

**BRATTLEBORO SELECTBOARD
MONDAY, DECEMBER 21, 2015
EXECUTIVE SESSION – 6:00PM
SPECIAL MEETING – 6:15PM
MINUTES**

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

Staff present: Town Manager Peter Elwell, Assistant Town Manager Patrick Moreland, Finance Director John O'Connor, Library Director Jerry Carbone, Town Clerk Annette Cappy, Fire Chief Mike Bucossi, Assistant Fire Chief Peter Lynch, Police Chief Mike Fitzgerald, Police Captain Mark Carignan, Public Works Director Steve Barrett, and Executive Secretary Jan Anderson.

Media present: Tim Johnson representing WTSA.

Others present: James Banslaben and George Reed-Savory.

Chair Gartenstein called the meeting to order at 6:00pm in the Hanna Cosman meeting room in the Municipal Center. He confirmed that the meeting was officially warned.

MOTION BY DAVID GARTENSTEIN TO ENTER INTO EXECUTIVE SESSION TO DISCUSS CONTRACTS, LABOR RELATIONS AGREEMENTS WITH EMPLOYEES, PENDING OR PROBABLE CIVIL LITIGATION TO WHICH THE PUBLIC BODY IS OR MAY BE A PARTY, BASED ON A FINDING THAT PREMATURE GENERAL PUBLIC KNOWLEDGE WOULD CLEARLY PLACE THE TOWN AND OTHER PEOPLE INVOLVED AT A SUBSTANTIAL DISADVANTAGE. THE TOWN MANAGER WAS INVITED TO ATTEND. MOTION CARRIED 5-0.

Gartenstein reconvened the meeting at 6:20pm.

CHAIR'S REMARKS

Chair Gartenstein wished everyone happy holidays.

MANAGER'S COMMENTS

Town Manager Elwell wished everyone happy holidays.

SELECTBOARD COMMENTS AND COMMITTEE REPORTS

Board members wished everyone happy holidays. Schoales reminded the public that several holiday celebrations were taking place and invited them to attend.

PUBLIC PARTICIPATION

None.

UNFINISHED BUSINESS

Police-Fire Facilities Project – *Continued Discussion*. Gartenstein said that he asked the matter to be added to the agenda because some Board members indicated they wanted the public's input about how to proceed with the Police-Fire Facilities Project. He said that a questionnaire to be distributed to the public had been suggested as a method to gather input. He asked the Board members and Department Heads to send the Town Manager any questions they would like included on the questionnaire by December 28, so the matter could be discussed at the January 5, 2016 Selectboard meeting. Elwell discussed some possible ways to distribute and receive the questionnaire, including paper, electronically and through social media. He also said that if the Board chose to do so, another public session could be scheduled in late January to receive public input on the project. He said that tours of the Police Station

and both Fire Stations would be scheduled every Tuesday evening in January from 5:00pm to 6:00pm prior to the Selectboard meetings so that the public could tour the facilities and then go to a Selectboard meeting to discuss the project. George Reed-Savory asked for information on the cost to operate an additional building if the Police Department moved to the proposed Putney Road location and for additional information about safety measures in the Police Department. He also said there was public sentiment that the Board did not listen so public participation was low. There was some discussion by the Board.

NO ACTION TAKEN.

NEW BUSINESS

FY17 Budget Proposal – Presentations

- (i) Town Manager's Office*
- (ii) Solid Waste Fund*
- (iii) Heating Oil*
- (iv) Gasoline and Diesel*
- (v) Electricity*
- (vi) Employee Wage Increase*
- (vii) Capital Expenditures*
 - Projects*
 - Equipment*
- (viii) Use of Fund Balance*
 - To Pay Down Debt*
 - To Reduce Property Tax Increase*
- (ix) Other*

Town Manager Elwell provided the Board with a memo, dated December 18, 2015, outlining the remaining items of the proposed budget to be addressed at this meeting. He spoke in detail about each item. There was much discussion by the Board about the items and the proposed budget. There was additional discussion about the use of the fund balance. The Board asked Administration to provide additional information pertaining to budgetary matters and to prepare a table with the effect on the property tax rate using several possible budget scenarios, including the various alternatives for improvements to the Police and Fire stations. The Board also agreed to add the FY17 budget to the January 5 agenda for further discussion and possible approval.

NO ACTION TAKEN.

There was no further business.

MOTION BY JOHN ALLEN TO ADJOURN AT 7:35PM. MOTION CARRIED 5-0.

David Schoales, Clerk