

1 **Milton Special Selectboard Meeting**

2 **November 30, 2016 at 6:00 p.m.**  
3 **Community Room of the Municipal Complex**

4  
5 **Selectboard Members Present:** Kenneth Nolan, Vice Chair; John Bartlett, Member; John  
6 Palasik, Clerk

7 **Selectboard Members Not Present:** Darren Adams; Chair

8 **Staff Members Present:** Donna Barlow Casey, Town Manager; Erik Wells, Director of  
9 Administration; Sarah Macy, Finance Director; Dustin Keelty, DPW Operations  
10 Supervisor

11 **Others Present:** None

12  
13  
14 **I. Call to Order**

15 Nolan called the meeting to order at 6:00 PM

16  
17 **II. Flag Salute**

18 Nolan led attendees in a salute of the flag

19  
20 **III. Agenda Review**

21 Barlow Casey requested an executive session for contract negotiations is added.

22  
23 **IV. Public Forum**

24 None

25  
26 **V. FY '18 Budget Discussions**

27 **A. Public Works Administration**

28 Barlow Casey stated some key areas for consideration are equipment planning  
29 ahead and creating a new facility plan that is realistic. Macy stated the DPW  
30 Administrative Budget has a proposed 8.2% decrease (-\$15,172) mainly resulting  
31 from the vacant Director position and shifting to a contracted engineer model.

32  
33 **B. Highway**

34 Keelty provided an overview of the proposed FY '18 Highway Budget. It's  
35 proposed at a 4.89% increase (\$66,769). The main drivers behind that are  
36 increased personnel costs, salt/sand and chloride products. Discussion centered  
37 around salt/sand quantities and the amount of paving to take place. The paving  
38 discussion will continue along the budget process as it is a high price item and a  
39 policy directive moving forward.

40  
41 **C. Buildings & Grounds**

42 Keelty provided an overview of the proposed Buildings and Grounds Budget. It  
43 has a proposed increase of 28.16% (\$95,995) driven by a proposed new staff

44 position, other personnel costs and cemetery contracted services. Discussion  
45 took place regarding the needs of the Recreation Department and the capacity  
46 of the Buildings/Grounds Division to provide support. The Board asked for an  
47 evaluation of the system in place and to discuss further during the FY '18 budget  
48 process, as it is a resource issue to sort out.  
49

50 **VI. Executive Session Per V.S.A. Title 1 Section 313**

51 Palasik moved to find premature public knowledge about contract negotiations  
52 would cause the Town or person to suffer a substantial disadvantage. Second by  
53 Bartlett. **Approved unanimously.**  
54

55 Palasik moved to enter into Executive Session to discuss contract negotiations under  
56 the provisions of V.S.A. Title 1 Section 313 and include Barlow Casey and Wells.  
57 Second by Bartlett. **Approved unanimously.**  
58

59 Bartlett moved to close executive session, Second by Cushing. **Approved**  
60 **unanimously. Nolan closed executive session at 9:02 PM.**  
61

62 **There was no action as a result of executive session.**  
63

64 **I. Adjournment**

65 Bartlett moved to adjourn, Second by Cushing. **Approved unanimously. Nolan**  
66 **adjourned the meeting at 9:04 PM.**  
67

68  
69 Respectfully Submitted,  
70

71 \_\_\_\_\_ Date: \_\_\_\_\_  
72

73 John Palasik, Selectboard Clerk  
74

75 Filed with Milton Town Clerk's Office on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_  
76

**ATTEST:** \_\_\_\_\_ **Milton Town Clerk**