

**TOWN OF WINHALL
SELECTBOARD
Budget Meeting for Sunday, November 18, 2018**

PRESENT: Bill Schwartz, Stuart Coleman, Julie Isaacs, Lissa Stark, Town Administrator, Lucia Wing, Secretary

ALSO: Marcel Gisquet (WPC), Scott Bushee (Facilities), Beth Grant (Clerk & Treasurer), Trevor Dryden (Roads), Doug Poulter (Listers)

CALL TO ORDER: Schwartz called the budget meeting 19/20 to order at 9:00 AM at the Town Hall.

PUBLIC COMMENTS: (None)

PLANNING & ZONING: PROPOSED BUDGET 19/20:

Marcel Gisquet presented the budget for Planning & Zoning; **Expenses** to include *planning expenses* @\$7,150 which included member compensation, advertising, and education; *WRC Assessment* @ \$1,800 the same; *ZBA expenses* @ \$1,200 which included member compensation and advertising; *Zoning Administrator salary* @ \$9,000 which included increased office hours and permit administration slightly increased; *zoning administrator fees* @ \$4,200. **Revenues** included: *zoning permits* @ \$10,400; *planning & ZBA permits* which included subdivision fees and ZBA hearing fees @ \$1,500. This number may increase. The WPC agreed they would not contribute attorney fees toward the Planning Commission reserve fund currently in the amount of @\$18,298.24. Overall the Planning & Zoning budget decreased.

TRANSFER STATION & FACILITIES PROPOSED BUDGET 19/20:

Scott Bushee presented the buildings and maintenance proposed budget for 19/20 to include the Old Town Hall, Fire Station, Cemetery, Library, recreation area fields, and Town Facilities. **Revenues** included Transfer Station fees including trash bag sales; transfer station construction debris; and larger items like tires; discussion followed. Bushee reported there was considerable savings with Tam Trucking. Transfer Station expenses included *compactor, electricity, supplies, uniforms, training, water, tire disposal, metal disposal, compost disposal, construction & demolition, hazardous waste day, attendant salaries*. Doors were on electronics building. Total Transfer Station expenses increased slightly overall. Town Garage expenses were the same.

Old Town Hall/Community Arts Center: Bushee reported expenses had increased as a result of the old Town Hall being used for the Winhall Arts Center. Discussion included improvements to the building including the elevator as well as researching better prices for elevator maintenance for both the Old Town Hall and Town Hall. Coleman reported the Old Town Hall had received a Certificate of Occupancy. The SB agreed to increase repairs and maintenance.

Municipal Building (Fire Station): Included *utilities; LP gas; internet; and repairs & maintenance*. Totals included mowing, winter maintenance, cleaning supplies, generator, fire alarm services, phone, and cable. Repairs & maintenance reduced from \$60,000 to \$7,000; it included windows but not repaving the whole parking lot. Discussion followed about adding \$20,000 to the municipal reserve fund.

Community Center/School: \$0 expenses; mortgage @\$80,000 fixed.

Town Offices: Bushee reported expenses for the building were approximately the same as the prior year; it included police and rescue; *electricity; LP gas; telephone/cell/internet; office equipment & maintenance; building repairs & maintenance* was reduced from \$20,000 to \$15,000 as all air conditioning issues had been fixed last year. The overall budget was decreased.

Cemetery Maintenance: Bushee budgeted \$3,500 overall (same).

Library Maintenance: Bushee estimated \$3,000 total (same). Discussion followed about contacting the Facilities Manager for any repairs and not the Selectboard.

Recreation: Bushee budgeted \$2,000 for mowing the fields. The Town Administrator would check whether or not that would be required for the future, or whether the School would be responsible for mowing costs.

Street Lights: Bushee budgeted \$7,000; that line item could be decreased; the Town Administrator would follow up.

911: Bushee budgeted \$12,000 the same.

TOWN CLERK & TREASURER: PROSED BUDGET 19/20:

The Town Clerk reduced *BCA* expenses to \$4,000 from \$6,000; *travel & expenses* to \$500; *Town Records conversion* to \$3,000 from \$10,000. The Town Treasurer expenses were the same.

FIRE DEPARTMENT: PROPOSED BUDGET 19/20:

Coleman reported Fire Department expenses included *dispatch service*- the same; *diesel/gas* may change; *truck maintenance*- the same; \$65,000 would go toward the Fire & Rescue Equipment Reserve Fund. The Fire Department would receive an *appropriation* of \$62,500 the same as the prior year which covered stipends, as well as operating expenses, and gear. The Selectboard discussed fire truck maintenance and fuel costs.

APPROPRIATIONS:

Other "Appropriation" requests included Beautification, Habitat for the Humanities, Meals on Wheels, Carols Otis Clinic, Flood Brook School, Grace Cottage, Londonderry Rescue, Manchester Rescue, Mountain Valley Health, Recreation Committee, Aging, Green-Up, Vermont Nursing, Winhall Library, United Counseling, GNAT, Neighborhood Connections, and the Collaborative.

WINHALL LISTER: PROPOSED BUDGET 19/20:

Doug Poulter proposed the Lister budget for 19/20. Poulter explained the increase of *tax map update* to \$4,800 from \$1,850 included mapping fees, mapping corrections, and online fees: Other Lister expenses included: *tax appraisal maintenance & wages; office equipment & supplies, Town assessor expense, software/NEMRC support;* and Lister *travel & expenses*. The assessor line item had been reduced to \$2,000. There was a *reappraisal reserve fund* of \$235,537. Overall the budget @\$31,350- decreased. Discussion followed.

TOWN HIGHWAY: PROPOSED BUDGET 19/20:

Trevor Dryden and the Selectboard discussed the proposed highway budget for 19/20: **Expenses** included *salaries & wages; bituminous concrete* projected @\$0; discussion followed about decreasing the reserve fund to \$225,000; discussion followed about a round-about; discussion followed about increasing funds in the engineering line item and starting a reserve fund for road improvements, gravel, and chloride. *Calcium chloride* @\$14,000- same; *cold patch* @\$200 same; *culverts* @\$5,000 decreased-; *gravel* reduced to @\$70,000; *guard rails* @\$8,000 same; *training* @\$1,000 same; *outside equipment/ services* \$8,000 reduced; *road improvements* \$200,000 in preparation for Cranberry Hill culvert replacement; *Road signs* @\$4,000- same. *Salt* @ \$70,000 increased; *sidewalk maintenance* @\$6,500; *sand* @ \$45,000 increased-; *road striping* @ \$20,000 increased; discussion followed; *gas, diesel,* and *oil* approx. same; *equipment/roadside mower lease* same. Other discussion included *truck& equipment repairs* and *heavy equipment repairs- trucks & plows, grader, backhoe, bucket loader, sanders, other equipment,* and *supplies & other expenses* overall increased budget amounts. The Selectboard and Dryden discussed planning in the future for replacing equipment. Town Garage- overall expenses slightly increased including repairs and maintenance of the garage and 4-bay. Overall highway expenses were reduced.

The Town Administrator announced the municipal tax at this point in the budget review had decreased.

GENERAL PROPOSED BUDGET ITEMS: 19/20:

The Selectboard discussed revenues which included the following items: *interest on taxes; PILT; dog licenses, 1st class licenses, 2nd class licenses; discounts earned; interest income; municipal forest fund; national forest federal; sale of vehicles; Permits/MSA; timber sales; 1% option tax-decreased 20% from prior years; transfer station fees; and grant monies.* Approximately the same. **General expenses** including *State Education Tax, accounting; advertising; attorney fees; Bennington County tax; postage; printing; supplies; engineering; Town of Jamaica forest; tax abatements; VLCT dues.* Overall budget slightly less than the previous year.

The Selectboard would discuss the police budget at the 12/5/18 meeting.

CORRESPONDENCE:

The Selectboard approved an appropriation increase for the Collaborative; *motion by Schwartz; seconded by Coleman; unanimous.*

SELECTBOARD MEETING CANCELLATION:

The Selectboard agreed to cancel the meeting on 12/21/18; the next meeting was scheduled for 12/5/18.

ACCESS APPROVAL:

After review, the Selectboard approved a final access permit for Harvey & Bernice Feuer, #39 Nearing Road; *motion by Coleman; seconded by Isaacs; unanimous.*

MINUTES:

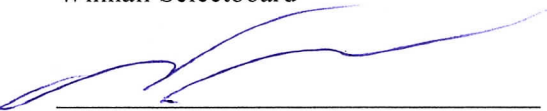
After review, the Selectboard approved the minutes of 11/7/18 as presented; *motion by Isaacs; seconded by Coleman; unanimous.*

WARRANTS:


After review, the Selectboard approved warrant #11/18/18 as presented; *motion by Coleman; seconded by Schwartz; unanimous.*

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


Lucia Wing, Secretary
Winhall Selectboard



William Schwartz, Chair



Stuart E. Coleman, Vice-Chair



Julie Isaacs, Member