

## **Wolcott Selectboard Meeting December 3, 2014**

Wolcott Town Office  
6:00 p.m.

Board Members: *Belinda Clegg, Bessie Martin, Todd Harris, Jeff Wright, Richard Lee*  
Town Employees: *Linda Martin, Eric Furs*  
Public: *Greg Williams, Lyle Remick, Linda McClay*  
Reporter: *None*  
Correspondent: *Val Mason*

Belinda called the meeting to order at 6:01 p.m.

### **Amendments to the Agenda:**

- **Change Highway Department in Budget Hearing to Town Budget Hearing**

### **Comments from the Community:**

- **Lyle Remick:** Mr. Remick, a tax payer of the town approached the Board regarding two letters that he had received that he stated came in one envelope with two different dates and two different appraisal amounts. One being a Notice in Appraisal of Real Estate dated April 1, 2014. Mr. Remick had grieved his appraisal at a meeting which included Eric Furs, Lister and James DeShone, a hired outside appraiser who is an employee of NEMR. Discussion. Eric is unclear why Mr. Remick would have received the second paper on the Cost Update, unless it was given at the meeting. Eric stated that he will meet with Mr. DeShone as he has most of the information from the meeting. Eric will contact Mr. Remick as soon as possible regarding this issue. The Board requested that they also be updated on the matter and asked Eric that this is done in a timely manner.

**Fothergill Segale & Valley CPA – Audit Report:** Linda McClay approached the Board and Linda Martin to review their report of the Town's Financial State of the year compared to that of last year. She stated that the town is doing much better than last year. The Fund Balance is \$55,000. Discussion followed on fund balances, creating a Reserve Fund, and the designation or assignment of funds and rules regarding these funds. Linda will post the Audit Report on the Town's website.

### **Budget Hearing**

Belinda turned the meeting over to Jeff Wright, Vice Chair.

- **Town Clerk's Office:** Linda provided the Board with the Town Clerk's Office budget that she stated that she had gone over line by line and proposed for this year. Linda stated that Belinda needs a new Financials computer which she priced out at around \$625 as it is very old and slow. Linda said that they could use half of the Office Equipment Fund from this year and half next year. Jeff recommended purchasing the computer this year. Also, she brought it to the Board's attention that they have a printer/scanner from 2007 which has a high maintenance cost. Linda brought up the idea to have funds committed for a town office equipment reserve as a back up and to create a replacement schedule. Bessie brought up the fact that LCPC wants towns to have a Capitol Budget so that planning can be done.

Jeff turned the meeting back over to Belinda.

- **Town:** Belinda handed out copies of last year's budget proposal since they do not have all of the requested information. Discussion of not having any Auditors, so figure left open. Belinda informed the Board that the Wolcott Athletic Association, The Glee-Merritt Kelly Library, the Fire Department and the Cemetery have been asked to bring in their books to be audited in house. The Library and Fire Department have been completed without any issues. The Cemetery is next to be done. Belinda stated the Athletic Association has been sent a letter and phoned, but has yet to produce their books. A figure for the cost of printing and distributing the Town Report. Belinda informed the Board that Emergency Management is asking for \$500 each in salary. Linda recommended that each Board member scan each item that is not departmentalized and that she will email to them a draft budget. Bring in questions and or issues to the next meeting as the Board will be going through the budget line by line. The Police Service figures have been removed as they will be two separate articles. One for Road Patrol and one for dispatch. Linda asked if there were plans in next year's budget to address the poor condition of the Town Clerk's parking area, as many tax payers complain regarding the condition of it. Discussion on different types of possible materials and the poor drainage. Jeff brought up Bessie's idea that she had earlier in the meeting of having a Capitol Budget and depreciate over several years and expanded on this idea. Discussion. Bessie will speak with LCPC for assistance.

**Approve minutes of November 19, 2014:** Discussion. Need to add "Motion passed unanimously" to the end of the motion to appoint Linda as agent for the town at the two tax sales and to the motion to adjourn the meeting. Belinda also added that four be removed from the number of buildings to possibly be removed at the former Buck's Properties per Mr. Hirschak as problems arise. Belinda made the motion to approve the minutes to include the above mentioned changes. Richard seconded the motion. Motion passed unanimously.

#### **Review Correspondence/Sign:**

- **Review VLCT PACIF Renewal Insurance Contribution Rate:** The Board was brought up to date on the \$3000 increase for our town property and liability insurance.
- **Review VLCT Dues:** These are census based from the federal government of 1676 Wolcott residents. The dues will be \$2,768 for next year. Last year the amount was \$2,693.

#### **New Business:**

- **Transfer Station:** Richard informed the Board that he visited the website that was recommended from the Natural Resources Board regarding site tarps for the containers. He stated that they are very costly. Discussion. Richard stated that he would get an estimate on regular tarps and Belinda will research the mesh tarps.

#### **Old Business:**

##### **Updates On:**

- **Personnel Policy Changes:** Belinda wanted the Board to know that the town does receive Labor Day as a paid holiday. Belinda reviewed the changes that were made at the last meeting which were to add that Veteran's Day will be given to Veterans as a paid holiday and to change the wording that full time employees accrue vacation at the following annual consecutive year rates. Discussion. Todd stated that he felt that Veteran's Day should be a day to honor Veterans and that it did bother him. Jeff reiterated from the last meeting how powerful it was to only give veterans the day off and Richard stated that it is a small way to recognize veterans. Bessie brought up the fact that Hyde Park has eleven holidays, two of which are floating. Jeff stated that the budget will be affected if paid holidays are added.

Greg Williams spoke up and said that he feels that seven days are adequate. It was decided that Veterans Day will remain for Veterans only. Belinda also informed the Board that the town's lawyer as well as the Department of Labor stated that former full time employees accrue vacation days from the start of their current employment. It is not retroactive to when the employee worked for the town previously because they left, hence, the wording change to "consecutive". Bessie stated her reservations and that she looked in to other towns and brought up the fact that it is a benefit to the town to allow accrual of vacation days from prior years of working for the town, because they have knowledge of the job position. More discussion. Belinda made the motion to sign the Personnel Policy with changes. Jeff seconded the motion. Motion passed by four yes and one no (Bessie).

- **Appropriation Request Policy:** Belinda handed out copies of a draft Town of Wolcott's Appropriation Funding Policy she had written up. She informed the Board of other town's policy's compared to that of Wolcott which is done by statute. This statute requires each service agency yearly to submit a petition which meets the requirements of 17 V.S.A. to be placed on the town meeting warning must include at least five percent of the town's registered voters with a deadline of forty-five days be brought to the Town Clerk's Office. Discussion. Wolcott does have certain exemptions. Belinda informed the Board that some organizations are asking Wolcott for a policy. The Board discussed possibly making this a separate article. Belinda will try to get more information for the next meeting. Decision by the Board to table until the next meeting.

Belinda made the motion to adjourn the meeting. Richard seconded the motion. Motion passed unanimously.

Meeting adjourned at 7:55 p.m.

*Next Selectboard Meeting December 17th*