

DRAFT Minutes
BROOKLINE SELECTBOARD MEETING
January 18th, 2017 at 6:30 PM

Action Summary:

- Approved the Minutes for January 4th, 2017.
- Voted to Warn an Article for Town Meeting to read: ‘Shall the Voters of Brookline approve the appropriation of up to eleven thousand dollars (\$11,000.00) for recycling costs for fiscal year 2018?’
- Voted to apply sixteen thousand, four hundred twenty-one dollars and eighty-three cents (\$16,421.83) from the Rehab Loan Fund toward the deficit and raise the balance through taxation.
- Voted to Warn an Article for Town Meeting to read: ‘Shall the town vote to approve the General and Highway Fund expenditures, net of non-Tax Budgeted revenues for the Town as follows: Total Municipal Taxes to be raised: two hundred ninety thousand, two hundred twenty-two dollars (\$290,222.00)?’
- Voted to to adopt the approved Hazard Mitigation plan and submit it electronically.
- Approved the expenditure of up to six hundred dollars (\$600.00) for smoke and carbon monoxide detectors and exit lighting per Fire Marshall’s order for the SLDC Emergency Shelter for the Town.
- Signed and approved Pay Orders totaling \$12,478.98.

Present:

Board: Bernardine Hoard (Chair), Dorothy Maggio (Vice-chair), Stan Noga, Bruce Mello, Gwen Tanza

Members of the Public: Archie Clark, Mark Bills, David Jones, Bob Spencer, Somara Zwickd, Guy Tanza (Videographer), Peter Barus (Recorder)

Call the meeting to order

Ms. Maggio called the meeting to order at 6:38 PM.

Ms. Hoard arrived at 6:40. Ms. Maggio acted as Chair for the meeting.

Any changes to the agenda

Approve the Town Report Warning

Approve minutes of the last meeting – January 4, 2017

Ms. Zwick asked about Minutes Recorder pay in the Budget.

A/P Warrant was recorded as a Payroll Warrant; this was corrected.

Mr. Mello moved “to Approve the Minutes for January 4th, 2017, as corrected.” Second by Mr. Noga. **All in Favor.**

Scheduled members of the Public

David Jones and Bob Spencer from WSWMD to discuss recycling changes

Mr. Jones explained that Mr. Spencer could not attend; since last discussions, Mr. Jones had researched the cost of keeping the recycling boxes operating; the best price was from Triple T; depends on whether renting or owning; there is a possibility that a Town can keep one or two when the operation shuts down; based on number of trips and volume, \$8,700.00/year to \$11,000.00/year beginning on or about July 1; current Assessment from the District is around \$7,000.00/yr; should be lower in future years (two thirds to one half what it is now); Ms.

Zwick discussed quotes from the District; Mr. Jones suggested this should reduce by around \$1,000.00/year (how soon is not known). There was discussion of neighboring Towns addressing similar situations.

Mr. Noga observed that three Towns in the northwest portion of the county seem to be planning to do something together; Ms. Tanza asked about cost reductions after closing the facility, and other services provided by the District; Mr. Noga discussed the finality of the Brattleboro vote that shut down the

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recycling operation; Mr. Jones explained that they are contracted with Triple T to take their recycling to Rutland; they are still part of the District; and he confirmed that the closing is proceeding, also noting that there were significant costs of repairing the facility's equipment that has put the District in the red this year.

Mr. Tanza asked about other viable options; Mr. Jones gave examples of ways to deal with trash and recycling, suggested that the Town could spend the money and contract with someone, there is no obligation to provide recycling, and that there is no additional cost for recycling if a customer has trash picked up;

Ms. Maggio asked about rental, citing \$11,000.00 plus the \$6,000.00; Mr. Jones suggested that more dumping could be expected if there are no boxes. Mr. Mello suggested that before making a decision it would help to see what Newfane does, as a big difference could encourage dumping from other Towns; he expressed concern about taxes; Ms. Zwick cited "*ESTIMATED Municipal Tax Rates for 2017-2018*", noting that this is not in the Budget now under consideration. There was discussion of the previous Budget;

Mr. Jones noted that Bob Spencer, (District Executive Director) has put out RFP to Triple T and others to provide pricing for each Town based on volume; better pricing than in the past is not expected; Mr. Jones had been approached about partnering with Newfane, but suggested that this would not affect costs much since pricing is based on volume. Other aspects were discussed, such as coordinating hauling with Newfane, and ensuring only residents are using the boxes, and possible actions of neighboring Towns. Mr. Jones noted that the District office in Brattleboro must still accept recycling by law, but probably the permit fee will be significantly increased; Act 148 prohibits charging separately for recycling, but the permit fee would go up. There was discussion of probable changes at the District facility. Ms. Maggio suggested that without budgeting for recycling, spending will increase for something else.

Ms. Maggio suggested keeping the boxes another year; there was discussion of replacement, maintenance, fire. Mr. Mello suggested not changing the Budget, but Warning an Article for Town Meeting. Mr. Jones suggested keeping the dumpsters. Ms. Maggio calculated a cost of \$33.00 per household, resident and non-resident.

Ms. Tanza moved "to Warn an Article for Town Meeting to read: 'Shall the Voters of Brookline approve the appropriation of up to eleven thousand dollars (\$11,000.00) for recycling costs for fiscal year 2018?'"
Second by Ms. Maggio. **All in Favor.**

Unscheduled members of the Public (none)

Old Business

Budget update with Somara Zwick

Ms. Zwick explained that Budgeting is the responsibility of the Selectboard, and the spreadsheets come from the Treasurer. Ms. Zwick provided the document, "*ESTIMATED Municipal Tax Rates for 2017-2018*", and explained the cases shown in the documents, noting that the significant changes are in "town operating fund deficit refunding tax".

- Case 1: Deficit down by \$7,000.00. in the worst case.
- Case 2: Taking funds from the non-operating loan fund to add to the deficit.
- Case 3: Deficit goes away through discretionary fund transfers from highway fund and loan fund (there are conflicting opinions on this matter).

School taxes are impacted by two factors: The CLA below 100% indicates under-assessment; and Per-Pupil Costs. There is no final Grand List until April 1st at which time the denominator changes, so the final rate is set by June 5th.

Mr. Noga noted that there is a possibility of a grievance against a property owned by the bank; Mr. Tanza explained that this could impact the CLA and property reappraisal likely, and this could reduce the Grand List. Ms. Zwick explained that "the whole pie" is divided by the Grand List.

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Ms. Zwick discussed the Highway Fund (\$200,000.00) and asked if funds could be taken from that to reduce the deficit. Legal issues were discussed; citing an email from VLCT, Ms. Zwick observed this is a gray area with more than one right answer, and asked what the Board will do in regard to the deficit.

Mr. Tanza explained anticipated delinquencies, penalties, interest, and adjustments that could be made.

Mr. Clark protested against Case 3, as it is a \$22,000.00 reduction to the highway fund; he discussed the original deficit and its source; also noted that it had been decided previously not to Warn a special Article for the Sand Shed, but that the highway fund is reduced by \$50,000.00 according to that plan.

Ms. Maggio cited extraordinary legal expenses from two buildings; Ms. Zwick noted that \$60,000.00 was expended because of one individual; there was discussion of deficits and permissible courses of action. Ms. Zwick explained that the deficit has decreased.

There was discussion of the Meeting House in the context of rising taxes;

There was discussion of using money from the Revolving Fund, and raising the balance (approximately \$20,000.00) through taxation, to retire the debt.

There was discussion of the possibility of rejection by the voters.

Ms. Zwick explained how the root of the deficit was legal fees.

Ms. Hoard moved “to apply sixteen thousand, four hundred twenty-one dollars and eighty-three cents (\$16,421.83) from the Rehab Loan Fund toward the deficit, and raise the balance through taxation.” Second by Mr. Noga.

In discussion it was noted that the amount to be raised by taxation will be \$20,761.17.

Ms. Zwick printed out copies of the resulting figures for discussion.

It was noted that the Selectboard should now approve the Warned amount and Warn it.

Motion Passed, one opposed.

Ms. Maggio moved “to Warn an Article for Town Meeting to read: ‘Shall the town vote to approve the General and Highway Fund expenditures, net of non-Tax Budgeted revenues for the Town as follows: Total Municipal Taxes to be raised: two hundred ninety thousand, two hundred twenty-two dollars (\$290,222.00)?’”. Second by Mr. Noga.

Motion Passed, one Abstaining

SLDC update – property management plan

There was a plumbing issue, resolved on short notice by Mr. Bills, who noted that the next room over has a carpet and tilted floor, where the carpet was soaked to the doorway over a period of time. Ms. Maggio referred to previous decisions to establish a maintenance person or plan; the Selectboard never drafted a job description, authorized Mr. Mello to act as emergency call person; in this case Mr. Tanza took the call and referred the matter to Mr. Bills, who addressed the problem. Mr. Tanza noted that there have been three calls in the past few months.

There was discussion of certain repairs to be made to the plumbing; repeated overflows staining the ceiling below, and panels have been replaced. Mr. Bills noted sixty panels in storage in the cellar; suggested installing an access panel, possibly gluing panels to a sheet of plywood, and fastening it in the area, anticipating continued plumbing accidents with the children.

Mr. Bills explained that on the furnace, the electric vent louver does not appear to be closing completely, it may be out of adjustment. Mr. Bills will call Seth Steward about needed plumbing work.

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Roads and Highways update if any

Mr. Clark discussed the VTRANS Grant applications for structures and Class Two highways, noting that since it was obtained last year it will not be available this year; but a structures grant will be applied for again where they put the road plates. He had explained to Mark Pickering (District 2 Project Maager in Dummerston) who concurred that this was the way to go if the Selectboard approves. Mr. Noga asked what portion the town covers; Mr. Clark cited 80:20. He also noted a Certificate of Compliance (necessary after budget is approved) and annual mileage reports (due for Town Meeting by second Tuesday in February). Mr. Pickering and Mr. Clark will be meeting Friday about signs and culvert-and-bridge inventory for 2017.

Ms. Hoard placed the Annual Mileage Report on next Agenda.

Mr. Bills discussed a dip on Grassy Brook Road, explaining that moisture seeps into cracks and freezes; crack-seal keeps out moisture, allowing the surface to remain smoother. Mr. Clark explained the process of cracks spawning more cracks, leading to frost-heaves. Mr. Clark has contacts for quotations and can roll this into next year's projects, try a mile or two and see what happens; this prolongs the life of the road.

Brookline Meeting House update if any

Mr. Noga discussed an email referring to a grant being considered.

Adopt the approved Hazard Mitigation plan and submit electronically

An email was received that the HMP has been approved.

Ms. Maggio moved "to adopt the approved Hazard Mitigation plan and submit it electronically." Second by Ms. Hoard. **All in Favor.**

New Business

Town Clerk Update

Mr. Tanza announced a wedding at the Church, invited members to attend. The Town Records are being scanned and digitized for preservation and security. This had been budgeted; the one-time fee is \$250.00. There are forty volumes. This will protect the history of the Town. Mr. Tanza also pointed out the survey cabinets recently obtained free of charge from a surveyor in Jamaica worth \$2,000.00 to \$8,000.00.

Town Report for March 7th, 2017

Approve the Town Report Warning

Ms. Tanza provided the draft Warning for the total municipal Tax to be raised.

Mr. Mello cited a Petition from the voters to reconsider the name of the Brookline Meeting House. A Warning was drafted.

Ms. Maggio has completed the dedication and other components of the Report.

Mr. Noga discussed external safety lighting for SLDC. Expense of about \$300.00 with a matching grant.

Ms. Maggio moved "to approve the expenditure of up to six hundred dollars (\$600.00) for smoke and carbon monoxide detectors and exit lighting per Fire Marshall's order for the SLDC Emergency Shelter for the Town." Second by Ms. Tanza. **All in Favor.**

Correspondence and Pay Orders

Correspondence

- Annual Highway Mileage Certificate
- Dorothy Maggio's Health Officer Certificate.

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Pay Orders

The Selectboard signed the following:

- Pay Order #2017-29 signed, in the amount of \$1,251.28
- A/P # 2017-28 signed, in the amount of \$11,227.70

Pay Order #2017-29	\$1,251.28
A/P # 2017-28	<u>\$11,227.70</u>
Total	\$12,478.98

Ms. Maggio moved “to accept A/P # 2017-28 in the amount of eleven thousand, two hundred twenty-seven dollars and seventy cents (\$11,227.70).” Second by Mr Noga. **All in Favor.**

Ms. Maggion moved “to approve Pay Order #2017-29 in the amount of one thousand, two hundred fifty one dollars and twenty-eight cents (\$1,251.28).” Second by Mr. Mello. **All in Favor.**

Adjournment

Ms. Hoard moved to Adjourn, second by Ms. Maggio.. **All in Favor.**

The meeting Adjourned at 9:21 PM.

Respectfully submitted, Peter Barus, Recorder, January 20th, 2016