

MEMORANDUM



To: Selectboard
From: Peter B. Elwell, Town Manager
Re: Administrative Report
Date: December 13, 2019

The following will summarize the proposed motions for the Selectboard meeting on Tuesday, December 17, 2019, at 6:15pm in the Selectboard Meeting Room.

9. UNFINISHED BUSINESS

- A. Continued Consideration of Municipal Broadband
Following several previous discussions, the Selectboard directed staff to participate in the planning for a possible regional municipal broadband system in southeastern Vermont and to send a letter to a State study group supporting the availability of general obligation bonds as a potential funding source for municipal telecommunications infrastructure. Staff has followed-up on both actions. The study group has issued its report and recommends against allowing the use of general obligation bonds at this time. The early preparations for the regional broadband planning process have begun and that process will begin in earnest in January of 2020. Selectboard member Dave Schoales requested that the Selectboard further consider this matter at the December 17 meeting.

NO ACTION IS REQUIRED ON THIS ITEM.

10. NEW BUSINESS

- A. Financial Report – Monthly Report, November
Town Manager Peter Elwell will present the monthly financial report for November 2019.

NO ACTION IS REQUIRED ON THIS ITEM.

- B. Errors and Omissions to Grand List – Assessor’s Office
The Board is asked to approve changes in the 2019 Grand List, as set forth in the memorandum dated December 12, 2019, from Town Assessor Jenepher Burnell.

POTENTIAL MOTION: TO APPROVE CHANGES IN THE 2019 GRAND LIST, AS SET FORTH ON THE REPORTS ENTITLED “ERRORS AND OMISSIONS SCHEDULE 2019 GRAND LIST” AND “ERRORS AND OMISSIONS SCHEDULE 2019 TAX STABLIZATION” FROM TOWN ASSESSOR JENEPHER BURNELL.

- C. Windham-Windsor Housing Trust 2016 Scattered Site Grant Close-Out – Public Hearing
The Board is asked to hold a public hearing in order to close out the Windham-Windsor Housing Trust 2016 Scattered Site Grant, as set forth in the memorandum dated December 3, 2019, from Grants Manager Kim Ellison.

NO ACTION IS REQUIRED ON THIS ITEM.

D. FY21 Proposed Budget

(i) Review Current Status

(ii) What Decisions Still Need to be Made?

(iii) What Information is Needed for Decisions that Still Need to be Made?

(iv) Schedule of Meetings for January 2020

The Selectboard has completed its initial review of every line item in staff's proposed FY21 budget. Town Manager Elwell's memorandum dated December 11, 2019, provides the current status of the budget and a list of the unfinished budget topics that the Selectboard has identified as needing more information and/or more review. The Selectboard will confirm or correct the information on the list of unfinished items and will set its meeting schedule for finalizing the Selectboard's recommended budget during January of 2020.

NO FORMAL ACTION IS REQUIRED ON THIS ITEM.

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