



Selectboard Meeting Minutes Draft

October 24th, 2022

Present : Stephen Finneron, Chairman
 Jim Haff
 Chris Karr

 Chet Hagenbarth, Town Manager

AGENDA:

1. Call to Order
2. Approval of the Agenda
3. Approval of Meeting Minutes
4. Selectboard Member Concerns
5. Citizen Input
6. Board of Liquor Control
7. Zoning Amendments Public Hearing Notice – Sections 120, 407, & 640
8. Declaration of Inclusion
9. Budget FY 2024
 - a. Department Presentation
 - i. Selectboard
 - ii. Recreation
 - iii. Treasurer
 - iv. Bookkeeping
 - v. Auditing
 - vi. Listing
 - vii. Tax Collections
 - viii. Town Clerk
 - ix. BCA
 - x. Planning Commission
 - xi. Town Planner and Zoning Administrator
 - b. Debt Service Analysis and Proposal
10. Managers' Report
11. Citizens Input – Additional
12. Other Business
13. Executive Session (if necessary)
14. Adjourn

1. Call to Order

The Meeting was called to order at 6:33pm.

2. Approval of the Agenda

A motion was made to approve the Agenda as presented. It was unanimously approved. The Selectboard will table the discussions on the Planning Commission and the Zoning Administrator under Art. 9 (Budget FY 2024) as key people were not present.

3. Approval of Meeting Minutes

- A motion was made to approve the Meeting Minutes of April 7th, 2022. It was unanimously approved.
- A motion was made to approve the Meeting Minutes of June 13th, 2022. It was unanimously approved.
- A motion was made to approve the Meeting Minutes of July 11th, 2022. It was unanimously approved.
- A motion was made to approve the Meeting Minutes of Aug. 4th, 2022. It was unanimously approved.
- Concerning the Meeting Minutes for Sept. 12th, 2022, CH Finneron requested a typo be fixed in Art. 12. A motion was made to approve the Meeting Minute of Sept. 12th, 2022, with the amended typo. It was unanimously approved.
- A motion was made to approve the Special Meeting Minutes of Sept. 12th, 2022. It was unanimously approved.
- A motion was made to approve the Meeting Minutes of Sept. 16th, 2022. It was unanimously approved.
- Concerning the Meeting Minutes of Sept. 26th, SB Karr requested it be mentioned that he abstains from voting during the Board of Liquor Control motions. A motion was made to approve the Meeting Minutes of Sept. 26th with this amendment. It was unanimously approved.
- SB Haff made a motion to table the Meeting Minutes of Oct. 17th, 2022. It was unanimously approved.

4. Selectboard Member Concerns

There were none.

5. Citizen Input

Gerrie Russell, Library Treasurer, attended a seminar given by the Executive Director of the Village to Village Network which focuses on providing assistance to seniors who wish to remain at home. In the interest of potentially providing services to local seniors, Russell would like to join this national network to gain access to guidelines on how to better support the senior community. She requested the one-year membership fee of \$200 dollars be paid. SB Haff made a motion to include this request in the budget. It was unanimously approved.

6. Board of Liquor Control

- Lucrecia Wonsor, Town Clerk, presented the Board of Liquor Control. SB Karr abstained from all motions concerning the Board of Liquor Control.
- Wonsor presented North Star Café's renewal request for a 1st and a 3rd class liquor license. SB Haff made a motion for the Town Clerk to move forward with North Star Café's request. It was unanimously approved.
- Wonsor presented Sunrise Homeowner's Association's renewal request for a 1st and 3rd class liquor license for the Sunrise Café. They are additionally requesting a 2nd class liquor license for the first time. SB Haff made a motion for the Town Clerk to move forward with the 1st and 3rd class liquor licenses. It was unanimously approved. The Selectboard asked that the Sunrise Homeowner's Association speak with Wonsor further to better understand their need and plan for a 2nd class liquor license.

7. Zoning Amendments Public Hearing Notice – Sections 120, 407, & 640

- SB Haff made a motion to move forward for a public hearing notice on Nov. 14th, 2022 on Zoning Amendment Sections 120, 407, and 640. It was unanimously approved.
- These amendments are available to view on the Town's website under Planning Commission and at the Town Hall.

8. Declaration of Inclusion

- The Selectboard reviewed the edited Declaration of Inclusion following the Declaration of Inclusion Committee's recommendation.
- SB Haff stated that paragraph one and paragraph three seems to contradict each other. Paragraph one stated the Town condemns racism and discrimination in all forms and commits to fair and equal treatment of all in the community while paragraph three states the Town will continue to be a place where individuals can live freely and express their opinions. CH Finneron suggested paragraph three read that all individuals can live freely but not include that all individuals can express their opinions to avoid support of racism and discrimination.
- The Declaration of Inclusion Committee will review the Selectboard's comments to ensure there is no misunderstanding of the Declaration.

9. Budget FY 2024

a. Department Presentation

i. Selectboard

TM Hagenbarth stated an additional \$500 dollars was allocated towards a Recording Secretary based on last year's actual expenses.

ii. Recreation

- Sarah Newell, Rec. Director, presented the Recreation Department's budget. A line item was added for adult leagues (pickleball, hockey, etc). The Rec. Department was hopeful that revenue generated through adult league fees would help pay for a Program Coordinator.
- Newell and the Selectboard discussed staffing needs and child enrollment concerns for summer programs. They will return to this subject.

iii. Treasurer

Lucrecia Wonsor and TM Hagenbarth presented the Treasurer's budget.

iv. Bookkeeping

TM Hagenbarth stated the Town will add a Staff Accountant who will spend about 50% of their time focused on GMGNC. The Selectboard stated GMNGC would be expected to contribute to their salary.

v. Auditing

SB Haff made a motion to table the Auditing Budget Presentation until Executive Session as it includes contracts. It was unanimously approved.

vi. Listing

TM Hagenbarth reviewed the Listing Budget Presentation which included adjustments for actual contracted services and for the Town's website management.

vii. Tax Collections

Lucrecia Wonsor presented the Tax Collections Budget Presentation. She stated the numbers would remain the same for the upcoming Fiscal Year.

viii. Town Clerk

Lucrecia Wonsor presented the Town Clerk Budget Presentation. She stated the only change is the salary amount and the revenue will stay about the same. An additional \$2,000 dollars was added for recertification.

ix. BCA

Lucrecia Wonsor presented the BCA Budget Presentation. She stated it will remain at \$5,000 and there is no expectation to see much change in the upcoming Fiscal Year.

x. Planning Commission

The Selectboard has tabled the Planning Commission Budget Presentation as key people were not present.

xi. Town Planner and Zoning Administrator

The Selectboard has tabled the Town Planner and Zoning Administrator Budget Presentation as key people were not present.

b. Debt Service Analysis and Proposal

TM Hagenbarth spoke about the Debt Service Analysis and Proposal. This past year, there has been no changes to any items purchased or added on the Bond and Indebtness line. It has gone down from 795 to 772 (*unsure if this is \$795,000 dollars and \$772,000 dollars*). The Town will make the same contribution as they have in the past year.

10. Managers' Report

TM Hagenbarth reported that FEMA will once again map the Otter Creek watershed. The Town will not be impacted by this process. The only portion of the Town that provides runoff is on the Pico side.

11. Citizens Input – Additional

There was none.

12. Other Business

The Selectboard planned their visits to Town facilities in regard to the upcoming budget.

13. Executive Session (if necessary)

The Selectboard entered Executive Session at 7:52pm for contracts. They exited at 7:59pm. No action was taken.

14. Adjourn

The Meeting was called to adjournment at 8:13pm.

DRAFT