

TOWN OF SWANTON
MINUTES
FINANCIAL SELECTBOARD MEETING
Swanton Town Office Building
1 Academy Street, Swanton, VT 05488

Tuesday, December 15, 2015 @ 6:30 p.m.

***Present:** Dan Billado, Selectboard Chair; Joel Clark, Selectboard Vice Chair; John Lavoie and James Guilmette, Selectmen; David Jescavage, Town Administrator; Yaasha Wheeler, Secretary; Harold Garrett, Road Foreman; Cathy Fournier, Town Clerk; Channel 16.*

A. Call to Order

Mr. Billado called the meeting to order at 6:35 p.m.

B. Agenda Review

No changes.

C. Quarterly Budget Discussion

1. Highway

Mr. Clark stated that \$15,000 had been removed from road resurfacing and placed in salaries. If the \$18,000 reimbursement for Comstock Road and Bachand Road stone was received, they would be able to have about \$15,000 left. Mr. Jescavage explained why the grant money was delayed. Mr. Clark added that, with a \$15,000 surplus, they could add the money into the budget to reduce the overall budget, allowing the highway to essentially level-fund. The money could not be carried over.

Mr. Clark said that the budget included an expense for the box body. Mr. Garrett noted that the new truck would not have to be replaced for over 5 years.

Mr. Clark explained that, under the 2016 budget, the salary was based on a 1.5% increase, with 3 full-time and 1 part-time employee. The following highlights were noted:

- Street lights were down by 70%.
- Insurance was up by 33.39%. Mrs. Fournier explained that three new pieces of equipment had been added, but the final numbers might be lower.
- Road improvement had increased by \$10,000 to \$50,000 (+25%).
- Engineering Service was increased to \$16,000 (+100%). This was in relation to the necessity of completing Robin Hood Drive.
- The Robin Hood Drive sidewalk, blasting, and state permits added significantly as well (\$20,000; \$20,000; and \$2500, respectively).

Overall, the highway budget was level-funded, since the increases and decreases cancelled each other out.

Mr. Clark summed up that the money was reserved for lean-to construction; for Tabor Road widening, repair, and paving; Lakewood Drive shimming; industrial park repair; Babbie Boulevard re-stoning, re-surfacing, and intersection restructuring; and Jonergin Drive shimming. Mr. Billado asked if the \$50,000 available was for just one project, and Mr. Clark clarified that the \$50,000 would be spread out over several projects. Mr. Billado instructed, "Do it right the first time, then stop when you run out of money and pick up later where you left off."

Mr. Guilmette asked if they were comfortable with reducing paving by \$15,000. Mr. Garrett said that he had considered the numbers, and, if the paving came in at the same amount for 2016 as it was for 2015, he could have a surplus at the end of the year.

2. General Budget

Mrs. Fournier noted that the following items had increased:

- Listers' Salaries and Zoning had been increased, because Lister Amy Giroux had been doing extra work to reorganize the files. Mr. Billado summed up that this was not an increase in hourly rate, but was an increase in the job.
- VEMRS was up by 2410% because the new Zoning Administrator was on the plan.
- Health insurance was up by 19.88% overall.
- Postage and election expenses were increased because there would be 3 elections this year.
- Water and sewer had been lowered by 25% based on usage in 2015.
- Auditing had been raised by \$2000 because VEMRS was requiring more pages and footnotes.
- Legal fees had been raised to \$6000 (+20%).
- Animal control was bumped up by \$2000 to a total \$9000, because, historically, that item had required more money than was budgeted.
- Recreation Trail Paving had been removed.
- Swanton Enhancement Project had been removed.
- Enhancement Project Sidewalks had been added at \$1500.
- The Supplies and Printing for Zoning would be reimbursed through the Municipal Planning Grant.
- Zoning and Planning Legal Fees had been raised to \$5000.
- All allocations were level-funded.
- The library had talked about doing a separate article for repairs, so she had allocated \$14,000 in case.

The total budget was 0.62% decrease from 2015.

Mr. Clark stated that there were two outstanding legal issues in the Zoning and Planning legal fees, and recommended increasing the line item by at least \$7500. Mr. Clark said that he was currently the President of the Swanton Enhancement Project. He felt his position with SEP was somewhat of a conflict of interest with the Selectboard, and would not remain as president for long. That said, he recommended having an appropriation of \$1500 for the SEP.

The Selectboard was in favor of using economic development money to help repair the library, rather than including those repairs as a separate line item.

Mr. Clark made a motion, seconded by Mr. Lavoie, to approve the highway and general budgets as presented, with the exception of changes to the salary and insurance. Motion carried.

3. Executive Session

No executive session.

4. Adjournment

Mr. Lavoie made a motion, seconded by Mr. Guilmette, to adjourn at 7:14 p.m. Motion carried.

Received and filed by:

Cathy Fournier, Swanton Town Clerk

Date