



**SELECTBOARD
Meeting Minutes
Tuesday, May 17, 2016**

PRESENT: Patty McGrath, Chairwoman
Chris Bianchi
Ken Lee

ALSO PRESENT: Debby Schwartz, Town of Killington (the “Town”) Manager (the “Manager”); Lucrecia Wonsor, Town Clerk; Amy Morrison, Events & Marketing Coordinator; Chet Hagenbarth, Highway and Facilities Director; Jane Ramos, Sherburne Memorial Library Director

PUBLIC PRESENT: Jim Rich, Jan Rich, David Rosenblum, Lola Duffort (Rutland Herald)

AGENDA:

1. Call to Order
2. Approval of the Agenda
3. Approval of Meeting Minutes of May 3
4. Selectboard Member Concerns
5. Citizen Input
6. Manager’s Report
7. April Financial Reports
8. Other Business
9. Board of Liquor Control
10. Executive Session (if needed)
11. Adjourn

1. CALLED TO ORDER

The Chairwoman called the meeting to order at 7:30 p.m.

2. AGENDA

On a motion made by Mr. Lee and seconded, the Agenda was unanimously APPROVED.

3. APPROVAL OF THE BOARD MEETING MINUTES OF MAY 3

A motion made by Mr. Lee to approve the Minutes from May 3 was unanimously APPROVED.

4. SELECTBOARD MEMBER CONCERNS

Mr. Lee reminded the public that there have been several break-ins and thefts in the area in recent weeks and to be aware and that he's had bears on his property recently.

The Chairwoman noted that longtime and valued Killington resident Red Glaze passed away last week.

5. CITIZEN INPUT

Mr. Rosenblum noted that the Town has been working to become more pedestrian-friendly in recent years, and was concerned that no trespassing signs have been posted at Glazebrook. He noted that it's the property owners' legal right, but that it goes against what many came to Vermont for and is contrary to the direction the Town is going.

Mr. Bianchi suggested the Planning Commission write a letter to the association and start the conversation about why it was posted and if there were any issues that the Town could help with. He noted that the Selectboard could follow up if the Planning Commission doesn't get a response.

Mr. Rosenblum also noted that bears are getting into the garbage at Glazebrook and dragging it through nearby lawns. The Chairwoman encouraged everyone to secure his or her garbage.

6. MANAGER'S REPORT

Mrs. Wonsor provided an overview of the April financial reports. She noted the current total of cash on-hand, how much is expected to be deposited, and the total in outstanding taxes. She also noted the total due to the State of Vermont and the school payments for Killington Elementary and Woodstock Union High School due at the beginning of June. She noted that with operating expenses and considering restricted funds, she anticipates there will be a cash deficit and suggested a loan to fund Town operations through August. She also noted it could not be a tax anticipation note as it is within the current fiscal year.

The Chairwoman asked the cost of operating expenses for June through August and noted that one-time payments such as loans should also be considered into the total to be borrowed.

The Board requested that the Manager create a cash flow projection for the

next meeting.

Mr. Bianchi suggested the Town Clerk contact Bill Hall at VLCT to determine if they can assist with this situation.

The Manager proposed a meeting with the Town Clerk to determine follow-up needed with People's Bank and VLCT. The Manager also noted she has a meeting scheduled with the Vermont Municipal Bond Bank later this month to review the Town's outstanding debt.

The Chairwoman reviewed the Auditor's financial questionnaire completed by the Town Clerk and to be approved by the Selectboard. Upon the Chairwoman's inquiry, the Town Clerk responded that she feels the Town is in good shape as far as the checks and balances suggested on the questionnaire. The Board signed the financial questionnaire.

The Manager also presented an updated credit card policy for the Selectboard to review and approve.

A motion made by Mr. Lee to approve to the updated credit card policy was unanimously APPROVED.

The Manager reviewed:

- Town employees and other community members who have been recognized with Vermont Public Service Awards given by the Secretary of State for their 20+ years of service
- Call from resident thanking the Police Department for their response to a recent theft
- Employee wellness program and the Green Thumbs at Work grant to fund an employee garden
- The \$235,375 payment questioned at the May 3 meeting, noting it was a payment toward the outstanding golf debt
- Downhill Throwdown Road Use Permission

A motion made by Mr. Bianchi to authorize the Manager to sign the Downhill Throwdown Road Use Permission was unanimously APPROVED.

- Mountain Bike Trail Agreement with U.S. Forest Service. Ms. Morrison noted that the shovel-in-the-ground date is set for Aug. 1. The Manager requested authorization to sign the agreement after incorporating Town counsel's edits.

A motion made by Mr. Bianchi to authorize the Manager to sign the Mountain Bike Trail Agreement was unanimously APPROVED.

- Kim Peters has completed a lifeguard certification course, including CPR, first aid, and AED training, and will start teaching the first course on Thursday, May 19
- Town Pool will open June 4

- Killington Elementary School picnic and field day being held June 6 at the recreation fields

Mr. Hagenbarth addressed a comment at the May 3 about the paint on the sidewalk coming up, noting the problems were temperature-related. Mr. Bianchi added that the project was not done in house; that it was contracted out.

Recalling an inquiry from the May 3 meeting regarding slowing traffic on Killington Road, the Chairwoman asked about a freestanding structure in the crosswalk. The Director noted that the previous one was hit six times. He suggested a long-term solution of a rapid flashing beacon and is looking into the cost and grant options.

Mr. Bianchi noted the other citizen concern from the May 3 meeting about the intersection of Killington Road and Route 4 and asked about a median. The Director noted a median is a possibility, but it creates a significant plowing problem. The Director noted that a full reconstruction of Killington Road is scheduled within the next 10 years and he would like to create a more reasonable slope down to the intersection of Route 4.

Mrs. Rich asked about correcting the color of the new covered bridge across from the Fire Station. The Director responded that the pressure-treated wood would be restained next spring at which time it would hold its color better.

The Director also provided an update of the Library roof project and energy audit, noting that an envelope and ice dam analysis had been done, as well as testing of the drywall and windows and doors. The Director recommended Jeff Findeisen to be the design/build construction manager and is looking to put subcontracting out to bid by June 21. Mr. Findeisen is confident the project will be completed by Nov. 1

The Manager also reviewed her goals related to the Town's Strategic Operating Plan, including the Town's fiscal strength, providing dependable and efficient municipal services, increasing tourism and year-round employment opportunities, and maintaining sound educational and cultural institutions. She will come back to the Board with specific recommendations at a future meeting.

Mr. Bianchi noted that VLCT recommends a fund-balance policy and that the Town hasn't executed one yet, but it would be a good vehicle to build cash reserves and to start the year with an undesignated funds balance. The Chairwoman noted the importance of noting actual cash or funds and that an undesignated fund is not a cash fund.

The Manager also reviewed:

- A forthcoming IT proposal to address computer issues and keeping up with electronic communications
- An imminent meeting with Vermont Emergency Management to discuss the FEMA status update for Ravine Road and Stage Road.
- FEMA reimbursement status update for Ravine Road and Stage Road. The Manager will check on the status of the reimbursement for Stage Road and report back to the Selectboard.
- Updated Selectboard Rules of Procedure

A motion made by Mr. Lee to accept the updated Selectboard Rules of Procedure was unanimously APPROVED.

7. APRIL FINANCIAL REPORTS

The Manager noted that the goal is to stop running manual financial reports and to be 100 percent in NEMRC by July 1. She also noted that the formula for the line item questioned at the May 3 meeting had been corrected and was tracking at 88 percent, rather than 150 percent.

Mr. Lee asked why the workman’s comp line item was high. The Chairwoman commented that there was an increase for all businesses, not just the Town.

A motion made by Mr. Bianchi to accept the April Financial Reports was unanimously APPROVED.

8. OTHER BUSINESS

Mr. Bianchi suggested “Other Business” be removed from the Agenda going forward; that the Town should be letting people know what is going to be discussed at meetings and that he doesn’t want residents thinking things are being discussed that weren’t warned. He noted that action items should be a separate Agenda item and that the Chairwoman and Manager should work together to develop it.

9. BOARD OF LIQUOR CONTROL

None.

10. EXECUTIVE SESSION

None.

11. ADJOURN

On a motion made by Mr. Lee, the meeting was adjourned at 8:50 p.m.