

**BRATTLEBORO SELECTBOARD  
TUESDAY, NOVEMBER 4, 2014  
EXECUTIVE SESSION – 5:30PM  
REGULAR MEETING – 6:15PM  
MINUTES**

Selectboard members present: David Gartenstein, Kate O'Connor, David Schoales, John Allen, and Donna Macomber.

Staff present: Interim Town Manager Patrick Moreland, Town Attorney Robert Fisher, Finance Director John O'Connor, Police Chief Mike Fitzgerald, Police Captain Mark Carignan, Fire Chief Mike Bucossi, Assistant Fire Chief Peter Lynch, Highway/Utilities Superintendent Hannah O'Connell, Recreation & Parks Director Carol Lolatte, Grants Manager Kim Ellison, Planning Director Rod Francis, and Executive Secretary Jan Anderson.

Media present: Howard Weiss-Tisman representing the Brattleboro Reformer and John Snyder representing The Commons.

Others present: Ivan Bruneau, Holland Mills, Dimistis Leristis, Connie Snow, Isaac Wagner, ASL Interpreters Elizabeth Bjerke and Janet Dickinson, BCTV staff and volunteers, and others who did not sign the attendance sheet.

Chair Gartenstein called the meeting to order at 5:30pm in the BCTV studio, third floor of the Municipal Center. He confirmed that the meeting was officially warned.

**MOTION BY DAVID GARTENSTEIN TO ENTER EXECUTIVE SESSION TO DISCUSS LABOR RELATIONS AGREEMENTS WITH EMPLOYEES, TWO CONTRACTS, AND EVALUATION OF A PUBLIC OFFICER OR EMPLOYEE, AND TO MAKE A FINDING THAT PREMATURE GENERAL PUBLIC KNOWLEDGE WOULD CLEARLY PLACE THE MUNICIPALITY AND THE PEOPLE INVOLVED AT A SUBSTANTIAL DISADVANTAGE. THE INTERIM TOWN MANAGER AND TOWN ATTORNEY WERE INVITED TO ATTEND THE EXECUTIVE SESSION AT VARIOUS POINTS. MOTION CARRIED 5-0.**

Chair Gartenstein reconvened the meeting at 6:23pm.

***APPROVE MINUTES***

**MOTION BY DONNA MACOMBER TO APPROVE THE MINUTES FROM OCTOBER 17, OCTOBER 20, OCTOBER 21, AND OCTOBER 23, 2014. MOTION CARRIED 5-0.**

***CHAIR'S REMARKS***

Chair Gartenstein noted that today was election day and that the polls are open until 7:00pm. He encouraged voters to get out and vote.

***MANAGER'S COMMENTS***

None.

***SELECTBOARD COMMENTS AND COMMITTEE REPORTS***

Schoales said that the Financial Committee of Windham Solid Waste Management District had received and was reviewing proposals regarding single stream recycling. He said they were comparing the costs of the proposals to the costs of maintaining a dual stream procedure at least for another year while new regulations and procedures were taking place.

Gartenstein noted that the Brattleboro Reformer recently published an article indicating that a Western Avenue Scoping Study had been approved by the Traffic Safety Committee, but that was not correct. He said that the Committee discussed the plans in the Study and had concerns about them. He said that the Selectboard would discuss the Scoping Study at its November 18 meeting.

### **PUBLIC PARTICIPATION**

Holland Mills spoke about his concerns around the noise level at Metropolis Bar on Elliot Street and the insufficient response by the Police Department. He reviewed portions of the noise ordinance. Gartenstein asked Administration and the Police Department to look into the matter.

### **LIQUOR COMMISSIONERS**

#### **MOTION BY JOHN ALLEN TO CONVENE AS LIQUOR COMMISSIONERS. MOTION CARRIED 5-0.**

First Class Liquor License - Canal Street House of Pizza, Inc. Gartenstein said that the Board was asked to approve a first class liquor license for Canal Street House of Pizza, Inc., owned by Dimitris Leristis, located at 419 Canal Street. Leristis was present and said that he recently purchased Georgio's Pizza from his father and requested approval of the application for a first class liquor license. Moreland said there were no outstanding taxes or fees due from the applicant. There was a brief discussion by the Board.

#### **MOTION BY JOHN ALLEN TO APPROVE A FIRST CLASS LIQUOR LICENSE FOR DIMITRIS LERISTIS FOR CANAL STREET HOUSE OF PIZZA, INC., AT 419 CANAL STREET. MOTION CARRIED 5-0.**

#### **MOTION BY DONNA MACOMBER TO ADJOURN AS LIQUOR COMMISSIONERS. MOTION CARRIED 5-0.**

### **NEW BUSINESS**

Staffing Level Review – Brattleboro Police Department. Gartenstein said that the Board recently decided to extend the staffing level review policy for another six months and to review positions when they became available. Police Chief Fitzgerald and Captain Carignan were present to discuss the staffing requests for the Police Department. Chief Fitzgerald said that the department's staff was currently short by three officers and he requested hiring three new officers so the officers could start at the Police Academy in February. There was some discussion by the Board about normal staffing levels and procedures, officers that had recently resigned, and training and keeping new officers.

#### **NO ACTION TAKEN.**

Staffing Level Review – Department of Public Works. Highway/Utilities Superintendent O'Connell said there was a vacancy in the Department and the open position was a combination of highway equipment operator and mechanic 4. She said that the position was created four years ago when a full-time position had been eliminated due to budget reductions, and the position now was a unique combination with 49% of the time in the maintenance division and 51% in equipment operation. She said that a candidate would need experience with heavy equipment operation as well as mechanic skills. There was some discussion by the Board.

#### **NO ACTION TAKEN.**

Community Development Block Grant – Discussion. Gartenstein said that representatives from Windham & Windsor Housing Trust (WWHT) were present to provide information on a possible CDBG (Community Development Block Grant) application. Kate O'Connor recused herself from the matter because she had been appointed by the Governor to the State Community Development Board, and agreed with the State that she would not participate in such a matter at the Selectboard level. WWHT representatives, Connie Snow and Isaac Wagner, were present and requested that the Board support and sponsor WWHT's application to the Agency of Commerce and Community Development for CDBG funds in the amount of \$425,000. Snow said that the funds would be used to renovate five properties owned by WWHT, especially for energy improvements. She said that WWHT would write the application but the municipality would be the applicant, and the grant would then be passed through to WWHT. Snow and Wagner spoke about the anticipated upgrades which would cost about \$2.3 million in total construction costs. There was discussion by the Board about the upgrades, energy concerns, administrative costs, Brattleboro residents served, and other general matters. Gartenstein asked that when the application came to the Board for

approval that WWHT provide information on the number of Brattleboro residents served and that the application include a provision for reimbursement to the Town for administrative costs.

**NO ACTION TAKEN.**

FY16 Budget – Discussion. Gartenstein said that Administration presented the Board with a first draft of a proposed FY16 budget, and he asked the Board members to discuss how to proceed with determining the budget. Moreland discussed some aspects of the proposed budget, including operating and capital budgets. Each Board member commented on their concerns and considerations in development the FY16 budget. There was also discussion about changes in the trash procedures and costs, Police-Fire improvement project, capital needs, operating costs, possible service cuts, unassigned fund balance, and property taxes. The Board asked Administration for a list of possible cuts to the budget in the amount of 1% to 2% either in individual items or by departments, and to set a working meeting with Department Heads in the next two to three weeks.

**NO ACTION TAKEN.**

***CORRESPONDENCE AND MEETINGS***

Allen read the dates and times of Town committee meetings and other upcoming events.

There was no further business.

**MOTION BY DONNA MACOMBER TO ADJOURN AT 7:40PM. MOTION CARRIED 5-0.**

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David Schoales, Clerk