

TO: Selectboard October 30, 2014
FROM: Patrick Moreland, Interim Town Manager
SUBJECT: Administrative Report

The following will summarize the proposed motions for those items on the Agenda for the Tuesday, November 4, 2014 Selectboard Meeting. It is anticipated that the Board will enter into executive session at 5:30pm to discuss three contract matters and potential litigation. The regular meeting will begin at 6:15pm.

7. LIQUOR COMMISSIONERS

- A. First Class Liquor License - Canal Street House of Pizza, Inc. The Board is asked to approve a first class liquor license for Dimitris Leristis for Canal Street House of Pizza, Inc., at 419 Canal Street. The business formerly known as Georgio's Pizza is under new ownership after Mr. Leristis recently acquired the restaurant from his father George. There are no outstanding taxes or fees. The application has been reviewed and approved by Brattleboro Fire and Brattleboro Police.

POTENTIAL MOTION: TO APPROVE A FIRST CLASS LIQUOR LICENSE FOR DIMITRIS LERISTIS FOR CANAL STREET HOUSE OF PIZZA, INC., AT 419 CANAL STREET.

8. WATER AND SEWER COMMISSIONERS - None

9. UNFINISHED BUSINESS - None

10. NEW BUSINESS

- A. Staffing Level Review – Brattleboro Police Department. Brattleboro Police Chief Michael Fitzgerald will be present to discuss staffing within the Police Department. The department is currently staffed with 27 sworn officers to cover all three shifts, 7 days a week, with a minimum staffing of 3 officers on at all times.

POTENTIAL MOTION: NONE

- B. Staffing Level Review – Department of Public Works. The Department of Public Works has a vacancy for a combined position between the Maintenance Division and the Highway Division. The Maintenance Division has 3.49 FT staff, while the Highway Division has 12.51 FT staff. This position is unique, and requires an extensive knowledge of vehicle maintenance and also is responsible for sidewalk snow plowing.

POTENTIAL MOTION: NONE

- C. Community Development Block Grant – Discussion. The Windham & Windsor Housing Trust (WWHT) is seeking support from the Town of Brattleboro to submit a CDBG application on their behalf to the Agency of Commerce and Community Development. The application would be for \$425,000, loan that will be matched by nearly \$2 Million in funds raised from other sources. The project involves rehabilitation of 5 Brattleboro properties already owned and maintained by WWHT. This will not be the formal public hearing, and no motion is required from the Board at this time. The meeting is intended to introduce the Board to the project and gauge

the level of support for an application that would be approved at a subsequent Board meeting.

POTENTIAL MOTION: NONE

D. FY16 Budget – *Discussion*

POTENTIAL MOTION: NONE