

Milton Selectboard Meeting Minutes

August 15, 2016 at 6PM

Municipal Building Community Room

Selectboard Members Present: Darren Adams Chair, Kenneth Nolan, Vice Chair;; John Bartlett, Clerk; John Palasik, Member

Selectboard Members Not Present: John Cushing, Member

Staff Members Present: Donna Barlow Casey, Town Manager; Erik Wells, Director of Administration; Sarah Macy, Finance Director; Ed, Assessor; Lindsey Sewasky, Public Works Admin. Assistant

Others Present: Jim Frey, Jessica Groeling

I. **Call to Order-**Adams called the meeting to order at 6:00pm

II. **Flag Salute-** Adams led the attendees in a Salute to the flag

III. **Agenda Review-** Donna Casey asked the board to waive the executive sessions for tonight's meeting.

IV. **Public Forum-** No one

V. **New Business and Department Items**

A. Event Permit – Highland Avenue Community Block Party

Jessica Groeling applied for an event permit to have their annual block party for the Overlake and Highland Ave development. Last year around 30 families were able to attend and Groeling is hopeful that more will come this year. Palasik made a motion to approve, Bartlett second. **Approved Unanimously**

B. Assessor's Office Staffing

Ed Clodfelter discussed increasing staffing since Bob Ware had left. He asked the board for \$28,800 for a data conversion to a new software system and additional staff hours from NEMRC. Ed also addressed that it would be beneficial if the mobile home category was reappraised which would cut down the delinquency since this hasn't been done in about 10 years. Bartlett asked if once the assessment is complete, could the park owner then raise the lot rent? Clodfelter answered that he has not seen that happen before. Nolan was concerned that we would run out of money next year which currently holds \$350,267.00 in reappraisal budget. Casey explained she wants to develop a budget proposal so the agreed upon amount isn't gone over. The rolling appraisal concept and the reassessment of mobile homes will have continued discussion at a future meeting. Bartlett made a motion to approve the \$28,800 for data conversion and NEMRC staff assistance, Nolan second.

Approved Unanimously

C. Retirement excess deduction reimbursement for VMERS C Enrollees

Donna Barlow Casey and Sarah Macy explained there are 6 employees were offered VMER C plans where the employee can stay with that plan for a 3 year period and pay an 1.5%. which the last town manager approved. Casey recommended paying back the 6 people who were charged since VEMER heard about this in the past and said that we couldn't charge them anything beyond the required employee contribution for the plan. Nolan asked that this discussion be tabled until executive session. felt

50 **D. Employee Recruitment & Retention Task Force Stakeholder Design**

51 Donna Barlow Casey recommended we design a task force of 9 people made up of staff members
52 from different departments and 2 union members to research how we can better retain our staff.
53 Casey stated that 17 out of 48 employee' had left since July 1 2014. She doesn't want this to affect
54 this upcoming budget, but to plan for it in the future. Nolan was concerned that it would be too
55 much for already busy staff and wasn't sure why there needed to be 9 people. Casey stated that it
56 would help us see what we need to make the work place more efficient. Nolan moved to approve
57 the employee recruitment and retention task force, Palasik second. **Approved Unanimously**
58

59 VI. **Potential and/or Future Agenda Items- none**

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61 VII. **Manager's Report-** Donna Barlow Casey mentioned the Seven Days article and how it was helpful to
62 show how Milton is changing and growing. Bartlett stated he was grateful for the article but didn't
63 appreciate the jokes.
64

65 The school superintendent would like to meet and see how we can help each other out. The board
66 couldn't meet the dates presented and asked for other dates.
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68 The paving bid will be voted on September 13th instead of September 7th.
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70 The Sanderson Road reconstruction is under way and has been marked out. Some trees have been
71 cut down and the rest will be done by Green Mountain Power due to power lines. The residents in
72 that area have been informed. The select board was concerned that North Road was being pushed to
73 the side. Casey explained that they are going to be completing both roads but didn't want to hold all
74 the other projects up while were waiting for the paving bid to go out. Erik Wells explained that the
75 engineers went out and gave a suggestion to shim North Road for now and later on do the entire
76 road. The select board stated that they didn't want Sanderson to take priority over North because
77 that is not what they had approved last time. Wells stated that he can speak to the engineers again
78 about North Road and get more clarification and would discuss next meeting. In the meantime the
79 Sanderson Road project has been halted.
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81
82 VIII. **Warrant/Report # 4**

83 Bartlett approved the warrant in the amount of \$404,047.86, Nolan second. **Approved Unanimously**
84

85 IX. **Minutes Meeting of August 1st (To approve with or without corrections)**

86 Bartlett approved meeting minutes for August 1, 2016 and Palasik second. **Approved Unanimously**
87

88 X. **Executive Session Per V.S.A. Title 1 Section 313**

89 Bartlett moved to find premature public knowledge about Human Resources would cause the
90 Town or person to suffer a substantial disadvantage. Second by Nolan. **Approved**
91 **unanimously.**
92

93 Bartlett moved to enter into Executive Session to discuss Human Resources under the
94 provisions of V.S.A. Title 1 Section 313 and include Barlow Casey, Macy and Wells. Second by
95 Nolan. **Approved unanimously.**
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97 Entered executive session at 8:00 PM.
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99 Bartlett moved to approve the retirement excess deduction reimbursement for VMER's C enrollees,
100 second by Nolan. **Approved Unanimously**

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Bartlett made a motion to close executive session, Nolan second. **Approved Unanimously**

XI. Adjournment

Nolan moved to adjourn, second Bartlett. **Approved Unanimously**

Respectfully Submitted,

_____ Date: _____

John Bartlett, Selectboard Clerk

Filed with Milton Town Clerk's Office on this _____ day of _____, _____

ATTEST: _____ Milton Town Clerk

DRAFT