Windham VT Selectboard Meeting Minutes

 January 13, 2020 Special Meeting

Present

Maureen Bell, Selectwoman Kord Scott, Selectman

Louise Johnson, Meeting House Commission Peter Chamberlain, Selectman

Kathy Scott, Treasurer Janice Wyman, Fire Dept. Treasurer

Gail Wyman, Asst. Treasurer Jonathan Gordon, Fire Dept. Chief

Sally Hoover, Auditor Rick Weitzel, Assistant Fire Dept. Chief

Imme Maurath, Auditor Richàrd Parè, Road Commissioner

Kathy Jungermann, Substitute Selectboard Clerk

**Call to order**

Maureen called the meeting to order at 9:30 a.m.

Kathy Scott distributed copies of the General Fund Report 2019

**Public Comment**

Jon Gordon would like to discuss the proposed budget of $30,000 for the Fire Department in 2020.

Kathy Scott opened a discussion of the 2020 budget. She is recommending the following changes: to reduce the Listers’ budget by $1000 as funds allocated for general education and NEMRC training were not used last year. This would still leave $1000 in each education area.

Also, she proposed that under the Social Services budget, both Grace Cottage Hospital and Mountain Valley Medical Clinic receive $625. This will not increase the Social Services budget.

Finally, she recommended that the budget for the Fire Department be reduced from $30,000 to $20,000. Kord stated that the Fire Department should attend Town Meeting to advocate for their budget and defend it. Jon Gordon noted that it costs between $40,000 and $50,000 to operate the department and recommended that the budget be left at $30,000 and be made an article instead of being included in the general budget.

Motion: To remove the $30,000 proposed for the Windham Volunteer Fire Department 2020

 Budget from the General Fund and make it a stand-alone article. Moved by Maureen-

 All in favor.

Rick Weitzel noted that the Fire Department has new members and that more of them are going to additional training and funding is needed to continue operating at the current level.

The truck being replaced this year has been in operation 30 years, 15 years past recommended replacement.

Regarding the Meeting House M&I budget, Louise Johnson indicates that the $10,000 budgeted for 2020 will need further review by the Meeting House Commission which will meet on Thursday, January 17. Members will be prepared to submit an updated budget at the next Selectboard meeting on January 20.

Rick Weitzel asked how much yearly revenue is received from the citations that the Sheriff issues. Kathy Scott states that in previous years it exceeded the cost of the yearly contract.

Currently the total received in $2468, which does not include October, November or December.

Kord pointed out that as travelers become more aware of the presence of the Sheriff, there will be a decrease in tickets issued. The town can then reevaluate how much time we want to contract with the Sheriffs’ office. The Sheriff on duty has noted that speeds on Windham Hill Road have increased since they were paved over the summer.

Imme Maurath noted that removing $30,000 from the General Fund budget and moving it to an article would require an explanation to voters, possibly in the article itself.

Peter Chamberlain would like to discuss whether the tax sale properties purchased by the town are covered under insurance. Kathy Scott will call PACIF to determine liability. Tax sale was June 26, 2019.

Peter also suggested that the selectboard consider increasing the Selectboard Clerk budget from 200 hours to 250. This would increase the line item by $750. This increase would more accurately reflect the number of hours the current clerk is spending to take the minutes, post and electronically distribute them, and prepare documents at the direction of the board including correspondence, policies, ordinances, warnings, and hearing notices. All present were in agreement that the minutes, as currently prepared, are an invaluable resource and the increase was approved.

Maureen opened discussion on the interest money that has accrued. She recommended that the following expenses should be considered:

▪ Work that will need to be done on the Road Erosion Inventory

▪ Develop a plan and get professional advice on how to mitigate the effects of the Emerald Ash

 Borer

▪ Unanticipated expenses related to maintaining the Meeting House

Kathy Scott noted that the following balances would require a town vote to move from the Designated Fund into the General Fund: $9,000 put aside for a professional audit, 2,000 in a NEMRC fund, and $5718.93 in the Windham Weatherization Fund.

Kord gave update on anticipated expenses in 2020:

▪ The insulation under the Town Office will need to be torn out and reinstalled. At the present

 time, a lack of insulation under the floor contributes to a problem keeping the room

 temperature consistent. This will be a big project, Kord will get quotes. There is a balance

 of $15,783.48 remaining in Town Office M&I

▪ A shelter will be needed for equipment at the Town Shed. John Pozzi indicates that a 20X65

 lean-to will cost between $15-$20,000 to construct. There is a balance of $83,234.99 in

 Garage M&I.

▪ The 2010 truck will cost $225,000 to replace.

▪ The upcoming Road Erosion Inventory can be covered by a grant from Windham Regional.

 Jeff Nugent at Windham Regional will bill us for the Inventory and Kathy Scott will file for

 reimbursement.

▪ In an effort to curtail the Emerald Ash Borer, roadside trees will need to come down before

 they are infested.

▪ The Harrington Road culvert has been put out to bid.

▪ Financing the Rt. 121 culvert: Joel Perrigo of VTRANS will provide funding to replace the

 Culvert by utilizing a Hazardous Mitigation Grant for the entire cost of between

 $350-363,000. The town would need to return 2 previous grants that the town is unable

 to use totaling $235,000. Mark Pickering of VTRANS indicates that Windham would remain

 at the top of the list for the same 2 grants should we require the funds.

 Everett Hammond will discuss the process with Joel Perrigo of VTRANS. As this is a Federal

 Grant, a manager other than Everett would be required. Should the culvert fail before the

 Grant comes through, VTRANS can provide a temporary bridge.

Kathy Scott will check with VLCT to determine how to construct the articles that will transfer

9,000 for the professional audit and 2,000 in the NEMRC fund from the Designated Fund into the General Fund. The Windham Weatherization Fund will stay in the Designated Fund.

In an effort to show how we’re reducing the 2020 budget from 2019, this is our comparison:

 **2019 2020**

General Fund 180,556 +$300 (Collaborative donation) 153,736

All Roads 497,084 482,520

Paving 90,000 90,000

Bridges + Culverts 15,000 15,000

Road Machinery 60,000 30,000

 Fire Department 30,000

Total 842,940 801,256

This will result in a reduction of 5%.

 **Adjournment**

Motion: To adjourn the special Selectboard meeting at 11:37 a.m.-moved by Maureen-all

 In favor.

Respectfully submitted,

Kathy Jungermann

Substitute Selectboard Clerk

Attachments:

--General Fund Report 2019

--List of Meeting House service providers and estimated annual costs