

WEST WINDSOR SELECTBOARD

Minutes

January 5, 2011

Present: Glenn Seward, Tom Kenyon, Bruce Boedtger, Mike Spackman, Cathy Archibald

- 1) Call to Order – Selectboard Chair Glenn Seward called the meeting to order at 7:30 AM.
- 2) Changes – The Selectboard agreed to move the discussion of legal expenses and the Executive Session to the end of the meeting.
- 3) Finalize and approve 2011 budget – Highway: Cathy said the latest draft of the highway budget shows the \$25,000 in the Paving Fund and the \$30,000 in the Equipment Fund, with a \$15,000 surplus. Cathy said the tax rate, calculated on last year's grand list, went up a penny, but she doesn't have this year's grand list yet. The Selectboard agreed that they would like to try to keep the tax rate the same. Tom said Ann Babbott is willing to do two rabies clinics – one before Town Meeting and one after. Tom said he has thought more about the proposed changes to the dog ordinance and is no longer in favor of the graduated fine but he would support a one-time \$25 late fine, rather than a one-time \$50 fine. The Selectboard agreed to discuss the dog ordinance in more detail later in the meeting. The Selectboard went through the town operating budget line by line and made minor changes to a few line items. Cathy said she is going to need additional help from her assistant in 2011. Glenn noted that the amount budgeted for county taxes decreased from \$28,000 to \$8,000. The Selectboard talked about whether to pay off the fire truck now and save some interest expense. Tom said if the surplus is used to pay off the fire truck now, the Selectboard might be able to reduce the tax rate by a penny or two. The Selectboard agreed to leave the fire truck payment and interest in the budget for now. Regarding the library roof, the Selectboard talked about using some of the 2010 surplus to pay for replacement of the roof. Tom asked if the \$87,000 surplus from 2010 is going to be used to reduce taxes or not. Tom said he thinks it should not be used to reduce taxes. Glenn agreed that the tax rate should be kept somewhat stable although he'd like to see a one cent reduction if possible. Tom and Bruce agreed. Bruce asked if there is grant money available for the library roof. Tom said there is so much documentation involved with historic preservation grants that it's not worth it. Glenn said he would like there to be a separate article for funding the town forest project with a portion of the 2010 surplus. Tom and Bruce agreed. Glenn asked how the Selectboard should handle paying for the town forest survey. Glenn said the town has already contracted for a partial survey and has received a bill for a portion (\$2,200) of the contracted amount with the remainder of the work to be done and paid for in 2011. Glenn said the Town Forest Committee is supportive of completing the survey so it is all inclusive and not just a survey of one boundary. Glenn asked if the \$8,000 that will be due in 2011 for the partial survey should be taken from the \$20,000 proposed for the town forest project, or should the Selectboard figure out another way to pay for that. Glenn also asked the Selectboard if they are interested in completing the survey and, if so, how would the additional survey work be paid for. Tom suggested increasing the amount allocated for the Town Forest Fund to \$25,000 and noted that the voters can always vote down the article or change the amount. Glenn asked what happens if this project gets shot down at Town Meeting. Glenn said the town is already committed to spending \$10,000 for the partial survey but he asked how the town should pay for completing the survey. Glenn suggested increasing the Conservation Fund and using that. Glenn said there was discussion about using \$2,000 or \$2,500 from the Conservation Fund to help pay for the partial survey. Tom said he would support using money from the Conservation Fund to pay for a complete survey because we have to find out what we own. Glenn suggested increasing the Conservation Fund line item to \$5,000. Tom agreed. Mike said he would like to set up a capital budget for the fire department. Glenn asked Mike about the fire department's future needs. Mike said the next thing that needs to be replaced is a tanker in

2016-17. Glenn suggested setting up an equipment fund for the fire department and contributing to it every year. Mike suggested putting \$25,000 to \$30,000 per year in the fund so the town doesn't have to borrow as much when it comes time to purchase the tanker. The Selectboard agreed that a fire equipment replacement fund makes sense and agreed to consider adding it to the warning for the 2012 Town Meeting. The Selectboard agreed to skip such an article in 2011.

- 4) Other Business – Next meeting: The Selectboard agreed that their next 3 regular meetings will be on Tuesday, January 11th; Monday, February 7th; and Monday, March 7th at 6:30 PM. Mike said he will give the Selectboard a written report in January because he can't make the January 11th meeting.
- 5) Executive Session – **Glenn made a motion to go into Executive Session to discuss personnel matters. Bruce seconded the motion, which passed unanimously.** After discussion, **Tom made a motion to come out of Executive Session. Bruce seconded the motion, which passed unanimously.** Tom noted that no formal action was taken.
- 6) Adjourn – **Bruce moved to adjourn. Tom seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison