount of time that we have?”



John Arrison “I don’t think that we have time. We are going to meet Monday, we are going to have to meet another day next week, because the following Monday its got to be in.”

Kelly Murphy “This is not a meeting to adjust our budget based on what the school is doing. This is just an opportunity to for the voters to see both priorities.”

\*\* Please note SAPA coverage ended at approximately 8:45 PM due to battery life ending on the video recorder\*\*

Kelly Murphy “What I need to know from the board is

1.) Do you want that joint meeting with the school?

2.) Do you want a SAPA taping again?

The Select Board decided to not do the meeting with school.

They have decided to do the SAPA taping to do an overview of the budget. Date and time to be determined.

For the budget meeting scheduled on Monday January 20, 2020, 7:00 PM  
Martin Memorial Hall

Library Budget

Highway Budget

Police Budget w/ research

Admin Budget

Land Use Budget

Color Coded Emails – Fire Article Suggest regarding adding a ballot article asking the voters a question about launching a volunteer municipal department. Kelly Murphy sent an email to Flo Ann to VLTC and to Nate Stearns, the Town Attorney asking the question. Flo Ann then forwarded it on to the Secretary of State’s Office and VLTC took a look.

- Red = Flo Ann’s conversation with Nate Stearns (at the end)
- Blue = Kelly’s conversation with VLTC
- Black = Nate Stearns and VLTC

Years ago, the voters of Weathersfield passed a ballot article saying that anything with a dollar value had to be put on the ballot and anything without a dollar value had to be voted on the floor.

Motion to adjourn at 8:52 pm

Made by Michael Todd

2<sup>nd</sup> Dan Boyer

Vote: Unanimous in favor

Submitted Very Respectfully,  
Chauncie Tillman