

Selectboard Memo
December 18, 2017 SB Meeting

Budget Discussion: GMT/Route 2 Commuter Bus

Chris Loyer &/or David Armstrong, GMT

- Organization is requesting a level-funded appropriation for FY2019 (\$8,333)
- Ride numbers are down: 280 for FY2017, about 3.5% of route boardings, compared to 375 (4.5%) in FY2016
- Bottom line purpose of discussion is to determine if board will allow the requested article to be placed on the 2018 Town Meeting Warning

Budget Discussion: Kellogg-Hubbard Library

Tom McKone, KHL Executive Director

Lindy Biggs, Town Representative

- KHL is requesting \$42,022 for FY2019, up \$3,408 (8.8%) from FY2018
- Again, bottom line purpose of discussion is to determine if board will allow the requested article to be placed on the 2018 Town Meeting Warning

Budget Discussion: Montpelier Senior Activity Center

Dan Groberg, Director of Communications & Development

Montpelier Community Services Department

- Organization is looking for an FY2019 appropriation of \$8,000, up \$1,000 from the voter-approved \$7,000 for FY2018
- Once again, bottom line purpose of discussion is to determine if board will allow the requested article to be placed on the 2018 Town Meeting Warning

Presentation of Funding Request Study Committee Report

- Only four changes from FY2018 appropriations: \$3,500 for Twin Valley Seniors, up from \$3,000; \$250 for VT Center for Independent Living, up from \$245; and two new organizations, \$250 for Central VT Habitat for Humanity and \$100 for the Vermont Family Network; total \$22,691, up 3.9% from last year's \$21, 836
- If comfortable, board should accept report and set a funding request article for 2018 Town Meeting at the stated appropriation level

Presentation of FY2017 Financial Audit

- Final FY2017 external audit has been received & posted to website as statutorily required; only "material weakness" relates to our failure to properly account in NEMRC for expected grant reimbursements for grant expenditures in FY2017 (as most of our grants are multi-year, grant accounting is done both on a fiscal year basis in NEMRC and on a full grant term basis outside of the NEMRC modules); this particular concern is essentially an end-of-fiscal-year accounting of grant activity during that year; Treasurer Welch has worked with S&P to develop a methodology to account for the anticipated revenues going forward

Presentation of Proposal for FY2018 Financial Audit

- Sullivan Powers has submitted a proposal to do the town's FY2018 external audit for \$14,300, an increase of \$700 over the FY2017 audit base cost of \$13,600 (5.1%); we have used Sullivan Powers for the past four years; agreement (2 sets) requires board signatures

Presentation of FY2019 Capital Improvement Committee Plan

- Capital Improvement Committee is presenting an updated, for FY2019, plan for anticipated capital expenditures over the foreseeable future; committee is recommending an increased Capital Reserve Fund budget line (\$431,484) for FY2019, up from \$414,817 (4.0%); the increases allow for the

purchase of a roadside mower and an additional \$10,000 annually in the Opportunity Fund to better reflect town match needs for grants

- If comfortable, board should adopt plan

Consideration of Municipal Planning Grant Agreement

- As previously disclosed, the town received the requested 2018 MPG in the amount of \$26,000 (\$20,000 state funds; town match of \$6,000) to develop updated zoning regulations
- If comfortable with grant agreement, SB should authorize TA Johnson to sign agreement

Consideration of Reimbursement Request to VTrans for Muddy Brook Road Slump Repair & Paving Grant

- Board should review the TA-65 & TA-66 forms for the grant; if comfortable with the reimbursement request, board members should approve the submission and sign the TA-65 form
- These are slightly altered documents from those the board approved at the December 4th meeting due to the fact L & D provided a separated-out invoice for the Muddy Brook Road fog lines; previously the figure had been estimated as a percentage of the full-town fog line repainting invoice

Preliminary Discussion on FY2019 Budget Development

- It appears that the Cemetery Commission request will rise significantly due to a lack of revenue and the exhaustion of reserves; FY2018 request was \$7,000, with FY2019 estimated to be in the \$12,000 range
- Highway figures will be discussed at the January 8, 2018 meeting

Preliminary Discussion on 2018 Town Meeting Warning Development

- Current version reflects the board-authorized article for the proposed “Central Vermont Internet”, a community-owned internet service provider

Town Administrator Report

- Washington County Proposed FY2019 Budget
 - The final hearing is January 19, 2018, 3:00 p.m. at the Washington County Clerk’s Office
 - Proposed FY2019 budget is \$634,111, of which \$556,661 is directly from towns; last year’s numbers were \$625,655 overall and \$544,655; town tax expectations are up 2.2%, with East Montpelier’s share growing from \$24,936 to an estimated \$25,486; we’ll be given the final budget number for FY2019 in late January
- CVSWMD Application for USDA Solid Waste Management Grant
 - CVSWMD is requested TA Johnson submit a letter of support for the grant application (not a formal SB letter); any board concerns?
- Questions Regarding Town Provision of Social Services to Elderly and Disabled
 - The town has received a letter requesting enumeration of services provided by the town for the elderly; this is similar to the issues brought to the board by EMFD Chief Ty Rolland at the December 7th joint board meeting
- Meeting Schedule:
 - January 8th 6:30 pm “Special” Regular Selectboard meeting
 - January 22nd 6:30 pm “Special” Regular Selectboard meeting
 - January 26th 10:00 am 3-property tax sale at town office
 - January 29th 6:30 pm Special Selectboard meeting, if necessary
 - February 4th 6:30 pm Regular Selectboard meeting

Zoning Administrator Report

- 2 permit applications since December 4, 2017
- No DRB meeting currently scheduled