

APPROVED minutes
Town of Brattleboro Finance Committee

May 11, 2016
5:00 p.m.

Minutes by Paula Melton, Recording Clerk

Attending

Maya Hasegawa
Ralph Meima
Paula Melton, Recording Clerk
Franz Reichsman, Chair
Avery Schwenk
Carrie Storm

The meeting opened at 5:05 p.m. and adjourned at 6:15 p.m.

Deliberations

- Maya and Avery reported on their research regarding selectboard and school board remuneration throughout the state.
 - A guide presumably published by the State of Vermont recommends a minimum of \$1,000 per selectboard member.
 - Brattleboro pays its selectboard members as employees (W-2 positions) and its school board members as contractors (1099 positions).
 - Example towns: Middlebury pays \$2,700 per selectboard member and \$3,250 for the chair due to a recent raise. Bennington pays \$1,400 per member, including the chair.
 - Members found no state regulations governing these amounts.
- Carrie reported on her progress in learning more about our allocations to human services in the area (she hit an impasse).
- Franz reported on his research regarding town fleet management.
 - Initial interest was in police cars, but overall fleet management is the broader topic Franz would like us to address, with specific emphasis on police, fire, and public works.

- He shared a fleet management “scoring” system from Winston-Salem, North Carolina (see attachment).
- Franz shared information from a recent selectboard meeting, where enterprise budgets were the primary agenda item (solid waste, water/sewer, and parking budgets—all of which are run like businesses with separate books).
 - We discussed our role in addressing these budgets (they are quite large and technically should fall under our purview, but whom would we make recommendations to, and how?).
- We briefly discussed town school district business
 - Maya shared news that accelerated merger under Act 46 will not be pursued, removing the opportunity for tax breaks.
 - Carrie asked whether and how the finance committee could or should be involved in funding structures for pre-kindergarten.

Action Items

- Maya will continue her research of salaries for selectboard/city council members by looking into Rutland, Burlington, Springfield, and communities in neighboring states.
- Avery will find out if Brattleboro has a compendium of statewide salaries published by the Vermont League of Cities & Town.
- Avery will develop a list of further areas of research (e.g., how many hours of service we receive from board members, the cost of child care, advantages and disadvantages of “professionalizing” these elected positions).
- Carrie will invite a member of the human services committee to our next meeting.
- Franz will continue his fleet management research by speaking with the town manager and the department heads about their current approach, including how they track the vehicles and the cost of maintaining vs. replacing them.
- Franz will acquire a list of all vehicles owned by the Town.

Decisions

- Paula moved that we email town meeting representatives about the impending vote on enterprise budgets. The motion was defeated (3 opposed, 2 abstaining).
- We agreed to meet on the second Wednesday of each month for the foreseeable future.

**City of Winston-Salem
Vehicle Replacement Policy**

Vehicle Description:	Age/Miles:
Car	8 years / 100,000
Police Pursuit Car	6 years / 100,000
Pickup, Sport Utility Vehicle (Suburban), 1-ton truck	8 years / 100,000
Van (passenger & cargo)	10 years / 100,000
Medium & Heavy Dump Trucks, Utility Truck, Bucket Truck, Flatbed & Stakebed Truck	10 years / 120,000
Front Loading Refuse Truck	8 years / 100,000
Rear Loading Refuse Truck	10 years / 100,000
Construction Equipment:	
<i>Non landfill</i> - Track Loader, Track Backhoe, Rubber Tire Loader, Self-elevating Loader, Paving Machine, and Curbing Machine	10 years
<i>Landfill</i> - Track Loader, Scraper, Compactors, Articulating Dump Truck, and Track Dozer	5 years
Backhoe/Loader Combination	10 years
Forklift	15 years
Grader	10 years
Grounds & Small Engine Equipment: Tractor, Mower, Sprayer, Leaf Loader, Tar Kettles	10 years
Trailer Mounted Compressor	10 years
Skid-Steer Loader	10 years
Trailers and Non-Motorized Equipment: Snow Plow & Salt Spreader	15 years
Fire Apparatus:	
Engine Truck	10-15 years
Ladder Truck	15-20 years

Equipment is evaluated by five criteria: age, mileage, general overall condition, maintenance cost, and operating cost. Each vehicle is scored as follows to determine which units are ***eligible for replacement consideration***.

1. Year of Vehicle: One (1) point is assigned for each year of chronological age, based on “in-service date” of the vehicle.

2. Mileage: One (1) point is assigned for each 10,000 miles of operation. Equipment with hour meters will be

assigned points based on standard usage for specific equipment types.

3. General Overall Condition: This category takes into consideration the condition of the body, rust, interior condition, vehicular accident status, anticipated repairs, etc. A scale from one (1) to five (5) is used, with five (5) being extremely poor condition. Any ranking above three (3) will require a repair estimate.

4. Maintenance Cost: Points are assigned on a scale of one (1) to five (5) based on the total cost factor. The maintenance cost figure includes all repair and maintenance costs minus any costs associated with accident repairs. A five (5) would be equal to 100% or more of the original purchase price, while a one (1) would be equal to 20% of the original purchase price.

5. Operating Cost: Points are assigned using a scale of zero (0) **OR** three (3) based on the operating cost per mile of the vehicle. Operating costs include gas, preventive maintenance, annual inspections, and accessories (i.e., snow chains, washer fluid, decals, numbering, radios, cell phones, etc.)

POINT RANGES FOR REPLACEMENT CONSIDERATION

<u>Score:</u>	<u>Condition:</u>
Less than 8 points	I. Excellent
8 - 12 points	II. Good
13 - 17 points	III. Qualifies for replacement
Above 18 points	IV. Needs immediate replacement