



SELECTBOARD

Meeting Minutes

Tuesday, November 1, 2016

PRESENT : Patty McGrath
Chris Bianchi
Ken Lee

ALSO PRESENT: Debby Schwartz, Town of Killington (the "Town") Manager (the "Manager"); Kim Peters, Director of Parks and Recreation/Interim Marketing & Events Coordinator; Chet Hagenbarth, Director of Facilities (the "Director"); and Dave Soucy, General Manager, Green Mountain National Golf Course.

PUBLIC PRESENT: Curt Peterson (The Vermont Standard); Andy Salamon

AGENDA:

1. Call to Order
2. Approval of the Agenda
3. Approval of Meeting Minutes of October 18, 2016
4. Select Member Concerns
5. Citizen Input
6. Contracts
 - Library Roof Project Update
7. World Cup
 - Local Organizing Committee Meeting
 - Program Advertisement
8. Financial Updates
 - FY2018 Budget Reviews
 - GMNGC Reports
9. Manager's Report
 - Marketing and Events Update
 - Rt. 4 Sewer Controls Installation Update
 - Town Office Server Replacement
10. Board of Liquor Control
11. Executive Session, if necessary
12. Adjourn

1. CALL TO ORDER

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

2. APPROVAL OF THE AGENDA

On a motion made by Mr. Lee, the agenda was unanimously APPROVED.

3. APPROVAL OF MEETING MINUTES OF OCTOBER 18, 2016

Mr. Lee made a motion to approve the meeting minutes of October 18, 2016.

Mr. Bianchi requested that under item #10, page 6, paragraph 6, the last sentence should read "He believes the smaller commercial guys should have the right to use the sand pile as it would be reducing a service that the Town provides to its citizens."

The motion to approve these minutes with that change was unanimously APPROVED.

4. SELECTBOARD MEMBER CONCERNS

None

5. CITIZEN INPUT

Mr. Salamon announced that the Killington Active Seniors' Holiday Party and Luncheon is scheduled for Monday, December 5th, at noon, and will be held at the Library. The Selectboard members and Town employees are all invited. Turkey will be provided, and attendees are asked to bring other dishes to share.

Mr. Salamon shared a notice from Dick Horner, Town Planner, requesting the citizens' input during a public meeting to improve Killington Road with cross-walks, bus pull-offs, shelters and connecting sidewalk segments. This meeting will be held 7:30pm Wednesday, November 9, 2016 in the Town Office. He added that the Planning Commission wants to encourage as much citizen participation and input as possible.

6. CONTRACTS

Library Roof Project Update: The Manager reported that the contract has been reviewed by counsel who discovered some things that it would be in the Town's best interest to correct. She stated that we are within days of getting those items resolved and should be able to execute the contract by the end of the week. She then added that the Director has further background on the project if anyone needs more specifics.

Mr. Salamon voiced a concern that due to the time of the year and weather conditions that can cause problems with a roofing project such as high winds or extreme cold, that there need to be sufficient clauses in the contract covering these possibilities.

The Manager responded with assurances that the Town has been doing due diligence to cover these contingencies, and has been assured that the project can be completed according to the specifications outlined.

7. WORLD CUP

Local Organizing Committee Meeting: The Manager reported that the Local Organizing Committee met throughout much of the morning discussing plans, timing and contingencies. She stated that the resort has expended 5000 snowgun hours and millions of gallons of water to establish a 10' base on the mountain. Mrs. Peters added that citizens from 20 countries will be in attendance, noting that some are already here based on their role in this "Olympic" class event. The number of spectators is expected to be from 12,000-15,000, whereas when the discussions began, the numbers were 3,000 to 5,000. The higher number would be considered "normal" except that they will be concentrated in one area as opposed to scattered out. Mrs. Peters added that the question was asked if the rest of the mountain will be available for the general public. The answer was yes, after passing through security, and by going an alternate route to areas open to the public. Shuttle services will be available from satellite parking areas. There will be 96 competitors, approximately 100 officials and approximately 200 media present. More information will be provided at the meeting on November 15th.

Program Advertisement: The Manager provided an updated draft advertisement for the World Cup program, requesting edits or suggestions be submitted to Mrs. Peters by email by COB Wednesday. It was suggested that pictures of fall and golfing be added or substituted in and that the text be amended to read, "...offers a distinctive quality of life, year-round to residents and visitors." The Chairwoman reiterated that the impetus behind this ad is using this event as opportunity to promote Killington, to encourage people to consider us and to come to the area at other times besides the World Cup.

8. FINANCIAL UPDATE

FY2018 Budget Reviews: The Manager reported that department heads are drafting and submitting their budgets to fit the NEMRC format. This week she will be sitting down to review Planning, Recreation, Library, and Road budgets. She added that other internal reviews are being scheduled prior to the presentations to the Selectboard so that everyone is aligned and ultimately, there will be a comprehensive document in hard copy and also placed in Dropbox.

GMNGC Reports: The Manager reported that the document presented represents a lot of work by Dave Soucy and Mona Hickory to transcribe this into the NEMRC format, and get it fully reconciled so that going forward, we will have these reports in this format. Since the Golf Course remains on a calendar year, the NEMRC format accommodates a calendar year reporting system. She added that the only information not included here is the percentage of the budget spent, noting that those numbers are available should the Selectboard have an interest in them. She then said that Dave Soucy is here to discuss the contents of the report as needed.

The Chairwoman asked if the numbers given are through September or through the end of the year. Dave Soucy responded that the numbers are through the month of September, adding that GMNGC has about \$6000 less in revenue compared to September of last year, but that October was very good. Mr. Lee asked why was the sales tax collected so much higher than last year, and Mr. Soucy replied that a lot of that is the billing cycle, e.g. when we paid the taxes. Mr Soucy was asked if there are any concerns for next year and did you have to do a lot of

irrigation this year? He replied that no, we're in good shape and yes, but we did get rain when we needed it most. A motion by Mr. Lee to accept the September budget report from GMNGC was unanimously APPROVED.

9. MANAGER'S REPORT

Marketing & Events Update: The Manager reported that at the last Selectboard meeting, we discussed potential changes due to Amy's departure and discussed the options for next steps, to include the potential for restructuring both the KPAA and Town positions during an interim period. She added that the KPAA Executive Committee had reached out to KPAA Board members to see if there was anyone interested in serving in this capacity. Kim Peters' name was put forward as a good candidate and you have before you, the press release showing that appointment. Before turning to Mrs. Peters, the Manager added that as of today, Mrs. Peters is officially on the job, and has already completed a month's worth of work. Mrs. Peters thanked the Selectboard and Manager for their support and trust with this transition. She stated that she is currently using Amy's transition document to get acquainted with the position, adding that the Town portion of it is coming together. Mrs. Peters noted that an immediate need is the Town Report and related production timelines. She added that she is making decisions on how to schedule KPAA-specific coverage in the Welcome Center, noting that Noellen is by herself and needs some help to step away from the desk and make personal connections with members. Mrs. Peters reported that besides day- to- day operations, she'll be looking at the overall picture and how to restructure for greater efficiency. The Manager added that Mrs. Peters is already interviewing for the split assistant position at both locations. The Chairwoman congratulated and thanked Mrs. Peters, and asked that she let the Board know how they can help her.

Rt. 4 Sewer Controls Installation Update: The Manager reported that the new controls and communications are in place and fully operational ahead of her "before the snow flies" deadline. She added that this is what the Selectboard approved, for under \$20,000.

Town Office Server Replacement: The Manager reported that the Town Office server went down again this past Friday, and that the Director is here to report on what's been done about this. The Director reported that Henry is our computer support guy; that our backup battery went down, so we've gotten a replacement. He added that the server is at the end of its expected life, and that we don't know if the current server, purchased seven years ago, was purchased new or used. The Director stated that to meet current needs, a replacement is about a \$5000.00 investment. He stated that Henry recommended going to the "cloud" for the email portion of the service. If we do that, we need only "half" the equipment which equates to almost exactly half of the cost, or \$2,500. The Director reported that Cloud email service comes with a cost of \$4.00/address/month which would be an ongoing expense of \$100/month or \$1200/year based on 25 email addresses. If we run out to the typical life time of a server of six years, that equates to \$7,200. The hardware is another \$2,500. Additionally, the software for the email will need to be upgraded in three to four years, which will be another \$1,500. From a financial perspective, it appears to be less expensive to keep the entire service in-house; that is \$4,000 for the six years versus \$7,200., but since Henry had recommended moving into the Cloud and Mr. Bianchi had previously concurred, the Director is trying to ascertain if there is another benefit for going to the Cloud. The Manager requested the Selectboard's input, adding that the timing is ideal because the Director is already working on a plan for replacing computers within our current town-wide total budget of \$12,000 for the year, and this purchase can be

incorporated into that plan. She added that we do need to act quickly because there is a question as to how many more times the server can be revived. The Chairwoman commented that if only half the system is in the Cloud, the benefits of doing so are somewhat limited. Mr. Lee asked if the golf course is in the Cloud, and the Manager replied that the golf course is on a separate system, but to goal is to all be on the same system and thereby more efficient. Mr. Lee added that GMNGC must have a lot more than 25 email addresses. The Manager responded that the issue is not so much addresses, but individual computers. The Chairwoman added that it's not email addresses going out, but coming in to our system. The Director said that looking at it again monetarily and seeing that if we went this way, it would be a greater cost covering only half the system, what would be the benefit. Mr. Bianchi replied that the piece you're missing is the support. What do you really need the server for? The Manager replied, NEMRC. Mr. Bianchi said for example, KMS has over 100 students, 50 employees and no server; everything is in the Cloud. So if the ONLY thing you need this for is NEMRC, then you need a much smaller machine than the \$2,500 one mentioned, because how many users are actually in NEMRC at the same time? Per Henry, for what we're doing right now, the only thing we can put in the Cloud is email. It would take some organization and planning, but you could put all the files in the Cloud. The Director asked that since we would be paying for email usage, do we then also have to pay for the storage of all the other files? Mr. Bianchi replied that it depends on how much you have; that depending on which server you go with, you should get ample storage. The Director added that we only have a 20mega-bit service in this building. Mr. Bianchi responded that that is much better than we had previously, and it is uncertain whether the Town gets the same package as the residents do. The Manager asked Mr. Bianchi if he could take time for a "sit-down" with us to fine tune the options and get a broader understanding of what we're talking about in the different scenarios, adding that we want to decide with your help and that we need to move pretty quickly. Mr. Bianchi stated that the more you can put in the Cloud, the less dependent you are on the server, adding that there are a lot of benefits to going to the Cloud if you can make the transition. The Chairwoman stated that it sounds like we're not ready to proceed to a full transition, but the life of these servers are approximately six to seven years. The Director stated that there are only three computers that are going to have to be fairly high performance. The Manager added that we need to confirm or deny that NEMRC must be server-based. The Director stated that he believes that NEMRC can be configured to the Cloud because it is an EXCEL-based program. Mr. Bianchi suggested that we set up a time to discuss and decide. The Chairwoman recommended that we either go completely Cloud or completely server. Mr. Bianchi added that if NEMRC is not Cloud-based, then we can't. The Chairwoman added that if we try to work in both worlds, we are opening ourselves up to bigger issues, adding that if Mr. Bianchi will make arrangements to do that, we'll get this thing up and running either way as fast as possible.

10. BOARD OF LIQUOR CONTROL

The Manager presented an Outside Consumption Permit for Killington Restaurant, dba K1Base Lodge, to serve for the World Cup event. She also presented a renewal for the Maya Papaya Market, noting that the second class license fee has been paid and the last enforcement seminar is within the prescribed timeframe.

Mr. Lee moved that the Clerk be authorized to sign the permits, and the motion passed UNANIMOUSLY with Ms. McGrath recusing.

11. EXECUTIVE SESSION, IF NECESSARY

Mr. Lee moved that the Selectboard go into Executive Session to discuss personnel matters.

12. ADJOURN

The meeting was adjourned at 8:55pm, no action taken.