

TOWN OF SHELBURNE

SELECTBOARD meeting minutes for January 14, 2020

Present: Chair Jerry Storey, Vice Chair Jaime Heins, Colleen Parker, Mary Kehoe by phone, Mike Ashooh; also Town Manager Lee Krohn, Finance Director Peter Frankenburg, and others per the sign in sheet.

The meeting was called to order at 7:00 P.M.

Approve agenda: Motion by Heins to approve as amended (table minutes of 1/7/2020, table late tax payment penalty request, add Tree Committee grant request); seconded by Ashooh, approved 4-0, Parker not yet present.

Public Comments: N/A

Selectboard Comments: Rick Bessette's memorable and moving presentation with his students at Town Hall last week was noted. Town Manager evaluation will be held next week, including goals and objectives for 2020. Appreciation was expressed for the hard work done on the budget.

Town Manager Report: Krohn mentioned continued focused work on the budget; upcoming Winter Carnival on January 25 from 10:00 A.M. to 1:00 P.M. at Shelburne Field House; and urged caution on the roads, be watchful for deer (there having been a collision on Bostwick Road earlier this evening).

Parker arrived at this time.

CBC appointments: Each applicant was given the opportunity to introduce themselves and their interest in serving. Motion by Heins to appoint Allyson Myers as an alternate member of the DRB, with a term starting tonight and ending on April 1, 2023; seconded by Ashooh and approved unanimously. Motion by Ashooh to appoint Robert Plante as a regular member of the DRB, with a term starting tonight and ending on April 1, 2023; seconded by Heins and approved unanimously. Motion by Parker to appoint Susan Dunning to the Tree Committee, with a term starting tonight and ending on April 1, 2023; seconded by Heins and approved unanimously. Motion by Parker to appoint Elaine Limanek to the Social Services Committee for a one-year term starting tonight and ending on April 1, 2021. Seconded by Heins and approved unanimously.

CDBG: Krohn introduced the topic, being a required public hearing for a proposed Community Development Block Grant application to fund a feasibility analysis for prospective expansion of the Shelburnewood Mobile Home Co-op. These are 'pass through' grants from federal/state sources to the Town and then to the subgrantee (the Co-op). The local match will be provided by an estimated 19 hours of Dean Pierce's time. This matter was reviewed preliminarily at a recent meeting. Motion by Heins to open the public hearing; seconded by Ashooh and approved unanimously. Co-op representatives offered an overview of the project, which works toward Town Plan goals. After further discussion, motion by Ashooh to close the hearing; seconded by Parker and approved unanimously. Motion by Parker to endorse the application; seconded by Ashooh and approved unanimously.

Tree Committee grant application: Krohn introduced and explained the application to the state for tree work at the Parade Ground. Six trees were done before; nine trees would be included this time, the goal being to aerate soil around and apply biochar to help ensure the longevity of these trees which bear the

impact of heavy use and soil compaction at this Town site. The 50% local match will be provided via \$1000 cash (anticipated in next year's proposed budget) plus in-kind time and services by Committee members, Tree Warden, and volunteers. Appreciation was offered for this pro-active approach to trees. Motion by Ashooh to authorize the grant application; seconded by Kehoe and approved unanimously.

Budget: motion by Parker to open the public hearing on the proposed Town budget for fiscal year 2020-2021; seconded by Heins and approved unanimously. As was done last year, the Board allowed Dave Connery to first offer a presentation on the draft budget for the Champlain Valley School District (which includes Shelburne). Connery was recognized and thanked for his nine years of service on the School Board. He then presented an overview of the District's goals, philosophy, successes, as well as staffing, enrollment, and financial information. A 4.4% budget increase is projected, based on three primary drivers: salary, health insurance, special education. With a projected \$69,000,000+ in net spending, the estimated school tax rate (including state-mandated adjustment for the current calculated CLA (common level of appraisal), is \$1.60, an increase of \$77/\$100,000 of assessed property value. The property tax credit (formerly known as the "prebate") may offset increases for some property owners. Questions were asked regarding health insurance, workers' compensation rate increase, and a possible state mandate to provide free breakfast and lunch to all students. It was noted that the school budget represents approximately 80% of the total property tax bill. Connery was thanked for the information and again for his years of service.

Town budget: Krohn offered a brief overview of changes requested by the Selectboard from last week's draft. After a question was raised and answered regarding Rescue Squad revenues and expenses (the challenge of escalating numbers of calls for service covered by Medicare/Medicaid, reimbursement rates from which do not cover actual costs; the corollary need to increase rates for calls covered by private insurance; strategies for increasing the service life of equipment and apparatus; and the fact that Rescue has been self-supporting, not funded by taxpayers), the Selectboard then reviewed the draft budget department by department.

Questions and ideas were raised regarding potential further savings to be found; changes made are noted below. Matters related to the Fire/Rescue property were described – the suitability analysis, which was delayed for reasons out of our control, is underway. That process is not yet concluded, so the originally contemplated bond vote for prospective purchase of land and shared infrastructure is not ready for this Town Meeting. If the suitability analysis is positive, then a bond vote would be scheduled for Election Day in November. As a Presidential election year, voter participation is sure to be high. Although not a change from the prior draft, it was explained that this budget does include \$5000 for transaction costs as may be needed (legal, bond counsel...) if this process does move forward.

P&Z grant funded projects: significantly higher expenses shown would be offset by grants; if not received, then projected funds would not be spent.

Assessing increase is self-funded by the reappraisal fund (state money given to towns on a per-parcel basis to cover these costs).

Energy conservation/efficiency: support for efficiency improvements that save energy and money in the longer term; concern as with all matters for budget challenge this year.

Police: context noted regarding upcoming Union negotiations, creating some uncertainty in budget. Questions re: \$210K radio upgrade explained. Communications challenged; interoperability between departments; officer safety; equipment at end of life. Life expectancy 7-10 years with new equipment. Due to technical changes, can't do this piecemeal. Would need to be a separate article on the warning to borrow this amount, to be financed over time; there is no estimated fiscal impact in this budget. Radio Expense is maintenance contract for new and existing equipment.

Dispatch communications \$25K explained. Need a technical analysis of existing challenged systems (antennas, repeaters, etc) used for all Dispatch communications to determine a critical path forward to improved use and long-term reliability.

Police cruisers: questions were asked about vehicle maintenance costs, resale values, replacement cycle, whether we could defer purchase of one cruiser until next year. Need to show revenue received from resale of used vehicles more clearly in the budget as funds toward replacement costs.

Dispatch: again, context noted regarding upcoming Union negotiations, creating some uncertainty in budget. Questions/concerns were raised again regarding overtime/doubletime and whether hiring additional staff could save money. The current budget proposal reflects prior actual expenditures, although it appears as a significant increase over this year (which may well be underfunded based on data to date). history and need. Hoping that now being fully staffed may help decrease overtime.

Dispatch revenues to be revisited in the year to come. How do we charge; what could change to increase revenue (and predictability for budgeting).

Meet periodically with PD for updates on operations and budget?

Highway: not funding Pond Road in this budget. Further discussion may ensue. Paving plan generally and next year's plan. Seek to repave when initial deterioration rather than waiting until further problems and significant increased cost. 5-7 years main roads, 12-14 in developments. Decrease by \$25K to \$350K for next year? Clarified Beach Road not next year, so not Beach access drive; do both at same time another year. Split back out the \$30K – sidewalks and traffic safety.

Cemeteries – compensation question yet to be addressed.

Library: restoring continuing ed funds as existed before.

Health Insurance noted.

Suggestion to clarify benefits approach to showing in budget (whether separated out by department or 'all in' in one consolidated section).

SB discretionary fund decreased by \$1500 to \$1500, reflecting historical usage.

Fire Chief: suggested that the Officers had agreed to remove Car 1 replacement as originally proposed, taking \$70K out of capital expense but keeping \$20K for emergency egress gear; but sought to keep the equipment reserve fund at \$50K toward future replacement of expensive apparatus. Net change to draft budget: decrease capital expense by \$70K, increase equipment reserve fund by \$25K to get it back to \$50K as proposed originally. Net change saves \$45K. Capital line becomes \$20K; equipment reserve becomes \$50K.

P6 line 32 (bike/ped trails maintenance) -\$2k, decrease from \$15K to \$13K

P6 line 33 (Town energy improvements) -\$2K, decrease from \$10K to \$8K

P7 line 23 (radio expense) -\$4300, decrease from \$14,500 to \$10,200, level funding, presuming that the new radio @\$4300 would not be needed here if/when the bond is approved for a complete radio upgrade

P9 line 10 (paving) – \$25K, decrease from \$375K to \$350K

P9, lines 12 & 13 (sidewalk maintenance/traffic safety improvements) to be changed back as before, as separate line items, with \$15K to each line. No change to total \$ allocation \$30K total).

P12 line 36 (Selectboard discretionary expenses) – \$1500, decrease from \$3000 to \$1500.

roughly 80K decrease

Fund balance question – explained as total assets minus liabilities, not a savings account with cash on hand as commonly thought.

Motion by Heins to continue the hearing to January 21; seconded by Ashooh and approved unanimously.

Certificate of Highway Mileage: annual filing requirement with the state. No changes to Shelburne's highway mileage last year. Motion by Heins to approve; seconded by Ashooh and approved unanimously.

Motion by Heins to adjourn the meeting at 10:25; seconded by Ashooh and approved unanimously.

Respectfully submitted by Lee Krohn

For the Selectboard

Date