

**TOWN OF WINHALL  
SELECTBOARD  
Special Budget Meeting for Saturday, November 22, 2014**

**PRESENT:** Bob Oakes, Bill Schwartz, Steve Blanchard, Lissa Stark, Town Administrator, Lucia Wing, Secretary

**ALSO:** Jeff Whitesell (WPD), Scott Bushee (Facilities), Steve Oblatz & Tammy Blanchard (Library), Marcel Gisquet (WPC), Trevor Dryden (Roads), Tim Apps (Lister), Jackie Dill & Bobbi Schwartz (Beautification)

**CALL TO ORDER:** Oakes called the special budget meeting to order at 8:00 AM at the Town Hall.

**PUBLIC COMMENTS:** (None)

**POLICE DEPARTMENT: PROPOSED BUDGET 15/16 EXPENSES:**

First *Chief Whitesell* and the Selectboard discussed changes to the Police Department's salary and wages; after review, all agreed to make the line item per last year and back out several items which had been included in the salary and wages. **Expenses:** *Police & rescue personnel- wages* were @ \$433,150; *administrative support-* @ \$39,500 increased slightly. *Court time expenses* @ \$2,000 same; *gas & oil* @ \$30,000 increased (included new pump); *highway safety & education* (grants offset expenditures) @ \$10,000; *information systems-* increasing to \$26,000; *medical expense* at \$0 decreased. *Mileage reimbursement* the same @ \$10,000; *office equipment replacement* decrease to \$4,000. *WPD rescue training* same as last year @ \$8,000; *postage-* increased to \$1500; *prisoner transport* increased to \$2,000; *radar equipment certification* @ \$1,000 same; *radios and pagers* @ \$5,000 (grant reimbursement); *repair & maintenance- cruisers* the same @ \$9,000. *Rescue supplies & equipment* @ \$7,000 increased. *Snowmobile safety & education* the same @ \$5,000 (grant offset); *supplies & other expenses* increased to \$15,500; *telephone* same @ \$8,500; *uniforms & equipment* increased to \$13,500 (added Tasers). *Vehicle purchase* leave the line item. *Video equipment replacement* increased to \$5,000 (needed to replace a piece of equipment- looking for a grant). *Dispatch services* @ \$7,500; discussion followed. Gisquet suggested logging fuel consumption at the new fuel depot at the Town garage.

**POLICE DEPARTMENT: PROPOSED BUDGET 15/16: REVENUES:**

*Chief Whitesell* presented the proposed 15/16 revenues which included: *Salary reimbursements* the same @ \$2,000; *finest-* \$12,500; *highway and snowmobile safety & education* was funded by grant money @ \$10,000; *Stratton Corp Law Enforcement* @\$148,000- increased slightly; Stratton Town Agreement \$0; *Winhall Brook Campground-* the same as last year @ \$5,000. *Homeland Security* @ \$0; *Other income* - \$8,000 which included alarm registrations, copying fees for accident reports, video tapes, DVD's & Cost Recovery Ordinance. Discussion followed. *Reserve funds* were approximately the same as last year.

**TOTAL POLICE/RESCUE DEPARTMENT 15/16:**

\$640,150 proposed; \$627,700 last year; \$608,000 for prior year.

**ANIMAL CONTROL: PROPOSED BUDGET 15/16:**

*Animal Control Officer-* budgeted \$4,000- same as last year.

**PLANNING & ZONING: PROPOSED BUDGET 15/16:**

*Marcel Gisquet* presented the budget for Planning & Zoning; **Expenses** to include *planning expenses* @\$4,250 which included member compensation, advertising, attorney fees, and education- decreased from last year; *WRC Assessment* @ \$1,400 the same; *ZBA expenses* @ \$2,750 which included member

compensation, advertising, and attorney fees- decreased from last year; Zoning Administrator expenses @ \$9,500 which included office hours and permit administration slightly increased. **Revenues** included: zoning permits @ \$4,850 plus+-.; planning & ZBA permits @ \$2,250+-. Discussion included a potential \$8,000 grant which had been applied for but did not show as income or an expense. Gisquet and the Selectboard discussed ways to improve tracking expenses.

#### **GENERAL PROPOSED BUDGET ITEMS: REVENUES 15/16:**

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 discussed interest on taxes; PILT @ \$10,000 & \$35,000 for Fish & Wildlife increased; dog licenses, 1<sup>st</sup> class licenses, 2<sup>nd</sup> class licenses; discounts earned; interest income @ \$20,000 increased; miscellaneous (?); municipal forest fund @ \$2,500; national forest federal @ \$35,000 same; sale of vehicles @ \$12,000 (sell the 550 truck); discussion followed; Permits/MSA @ \$70,000 increased (included High Meadow sewage hook-up); timber sales @ 20,000 increased; 1% option @ \$60,000; truck permits transfer station fees; rental income- Mountain School @ \$81,000; discussion; VT State Aid- highway @ \$95,000; grants; discussion about what number to put in the budget; agreed to put in \$25,000. Delete Act 60 line item along with Hurricane Sandy and Irene; treasurer & clerk fees @ \$84,000- decrease (need to fix on the expense side); discussion followed about breaking out the fee schedule.

#### **FACILITIES DEPARTMENT: PROPOSED BUDGET 15/16:**

**Scott Bushee** presented the buildings and maintenance proposed budget for 15/16 to include the old Town Hall, Municipal Building, cemetery, library, recreation area, Community Center/school, and Town Facilities.

**Old Town Hall:** electricity @ \$2,200 increased; LP gas @ \$3,000 increased; repairs & maintenance @ \$3,000 increased; it included cleaning supplies, winter and summer maintenance, and building repairs. Telephone & alarm @ \$1,100 increased.

**Municipal Building (Fire Station):** utilities @ \$7,800 increased; LP gas @ \$200 decreased; repairs & maintenance @ \$50,000 increased for a new roof; discussion followed. Total included mowing, winter maintenance, cleaning supplies, generator, fire alarm services, phone, and cable.

**Community Center:** Most building expenses were now picked up by the Mountain School lease. Building repairs/energy upgrades @ \$5,000- increased because of old equipment breakdowns; discussion to start a reserve fund. Community Center expense @ 2,500 increased for mowing, mulch, playground port-o-john; LP gas \$100 decreased for the generator; Community Center Lease @ \$108,000.

**New Town Facility:** Included police and rescue; electricity @ \$6,800 increased; LP gas @ \$6,000- increased; telephone-@ \$17,000 the same may go down; office equipment & maintenance \$1,000 decreased; building repairs & maintenance @ \$35,000 (budgeted for air conditioning, partial roof repair, mowing, and generator purchase); discussion followed. Other discussion included the debt service on the building.

**Cemetery maintenance:** budgeted @ \$6,000 decreased to regenerate the cemeteries; included mowing & maintenance; discussion.

**Library Maintenance:** Bushee estimated \$10,000 total and included siding. Other items included heat, flags, and other repairs.

**Recreation Area Maintenance:** budgeted @ \$10,000 decreased- included fertilizer & regenerating the fields; skateboard park maintenance needed repairs; the Selectboard discussed dismantling the skateboard park- bring in expert to investigate repairs- the Selectboard would bring it up in the spring; portable toilet rental; summer mowing and grounds maintenance; playground repairs; and yearly playground area bark mulch.

**Street Lights:** budgeted @ \$8,000 for electricity- same as last year. Tree City USA removed as a line item from budget.

**TRANSFER STATION: PROPOSED BUDGET 15/16:**

**Scott Bushee** proposed the budget for the Transfer Station 15/16 which included: *Attendant wages*- \$55,000; *Compactor* @ \$30,000 decreased- trash fees; *electricity* increased to 4,800 increased; *supplies & maintenance/improvements*- increased to \$35,000- included a new compactor, trash bags, replace fencing- new system; *uniforms* @ \$1,200; *Windham Solid Waste District dues* @\$10,000 same; *training*- \$1,000- same; *water* @ \$100; *construction & demolition* @ \$10,000. New system should reduce cost.

**WINHALL LISTER: PROPOSED BUDGET 15/16:**

**Tim Apps** proposed the Lister budget to include the following: *tax appraisal maintenance/wages* total \$17,000 decreased; **Revenues:** *reappraisal reimbursement* @ \$15,000 same; **Expenses:** *Lister travel & expenses* @ \$1,000 (education) decreased; *office expense* @ \$2,700 same; *tax abatements* @\$4,000 same; *tax reappraisal reserve fund* @ \$20,000 included yearly maintenance of the records; *tax reappraisal reserve fund* @ \$20,000 balance was \$144,000; *tax map update*- @\$4,200 same- look into WRC; *MLS expense*- dues \$1,276; *NEMRC/CAMA* software @\$3,000- decreased. Discussion followed about hiring an ongoing appraisal company for the future. There was discussion about each department having their own credit cards for town purchases.

**WINHALL LIBRARY: APPROPRIATION 15/16:**

**Steve Oblatz & Tammy Blanchard**, President and Treasurer, submitted their annual report; the Library was requesting an appropriation amount of \$14,000 same as last year; the Selectboard agreed. Oblatz reported the Library purchased two computers, a new printer; hosted the annual Friend Raiser; and sponsored an informational meeting with Oliver Olsen. They purchased some new books, books on CD, and magazines. Oblatz and Blanchard submitted an income and expense sheet for the Selectboard's review along with a list of the Board of Trustees for 2014. Discussion followed about expanding the Library to include the Winhall Museum. No real demand for electronic books.

**BEAUTIFICATION COMMITTEE: PROPOSED BUDGET 15/16:**

First the Selectboard discussed the Beautification Committee having a checking account out of which to pay expenses. **Jackie Dill & Bobbi Schwartz** requested a budget of \$9,000; the Selectboard agreed. Discussion followed about dedicating the flag pole at the Town Hall. 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, 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.

**TOWN HIGHWAY: PROPOSED BUDGET 15/16:**

**Trevor Dryden** and the Selectboard discussed the proposed highway budget for 15/16: **Revenues** included truck permits @ \$100. **Expenses** included *salaries & wages* \$165,000 decreased; *Bituminous concrete*

projected \$225,000 decreased; discussion followed about paving/apron projects for the upcoming year and paving Stoney Hill Road; calcium chloride same @\$15,000; cold patch @\$200 decreased; culverts @\$14,700 increased- better quality culverts; gravel same at \$70,000; guard rails @\$5,000 same; water @ \$200; outside equipment/ services @ \$10,000 decreased; road improvement @ \$50,000 decreased; road signs @\$15,000 increased to install new signs. Salt @ \$70,000 increased; sand @ \$20,000 decreased; road striping @ \$5,000 decreased; gas the same @ \$2,400; diesel @ \$72,000 increased; oil @\$1,500; equipment purchases @ \$87,000 per the Selectboard; discussed replacing the F550 Truck. **Truck Repairs**- 09' \$8,000 the same; 05' and 07' destroyed in fire; new 2014 trucks \$2,500 & \$5,000 respectively; 550 @ \$1,500. **Heavy Equipment Repairs**- grader, backhoe'00, bucket loader, sanders, and other maintenance approximated slight overall; supplies & other expenses same @\$25,000 decreased.

**Town Garage:** electricity @\$4,500 increased; heating oil @ \$3,500 four-bay only; repairs & maintenance @ \$5,000- four-bay only; uniforms @ \$2,000 same; \$500 for generator expenses the same; LP Gas @ \$4,500 new garage. The Town garage was being rebuilt after the fire in March of 2014.

**Other Expenses:** Equipment debt service @\$0; equipment purchases- @ \$55,000 re: mower and \$75,000 re: new truck replacing the '06. Discussion followed about how much money was in the reserve funds.

#### **FIRE DEPARTMENT PROPOSED BUDGET 15/16:**

The Town Administrator had previously discussed the Fire Department budget with Steve Avison. The Fire Department was asking for an appropriation of \$60,000 covering stipends, operating expenses, and gear; the Selectboard agreed to \$55,000 per last year; discussion to move line item to appropriations; dispatch @ \$41,000 billed directly to the Town; fire truck maintenance @ \$8,000 billed directly to the Town.

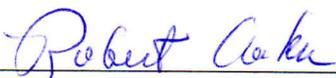
#### **TOWN CLERK PROPOSED BUDGET 15/16:**

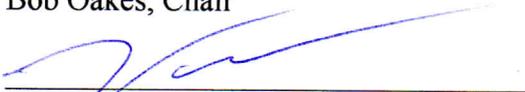
**Beth Grant** proposed the following: **Revenues:** Dog licenses; liquor licenses approximately same; copier fees the same; **Expenses:** Salaries, wages, fees the same; Board of Civil Authority @ \$1500 same; copier maintenance @ \$2,500 same; elections @ \$2,000 same; postage under general expenses; all the printing was done in house; supplies & other expenses the same; travel expenses the same; records maintenance @ \$8,000 the same.

The overall Town budget remained just about the same. The Selectboard discussed providing cost and insurance reimbursement information for the new Town garage at Town Meeting in March to explain to the voters.

At 1:00 PM, the Selectboard voted to adjourn the budget meeting; **motion by Blanchard; seconded by Schwartz; unanimous.**

Budget meeting minutes submitted by,  
Lucia Wing, Secretary  
Winhall Selectboard

  
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Bob Oakes, Chair

  
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Bill Schwartz, Vice-Chair

  
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Steve Blanchard, Member