

**BRATTLEBORO SELECTBOARD
TUESDAY, DECEMBER 13, 2016
SPECIAL MEETING – 5:30PM
GIBSON AIKIN CENTER, SENIOR CENTER ROOM
MINUTES**

Selectboard members present: David Gartenstein, Kate O'Connor, Dave Schoales, Richard DeGray, and John Allen.

Staff present: Town Manager Peter Elwell, Assistant Town Manager Patrick Moreland, Finance Director John O'Connor, Town Assessor Russell Rice, Planning Director Rod Francis, Library Director Starr LaTronica, Recreation & Parks Director Carol Lolatte, Town Attorney Robert Fisher, and Executive Secretary Jan Anderson.

Media present: Staff and volunteers from BCTV.

Others present: William Isch, Pamela Becker, Jennifer Rowe, Robert Stack, Jane Southworth, Franz Reichsman, ASL interpreters Janet Dickinson and Elizabeth Fox, and others who did not sign the attendance sheet.

Chair Gartenstein called the meeting to order at 5:30pm in the Gibson Aiken Center in the Senior Center Room. He confirmed that the meeting was officially warned.

CHAIR'S REMARKS

None.

MANAGER'S COMMENTS

Town Manager Elwell thanked members of the Department of Public Work for their pre-storm efforts and post-storm work in cleaning the streets after the recent snow storm. He also announced that snow would be removed from the streets during the overnight hours tonight and tomorrow.

SELECTBOARD COMMENTS AND COMMITTEE REPORTS

DeGray noted the beneficial change in clearing the sidewalk intersections from snow and ice, and also suggested enforcement or changes to the ordinances for businesses that did not remove snow from the sidewalks in front of their businesses. There was a brief discussion.

Allen noted that a spirited discussion took place at the Windham Solid Waste Management District meeting last Thursday and said that the Selectboard would discuss it further at an upcoming regular meeting.

PUBLIC PARTICIPATION

None.

NEW BUSINESS

FY18 Budget

- (i) Town Manager*
- (ii) Finance*
- (iii) Assessor*
- (iv) Planning*
- (v) Library*
- (vi) Recreation & Parks*

(i) *Town Manager.* Town Manager Peter Elwell presented and discussed the proposed FY18 Town Manager revenue and expense budgets. There was a brief discussion.

NO ACTION TAKEN.

(ii) *Finance.* Finance Director John O'Connor presented and discussed the proposed FY18 Finance Department revenue and expense budgets. There was a brief discussion.

NO ACTION TAKEN.

(iii) *Assessor.* Town Assessor Russell Rice presented and discussed the proposed FY18 Assessor's Department revenue and expense budgets. There was a brief discussion.

NO ACTION TAKEN.

(iv) *Planning.* Planning Director Rod Francis presented and discussed the proposed FY18 Planning Department revenue and expense budgets. There was a brief discussion.

NO ACTION TAKEN.

(v) *Library.* Library Director Starr LaTronica presented and discussed the proposed FY18 Library revenue and expense budgets. She added that her department was unique in that it received Town funds and endowment funds. She said the endowment funds were carefully supervised by the Library's Board of Trustees. There was a brief discussion about the budget, additional revenue source, and increasing the Library hours.

NO ACTION TAKEN.

(vi) *Recreation & Parks.* Recreation & Parks Director Carol Lolatte presented and discussed the proposed FY18 revenue and expense budgets. She reviewed the specific line items with notable increases and decreases from the current budget. DeGray inquired about increasing snack bar revenue, extending the swimming pool season, making the Creamery Bridge an event rental space, the skating rink and swimming pool improvements, replacing summer help with a lawn service, improvements to the Gibson Aiken Center, and improvements to the two parking lots behind the Gibson Aiken Center. There was some discussion about various aspects of the budget and the other matters that were raised.

NO ACTION TAKEN.

Elwell said that additional budget discussions would take place on nearly every Tuesday evening over the next few weeks.

Deliberative Session – Bittersweet Lane. Gartenstein announced that the Board would enter into deliberative session to discuss the pending Bittersweet Lane matter. He said that the Board would also enter into executive session to discuss contracts and that no decision would be made in the executive session. He noted that the Board would reconvene in public after the sessions were complete but that no further business would be conducted at that time.

MOTION BY DAVID GARTENSTEIN TO ENTER DELIBERATIVE SESSION TO DISCUSS THE BOARD'S DECISION ON THE BITTERSWEET LANE APPLICATION. THE TOWN ATTORNEY AND TOWN MANAGER WERE INVITED TO ATTEND. HE ALSO MOVED TO ENTER EXECUTIVE SESSION TO DISCUSS CONTRACTS WHERE GENERAL PREMATURE KNOWLEDGE WOULD PLACE THE MUNICIPALITY, PEOPLE INVOLVED, AND THE SELECTBOARD AT A SUBSTANTIAL DISADVANTAGE. THE TOWN MANAGER AND THE TOWN ATTORNEY WERE INVITED TO ATTEND. MOTION CARRIED 5-0.

Gartenstein reconvened the public meeting at 7:50pm. There was no further business.

MOTION BY JOHN ALLEN TO ADJOURN AT 7:50PM. MOTION CARRIED 5-0.

David Schoales, Clerk