

**TOWN OF WILLISTON
SELECTBOARD
MINUTES OF MEETING
December 8, 2014**

DRAFT

MEMBERS PRESENT: Terry Macaig (Chairman); Jeff Fehrs, Chris Roy. (Debbie Ingram was absent.)

ADMINISTRATION: Rick McGuire, Town Manager; Susan Lamb, Finance Director; Deb Beckett, Town Clerk; Todd Shepard, Police Chief; Justin Huizenga, Administrative Sergeant; Todd Goodwin, Recreation and Parks Director.

OTHERS PRESENT: Scott Moody (Channel 17).

1. Call to Order

Chairman Terry Macaig called the meeting to order at 7 PM.

2. Minutes

December 1, 2014

Minutes were not available for review.

3. Public Comment

There were no comments from the public.

4. Budget Review Fiscal Year 2016

Overview

Rick McGuire highlighted:

- The proposed FY2016 budget is \$9,889,870 which is an \$80,000 or 1% increase.
- The population in Williston has been increasing over the past 10 years. Williston is now the 11th largest town in the state.
- The property tax is the largest portion of revenues (49%) followed by the local options tax (28%) and the balance being other fees.
- Projected tax rate is \$.29 due to increase in expenditures, use of the fund balance, debt service, and revenue decreases. The current tax rate is \$.27.
- Impact of the projected tax rate is \$10 in additional taxes per \$100,000 in value.
- Williston has the next to the lowest municipal tax rate in the county. Charlotte has a lower municipal rate and Winooski has the highest.
- The cost of services provided by the town is \$97/month based on a house value of \$400,000. This cost (\$97/month) is significantly lower than the cost of a moderate residential cable service package (\$180/month).
- Complete budget information is posted on the town's webpage.

Jeff Fehrs observed Table 6 in the budget material shows the budget last year minus storm water and the budget this year shows storm water as an enterprise fund. The budget shows a 4% increase. Table 2 shows the tax rate with the projected increase of 9%, but residents will pay property tax plus a storm water fee.

General Administration

Susan Lamb highlighted significant changes in the budget including:

- Increase (5%) in the stipend for the Selectboard.
- A portion of wages for staff in Administration are in the Storm Water budget.
- Increase (\$4,000) in the Manager's staff for a summer intern to assist with projects.
- Savings of \$6,500 in the Finance budget due to the cost of the auditor doing the FY14 audit.
- Outside services include:
 - Prorated county tax (runs February to February).
 - Aid to Lake Iroquois Association for lake cleanup effort.
 - Transportation services increase (\$3,000) for bus service and ADA service. There was discussion of growth in SSTA rides and funding.
 - Slight increase for VNA (\$29,000 in the budget).
- Capital expenses include:
 - Net decrease in debt service (\$52,350).
 - Highway, Water, Sewer, Storm Water funding paying part of debt service for the new public works building (\$95,000).
 - New bookmobile (short term lease for amount not covered by donations).
 - Second year of ambulance lease-to-buy payment.
 - Open space funding of \$150,000 with \$30,000-\$40,000 from town revenues and the balance from reserve funds.

Clerk/Treasurer

Deb Beckett reported there is only a \$2,000 change in the budget over last year. An increase in cleaning expense to \$3,000 for upkeep of town hall is proposed. The budget also includes money for the presidential preference primary next year.

Police

Todd Shepard introduced Justin Huizenga as the new Administrative Sergeant. Officers in the department will rotate through the assignment to become familiar with all aspects of the department. Police Chief Shepard reviewed the current police department, equipment, and budget noting the following:

- There are a total of 17 officers and one vacancy to be filled, two full time dispatchers, two administrative staff and a chief, five marked vehicles, two detective vehicles, the chief's vehicle and a forfeiture vehicle being used by the department.
- In addition to enforcing the law, officers do community outreach by working in the schools.
- Grants have been received for traffic enforcement activities, bullet proof vests, and equipment.
- The proposed budget shows an overall increase of 2.35% (compared to 5.95% last year) with most of the increase due to salaries and benefits.
- Revenues show a \$250 decrease in Miscellaneous. Court fines are budgeted at \$33,000 which is a slight decrease from last year, and false alarm fees were increased.

- Patrol salaries increased to cover the match increase in the grant for the officer position.
- Dispatch time was increased by eight hours on weekends with a part-time dispatcher.
- Investigative services increased due to the cost increase for the unit for special investigations.
- The administrative salary for the Administrative Sargent position is in the budget.
- Building maintenance shows \$9,000 for work on the unfinished room in the station to reduce heating costs and make the space functional.
- Capital budget includes:
 - Cruiser replacement per the schedule.
 - Set aside plan for an additional vehicle purchase in FY2019 in advance of additional staff if necessary.
 - Replacement firearms (\$9,780) and set aside plan for replacement every eight years going forward.

There was brief discussion of license plate readers on vehicles. Chief Shepard said the readers have helped solve crimes. The legislature has put the proper controls on the data collected by the readers.

Recreation & Parks

Recreation Director, Todd Goodwin, noted the following:

- The budget has been formatted and categorized differently than in past years.
- The coordinator's salary (Recreation Director) is increased in the budget. The increase is offset by a reduction in the salary for the Public Works Director for the time spent overseeing the department as a sub-department within Public Works. Recreation and Parks is now considered as a separate department.
- Office supplies include money for Webtrack which will allow online registration into programs.
- Overall there is a \$9,000 difference to last year's budget.
- Capital items include:
 - Crack sealing the skate park/ice rink behind Williston Central School (\$10,000)
 - Redoing the basketball courts at Rossignol Park (\$50,000).
 - Tennis and basketball courts at Allen Brook Community Park (Phase 3). Land Water Conservation Fund grant will be sought.

5. Town Manager's Report

Rick McGuire reported:

- Public works building is on schedule and under budget. The salt shed roof is on and the final coat of asphalt is down so material can be brought in. The solar panel proposal is being reviewed. There is plenty of money in the contingency fund to cover the solar panel project. A bronze plaque will be affixed near the entrance door to the building.
- Next budget meeting is December 15, 2014 at Williston Woods.

Chris Roy commended Rick McGuire and Bruce Hoar for their effective oversight of the public works building project.

6. Other Business

None.

7. Adjournment

With no further business before the Selectboard the meeting was adjourned at 9:04 PM.

RScty: M.E.Riordan