

**Selectboard Memo**  
**December 15, 2014 SB Meeting**

**GMTA/US Route 2 Commuter 2015 Town Meeting Warning Article**

- GMTA's Tawnya Kristen, Meredith Birkett, and David Armstrong will give a US Route 2 Commuter bus update and present a proposed (level funded at \$8,333) 2015 Town Meeting Warning article

**Presentation of Proposed Capital Plan**

- The Capital Improvement Committee will present a proposed capital plan for implementation in FY2016

**Road Foreman Report**

- Road Foreman Mike Garand will give a roads update and provide proposed FY2016 highway budget line item figures

**Presentation of FY2014 Financial Audit**

- Sullivan, Powers & Co., P.C. has completed the FY2014 audit of the town's finances

**Discussion of Investment Options for Capital Reserve Fund**

- The Capital Reserve Fund is currently held in an all-cash position; Treasurer Don Welch will provide potential options for investment or use in conjunction with the proposed capital plan

**Consideration of rbTechnologies Contract to Replace Server**

- The board agreed at its September 8, 2014 meeting to contract with rbTechnologies to replace the town office's aging main server at a cost of \$10,920; the work was postponed until FY15 Quarter 3; rbTech has now provided a firm contract at the \$10,920 price, including hardware & labor, and will do the replacement in February; an invoice is on the warrant for the hardware, which needs to be pre-ordered, at a cost of \$5,620
- The final cost should be less than the quoted \$10,920 as the town has banked approximately 15 service hours from the annual service contract with rbTech which will be used to offset about a third of the labor cost, a potential savings (if we don't need to use the banked hours prior to the server installation) of about \$1,900

**Consideration of Revised Personnel Policy**

- See the revised draft incorporating the recommended changes from the December 1<sup>st</sup> board meeting
- New in this draft:
  - Clean up of CDL medical exam language (Section XIII B)
  - Tweak to clear up holiday pay/overtime pay confusion (Section XV C 3)

**Consideration of Revised Animal Control Ordinance**

- See the revised draft incorporating the recommended changes from the December 1<sup>st</sup> board meeting
- New in this draft:
  - Resetting the language to match VLCT template (Section 4 D)
  - Reshuffling of lines/language to ensure consistency (Section 5)

**Discussion on FY2016 Budget Development**

- See the revised draft FY16 budget worksheet
- Major issue remains what methodology to use in order fund the Capital Plan concept, if the Selectboard agrees to move forward with the Capital Plan

### **Preliminary Discussion on 2015 Town Meeting Warning**

- School district would like to go first for a second year in a row in order to have a full house to present/discuss the “new” school building
- New items: Capital Reserve Fund redefinition; East Montpelier Trails funding; No cap on Funding Request Article voting on the floor superseded

### **Excess Weight Permits**

- Single vehicle excess weight permit for logger David Welch

### **Appointments**

- Gene Troia as Acting Zoning Administrator
  - Gene is the incumbent; appointment for calendar year 2015; position serves as ZA when appointed ZA has conflict, is on vacation, etc.

### **Warrants**

- Should authorize Seth to sign an end-of-month warrant, if one becomes necessary, since he’ll be in the office Monday December 29<sup>th</sup> for payroll authorization and to approve the payroll vendor warrant

### **Additions to Agenda**

- FY2015 VTrans Grant Payment Agreements
  - Need to sign TA 65 forms for both the Gallison Hill Road paving grant and the Dodge Road culvert repair grant in order to receive the state payments

### **Town Administrator Report**

- Update on Town Treasurer appointment process
- Annual VT Association of Chief of Police Luncheon
  - Tuesday, January 13, 2015, noon at the Capital Plaza’s Governor’s Ball Room
  - Carl attended last year
- Upcoming Schedule of Events:
  - January 5<sup>th</sup> Selectboard regular meeting  
6:30 p.m. at town office
  - January 12<sup>th</sup> Potential special Selectboard meeting for budget/warning development  
6:30 p.m. at town office
  - January 19<sup>th</sup> Selectboard regular meeting  
6:30 p.m. at town office
  - January 26<sup>th</sup> Probable special Selectboard meeting for budget/warning adoption  
6:30 p.m. at town office

### **Zoning Administrator Report**

- One new permit application since December 1<sup>st</sup>
- No DRB meeting currently scheduled
- Duane Wells decision issued; likely will be appealed to Environmental Court