

WEST WINDSOR SELECTBOARD

Draft Minutes
December 29, 2014

Present: Glenn Seward, Tom Kenyon, Bruce Boedtke, Mike Spackman, Cathy Boedtke, Bob Farnsworth, Cathy Archibald, Martha Harrison

- 1) Call to Order – Selectboard Chair Glenn Seward called the meeting to order at 8:00 AM.
- 2) Changes or Additions – None
- 3) Announcements/Public Comment – Town Forest: Cathy Boedtke was present to discuss the Town Forest Committee’s budget with the Selectboard and to ask for clarification on how the town forest boundary survey was funded. Glenn said it is his understanding that funds were transferred from the town’s reserve fund to the town forest fund to pay for the survey. Cathy said the Town Forest Committee (TFC) is asking for \$8,500 in 2015 to cover expenses other than the survey. On another issue, Cathy Boedtke said, the Conleys have said they can’t get their snowmobile around the gate for the gravel pit road. The TFC agreed that the gate should be closed but unlocked and the Conleys should be responsible for closing it behind them, however the TFC would like the Selectboard to weigh in on the issue. The Selectboard agreed with the TFC’s approach and Glenn said he will send a note to the Conleys. Cathy Boedtke also said that Jim Lyall is wondering if the southern boundary of the town forest has been completely marked. Glenn said the southern boundary will be marked in the spring or when the weather is more conducive to marking it. Cathy asked if there is a monument marking the corner of Windsor, West Windsor and Weathersfield. Tom said the corner is marked with “stake and stones.” Fourth of July: Cathy Boedtke said the Fourth of July Committee would like to establish a facebook page. Cathy said Marisa Becker would create and maintain the page for the committee. The Selectboard had no problem with the committee’s plans.
- 4) Town Forest Boundary Survey: Bob Farnsworth – Bob said there is an issue along the west boundary with Dianne Connors. The Selectboard agreed that they would like to pursue a boundary line adjustment and asked Bob to provide sketches showing the existing and proposed boundaries. Glenn asked Martha if a boundary line adjustment can be handled administratively. Martha said yes. The Selectboard reviewed with Bob the boundaries shown on the survey. The Selectboard also expressed interest in having the south end of Kimball Farm Road surveyed.
- 5) Executive Session – **Glenn moved to go into executive session to discuss personnel matters. Bruce seconded the motion, which passed unanimously. After discussion, Glenn moved to come out of executive session at 10:18 AM. Bruce seconded the motion, which passed unanimously. Glenn moved to increase highway compensation an average of 3%. Tom seconded the motion, which passed unanimously. Glenn moved to increase Martha and Cathy’s compensation by 3% as well, with Cathy’s compensation subject to voter approval in the town meeting warning. Tom seconded the motion, which passed unanimously. Glenn moved to authorize holiday pay for the employees for the day after Christmas and the day after New Year’s. Tom seconded the motion, which passed unanimously.**
- 6) Recess/Continue – **Tom moved to recess today’s meeting and continue it on Wednesday, December 31, at 8:00 AM. Glenn seconded and amended the motion to recess following the signing of the Town Clerk’s orders. Tom accepted the amendment. Glenn called for a vote on the motion, which passed unanimously.**
- 7) Reconvene – At 8:00 AM on December 31st, Selectboard Chair Glenn Seward reconvened the meeting that began on December 29th.
- 8) Sign Town Clerk’s Orders – **Tom moved to sign orders. Bruce seconded the motion, which passed unanimously.**
- 9) Finalize 2015 Town & Highway Budgets – Tom noted that the Fire Department will be voting on a request from the town for \$47,600. Cathy said the FAST Squad is requesting a total of \$2,300, which

represents a \$300 increase to cover the increase in their insurance costs. Cathy said she also lowered the county tax to \$13,500. The total budget is \$576,244 for the town and \$611,225 for the highway. Tom handed out a written motion as follows: **“I move we accept the proposed 2015 Highway and Town budgets as a basis for developing Article 5 for voter consideration of Warning Article #5 in the Warning for the 2015 Annual Town Meeting. We note there is highway deficit in 2014 which will need to be addressed by a three cent tax rate and the proposed 2015 highway budget will result, in about a three cent tax rate increase over the 2014 highway tax rate. Further the proposed 2015 increase in the General Fund budget will result in tax rate increase of about one cent. In consideration of a possible tax rate increase of seven cents and a questionable grand list we take the following actions: (a) The employees’ additional medical insurance costs will be covered by the town as of January 1, 2015. (b) Adjustments to pay or salary will take place after the voters act on Article 5. (c) The purchase of the new highway truck will be considered after the voters act on Article 5. (d) The full-time hiring of a fourth highway employee will be considered after the voters act on Article 5.”** Glenn and Bruce were fine with approving the budget and acknowledging the deficit and the need for a tax increase but were not in favor of delaying wage increases or equipment purchases. If the voters vote down the budget, Bruce said, then we can figure out where to cut. After discussion, Glenn suggested alternate wording for Tom’s motion as follows: **We accept the proposed 2015 Highway and Town budgets as a basis for developing Article 5 for the 2015 annual town meeting. We acknowledge that there is a highway deficit in 2014 which will need to be addressed by a two-cent tax rate increase, and the proposed 2015 highway budget will result in an additional two-cent tax rate increase. The proposed 2015 increase in the general fund will also result in a two-cent tax rate increase based on the current Grand List. Tom accepted the proposed amendment to his motion. Bruce seconded the amended motion, which passed unanimously.** Cathy did not have final information on the surplus in the 2014 town general fund budget. Glenn suggested that any surplus funds be allocated to completing the Sheddsville Cemetery stonewall project, to the Road Refurbishment Fund, to the Equipment Fund and to the Reserve Fund. Tom and Bruce agreed with putting surplus funds in the Equipment Fund. Cathy said town funds can’t go to the highway department. Martha asked why surplus funds can’t be carried over to reduce the tax rate increase in 2015. The Selectboard agreed that surplus funds can be used to reduce taxes. Glenn was reluctant to predict the 2015 tax rate at Town Meeting, without knowing the Grand List. The Selectboard agreed to meet on Tuesday, January 6, at 11:00 AM to discuss the surplus in the town general fund and review the warning for Town Meeting.

- 10) Adjourn – **Tom moved to adjourn at 8:45 AM. Glenn seconded the motion, which passed unanimously.**

Respectfully submitted,

Martha Harrison