

West Windsor Selectboard
Minutes
December 16, 2019

Present: Win Johnson, Matt Kantola, Brett Myers, Mike Spackman, Cathy Archibald, Martha Harrison, Susan Hines

- 1) Call to Order – Selectboard Chair Win Johnson called the meeting to order at 5:00 PM.
- 2) Changes or additions to the agenda – Unlicensed dogs: Cathy asked what we're going to do about the unlicensed dogs. Win asked Martha to check with the Windsor Police to see if they have issued a second ticket to the owner of the dogs and added that, if it's not resolved, we'll have to have Bill Young call her and let her know that we're going to impound the dogs.
- 3) Announcements/Public Comment – None
- 4) Sign Town Clerk's orders – **Brett moved to sign orders. Win seconded the motion, which passed unanimously.**
- 5) Town & Highway budget discussions – There was discussion about the tax impact of the budgets as drafted and Win said we need to cut at least \$10,000 from expenses. General Fund: Win said he invited Susan to the meeting to discuss the Listers budget and noted the addition of \$5,000 for a consultant. Win said we have a healthy reappraisal reserve so we don't have to add a lot to that. After discussion, the Selectboard agreed to budget an increase in Listers travel & expense to \$6,500 to cover fees, training for new Listers, and the Listers' portion of the cloud expense. Regarding General Fund revenues, Cathy said she'll have a better idea about delinquent taxes at the end of the year. With regard to Town Clerk fees, there have been fewer time share recordings this year. Regarding CPA expenses, the Selectboard reduced the budget from \$13,000 to \$10,400 to reflect the fact that the utilities cover 20% of the audit costs. Win noted that our Electronic Communications Association (ECA) member fee should go back to \$2,500 in 2020. Under Town Hall expenses, Cathy said we need to budget for shoveling and sanding. Cathy noted that Town Hall repairs include \$1,900 for clock maintenance. The Selectboard agreed to budget a total of \$5,000 for Town Hall repairs. Brett asked if the new windows are in. Matt said Martha's are in but Cathy's are not; the contractor is waiting for another warm day. Regarding appropriations, Win suggested keeping the Library's funding fairly flat and including a separate article for the increase, which will allow the Library Trustees to make an argument to the voters about why they need additional funds. Highway Fund: Regarding the Highway budget, Mike suggested reducing the tire budget to \$8,000 and agreed to reduce the repair budget for the one-ton truck to \$1,500. Win suggested a brief executive session at the end of the meeting to reconsider highway wages. Mike suggested lowering the amount budgeted for sand and gravel, and the amount budgeted for salt, by \$500 each. Mike also lowered the amount for diesel fuel to \$39,000. Win said, with the changes just discussed, taxes would increase by about 3.5%. Win noted that the Selectboard would have to cut another \$15,000 to get the tax increase down to 2%. After further discussion, the Selectboard agreed to keep the Library and Historical Society appropriations the same as last year. Win said he will check his formulas and send out an updated spreadsheet. After discussing the expenses covered by the Sheddsville Cemetery appropriation, the Selectboard decided to keep the appropriation the same as last year. Win noted another budget meeting on December 30th. Matt said he will order the door

this week so it's included in this year's expenses. Matt added that he wants the windows to be done before the first of the year. Rec. Center request: Win noted a request, earlier in the year, for \$2,000 or \$3,000 to cover fees for West Windsor residents to use the Windsor Recreation Center. Win said he thinks that should go on the warning as a separate article.

Matt and Brett agreed.

- 6) Other Business – None
- 7) Adjourn – **Brett moved to adjourn at 6:03 PM. Win seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison