

**TOWN OF WINHALL
SELECTBOARD**

Special Budget Meeting for Saturday, November 21, 2015

PRESENT: Bob Oakes, Bill Schwartz, Stuart Coleman, Lissa Stark, Town Administrator, Lucia Wing, Secretary

ALSO: Marcel Gisquet (WPC), Scott Bushee (Facilities), Laura Gianotti (Recreation), Tammy Blanchard (Library), Trevor Dryden (Roads), Jackie Dill (Beautification)

CALL TO ORDER: Oakes called the special budget meeting to order at 8:30 AM at the Town Hall.

PUBLIC COMMENTS: (None)

PLANNING & ZONING: PROPOSED BUDGET 16/17:

Marcel Gisquet presented the budget for Planning & Zoning; **Expenses** to include *planning expenses* @\$4,250 which included member compensation, advertising, attorney fees, and education; *WRC Assessment* @ \$1,400 the same; *ZBA expenses* @ \$2,750 which included member compensation, advertising, and attorney fees; *Zoning Administrator expenses* @ \$9,500 which included office hours and permit administration slightly increased. **Revenues** included: *zoning permits* @ \$4,850 plus+; *planning & ZBA permits* @ \$1,800+- less \$450. Discussion included member compensation which would increase as a result of all seven members attending PC meetings; advertising offset by permit revenues; education expenses slightly increased; and coding every bill. Overall the Planning & Zoning budget was the same as the previous year. Gisquet commented the budget reflected planning & zoning as spending more money than they actually did; discussion followed. The Selectboard approved the budget.

FACILITIES DEPARTMENT: PROPOSED BUDGET 16/17:

Scott Bushee presented the buildings and maintenance proposed budget for 16/17 to include the old Town Hall, Municipal Building, cemetery, library, recreation area, Community Center/school, and Town Facilities.

Old Town Hall: Bushee reported the building was now wired for WIFI. Most expenses would increase slightly as the former Town Hall was being used for the new Winhall Community Center which had really taken off. Discussion included phase I improvements to the building at approx. \$100,000 if the Community Center were to continue at the current pace. The Selectboard agreed to budget \$100,000 for that purpose. Other discussion included creating a capital reserve fund for bigger projects. Laura Giannotti would clean up the building herself; she asked for a vacuum; the Selectboard agreed.

Municipal Building (Fire Station): *utilities* @ \$7,800 approx.; *LP gas* @ \$200 approx.; *repairs & maintenance* @ \$60,000 approx. Total included mowing, winter maintenance, cleaning supplies, generator, fire alarm services, phone, and cable. The Selectboard discussed a new heating system for the future. The roof had been repaired.

Community Center/School: Most building expenses were now picked up by the Mountain School lease. Discussion followed to hold off with any increased spending until the Selectboard had a clearer understanding of what would happen to the building/school in the future. The Selectboard increased the Municipal Reserve Fund by \$20,000 to cover expenses; they removed the equipment line item.

Town Offices: Bushee reported expenses for the building were approx. the same as last year; it included police and rescue side; electricity; LP gas; telephone; office equipment & maintenance; building repairs & maintenance reduced from \$35,000 to \$25,000 as repairs to the roof were complete.

Cemetery Maintenance: budgeted @ \$1,000 decreased to regenerate the cemeteries; included mowing & maintenance; discussion. There were funds for cemeteries; the Selectboard agreed to use money from those funds (\$10,000) to maintain the above.

Library Maintenance: Bushee estimated \$7,000 total (decreased); some roof repair remained; siding and painting the building was finished. Other items included heat, flags, and other repairs. Discussion followed about adding entry space for Winhall Museum items.

911: Bushee budgeted \$1,000.

TRANSFER STATION: PROPOSED BUDGET 16/17:

Scott Bushee proposed the budget for the Transfer Station 16/17 which remained mostly the same as last year: Discussion included the new trash bags and potentially leaving the Solid Waste District; it most likely would save the Town money; dues to the District were \$10,000 per year. Discussion followed about recycling

RECREATION: PROPOSED BUDGET 16/17:

Laura Gianotti proposed \$5,000. The Selectboard approved. The SB discussed money with Gianotti; she explained the donation policy at the Community Center; a calendar of events was posted weekly at the Post Office. The SB updated Gianotti relative to funding (\$100,000 budgeted-phase I) to fix the building.

APPROPRIATIONS & BALLOT ITEMS 16/17:

Included the Fire Department. The Fire Department was asking for an appropriation of \$60,000 covering stipends, operating expenses, and gear; discussion followed about a \$5,000 increase for training; the Selectboard agreed. The Selectboard discussed the status of Neighborhood Connections' request for an appropriation. Discussion followed about submitting a payorder for all entities requesting appropriations. After review, the Selectboard approved the list for requests for appropriations as submitted. All new entities seeking an appropriation must petition the Town. The Selectboard discussed any new ballot items.

WINHALL LISTERS: PROPOSED BUDGET 16/17:

Tim Apps had proposed the Lister budget for 16/17 as slightly less than the previous year. It included the following: tax appraisal maintenance & wages; **Revenues:** reappraisal reimbursement; **Expenses Included:** Lister travel & expenses; office expense; tax abatements; tax reappraisal reserve fund - yearly maintenance of the records; tax reappraisal reserve fund; tax map update- same; MLS expense; NEMRC/CAMA software. Discussion followed about hiring Green Mountain Appraisals to conduct an immediate appraisal re: Birch Hill Co-operative which was appealing the decision of the Board of Civil Authority relative to Birch Hill's assessment. The Selectboard gave their authorization for the Winhall Listers to hire Brian De Cesare.

WINHALL LIBRARY: APPROPRIATION 16/17:

Tammy Blanchard submitted the annual report; the Library was requesting an appropriation amount of \$14,000 same as last year; the Selectboard agreed. Blanchard reported the Library continued to host the annual Friend Raiser and this this year honored Doris Bass. Blanchard submitted an income and expense sheet for the Selectboard's review along with a list of the Board of Trustees for 2015. Discussion followed about expanding the entry to the Library to include Winhall Museum items.

BEAUTIFICATION COMMITTEE: PROPOSED BUDGET 16/17:

First *Jackie Dill* & the Selectboard discussed a proposal for \$11,000 from Homestead to take care of landscaping in front of the Winhall Cemetery which was overgrown and under maintained. Dill requested a budget of \$9,000 the same as last year; the Selectboard agreed. Discussion followed about the funds in the Beautification Reserve Fund. Dill recommended that the Bondville Post Office building get power washed. Beautification projects included spring and fall planting and maintenance of flowers at the Town Hall; spring planting and maintenance of flowers at the Town of Winhall entry signs; spring planting and maintenance of the bridge baskets and cemetery wall baskets; spring planting and maintenance of barrels at the Post Office, Fire House, former Town Hall and entrance to the Fairgrounds; Holiday decorations for the Post Office, Fire House, Town Hall, Transfer Station, and Bridge; mowing the cemetery bank; lighting of the new small tree at the Town Hall; plantings and maintenance at the Historical Marker; spring and fall plantings at the Community Center and school sign; spring plantings at the Community Center Gazebo; annuals at the new Town Hall property as needed. Dill thanked the Selectboard for their generosity.

GENERAL PROPOSED BUDGET ITEMS: REVENUES 16/17:

Discussion included how much money was in surplus; what was in the reserve funds; what was taken out of the reserve funds; and the activity in those funds. The Selectboard also discussed revenues which included the following items: interest on taxes; PILT; dog licenses, 1st class licenses, 2nd class licenses; discounts earned; interest income; municipal forest fund; national forest federal; sale of vehicles ; Permits/MSA; timber sales; 1% option tax; transfer station fees; and Mountain School lease. The Selectboard would discuss police expenses & revenues with Chief Whitesell including revenues from patrolling the Town of Landgrove starting December 2015. The Selectboard also discussed Town Clerk and Tax Collector fees. Expenses among others included VLCT dues which went up.

TOWN HIGHWAY: PROPOSED BUDGET 16/17:

Trevor Dryden and the Selectboard discussed the proposed highway budget for 16/17: They discussed why wages had increased to \$165,000. **Expenses** included salaries & wages- agreed to \$160,000- decreased. Bituminous concrete projected @\$325,000 increased from \$225,000; discussion followed about what roads needed to be paved and sealing cracks as an option- pros and cons-\$97,000 was in a reserve fund- a suggestion was to leave it in the account and build it up. They discussed paving a portion of South Road; the SB concurred. Calcium chloride @\$12,000; cold patch @\$0; culverts @\$10,000; gravel \$70,000; guard rails @\$5,000; water @ \$200; outside equipment/ services discussion followed about purchasing a roadside mower & leaf blower pros and cons- take \$61,500 out of equipment purchases- that way \$20,000 outside equipment drops to \$12,000-; road improvements increased from \$50,000 to \$100,00- discussion followed about Dryden setting a priority list; spreading road improvements out over several years; and applying for grants for some projects. Road signs were @ \$15,000 to install mandatory new Town road signs. Salt @ \$70,000; sand @ \$24,000 increased; road striping @ \$5,500 decreased; gas, diesel, and oil were less due to decreased prices; equipment purchases @ \$61,500 per the Selectboard. **Truck Repairs**- 09' \$10,000; 05' and 07' lost in fire new; two new plows replaced burned trucks. **Heavy Equipment Repairs**- grader, backhoe '00, bucket loader, sanders, and other maintenance increased overall; supplies & other expenses @\$10,000 decreased. Other expenses included phone & internet. The Selectboard talked about installing cameras at the Town Garage \$3,000-\$4,000. The 4-bay needed a new roof; discussion followed. Replace sidewalks in Bondville @\$70,000- included maintenance; heating oil; electricity; repairs & maintenance; uniforms; generator expenses; LP Gas approximately the same. The Town garage had been rebuilt by September 2015 after the fire in January of 2014.

The Selectboard would need to review the police budget before setting a Town tax rate.

At 1:30 PM, the Selectboard voted to adjourn the budget meeting; *motion by Coleman; seconded by Schwartz; unanimous.*

Budget meeting minutes submitted by,

Lucia Wing, Secretary
Winhall Selectboard



Bob Oakes, Chair



Bill Schwartz, Vice-Chair



Stuart Coleman, Member