

Milton Special Selectboard Meeting

December 14, 2016 at 6:00 p.m.

Community Room of the Municipal Complex

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

Selectboard Members Not Present: Darren Adams; Chair

Staff Members Present: Donna Barlow Casey, Town Manager; Erik Wells, Director of Administration; Sarah Macy, Finance Director; Nathan Lavallee, WWW Superintendent; Dustin Keelty, DPW Operations Supervisor

Others Present: None

I. Call to Order

Nolan called the meeting to order at 6:00 PM

II. Flag Salute

Nolan led attendees in a salute of the flag

III. Agenda Review

None

IV. Public Forum

None

V. FY '18 Budget Discussions

A. FY '18 – FY '23 Capital Improvement Plan Preliminary Discussion

Macy presented a first draft spreadsheet listing out all the projects contained within the last year's capital plan. After discussion, it was determined that she would come back with a listing of the total project cost for each item and any funds allocated to date on projects. The discussion will continue in January.

B. Water/Wastewater Budgets

Lavallee provided an overview of the proposed FY '18 water and wastewater enterprise fund budgets. Leak detection has been successful, with water loss now under 10% from last billing cycle. Continued challenges are staff turnover, a water fund deficit, rising CWD rates and capital expenditures. Future challenges include repairs to the old Water Treatment Facility and future maintenance to the Wastewater Facility that is now 10 years old.

The wastewater fund has a proposed 3.77% increase (\$28,621) on the operating budget driven by personnel costs. Proposed \$45,000 increase for capital costs to

43 include a new sewer inspection camera and half the cost of replacing the 2007
44 Silverado pickup.

45
46 The water fund has a proposed 5.56% operating budget increase (\$46,250) also
47 driven by personnel costs and an increase to construction services to come
48 better in line with actuals from previous years. Capital costs proposed are
49 \$105,000 for new generator at the water plant, Railroad Street water line
50 engineering and half the cost of replacing the 2007 Silverado pickup.

51
52 Lavallee discussed looking at the rate structure for the water fund. Nolan
53 requested that with the presented budget to show operating deficits instead of
54 building on an assumed rate increase to balance the budget. Macy will make
55 those changes for the future discussions on these budgets.

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57 **C. Debt**
58 Macy shared an overview of the Town's debt service budget. The only addition is
59 the Bombardier Property purchase. After FY '18 the school addition will be paid
60 for.

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62 **D. Contingency**
63 Macy stated this has been level funded at \$40,000.

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65 **VI. Set FY '18 Budget Formation Additional Meeting Dates in January**
66 The Board will continue budget discussion during the January 4th regular meeting,
67 adding a special meeting on January 9th and on January 23rd if necessary.

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69 **VII. Adjournment**
70 Cushing moved to adjourn, second by Palasik. **Approved unanimously (Bartlett had**
71 **left the meeting early). Nolan adjourned the meeting at 7:51 PM.**

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73
74 Respectfully Submitted,

75
76 _____ Date: _____
77 John Palasik, Selectboard Clerk

78
79 Filed with Milton Town Clerk's Office on this _____ day of _____, _____

80
81 **ATTEST:** _____ **Milton Town Clerk**