Selectboard members present: Kate O’Connor, Brandie Starr, Tim Wessel, John Allen and David Schoales.

Staff Present: Town Manager Peter Elwell, Assistant Town Manager Patrick Moreland, Highway/Utilities Superintendent Hannah Tyler, Library Director Starr LaTronica, and Executive Secretary Jan Anderson.

Media present: BCTV staff and volunteers.

Others present: Matthew Ronconi, Franz Reichsman, Emilie Kornheiser, ASL interpreters Elizabeth Fox and Janet Dickinson, and others who did not sign the attendance sheet.

Chair O’Connor called the meeting to order at 6:15pm. She confirmed that the meeting was properly warned.

PUBLIC PARTICIPATION
None.

UNFINISHED BUSINESS
None.

NEW BUSINESS

FY19 Budget –
(i) Human Resources Professional
(ii) Sustainability Officer
(iii) Sidewalk Plow and Sidewalk Plow Operator
(iv) Streetlights
(v) Recommendation from Representative Town Meeting’s Human Services Review Committee
(vi) Social Action Initiatives
   (a) Diversity/Inclusion/Equity
   (b) Day Work Jobs Program
   (c) Other
(vii) Miscellaneous Requests from Non-Profit Organizations
   (a) Green Up Vermont
   (b) Southeast Vermont Watershed Alliance
   (c) Southern Vermont Therapeutic Riding Center
(viii) Other Potential Increases in Levels of Service

Town Manager Elwell provided a brief summary about several discussions previously held by the Board addressing the proposed FY19 budget. He said much of the discussion at this meeting would involve a variety items that would increase levels of service.

(i) Human Resources Professional. Elwell then discussed his request to add a Human Resources Professional to the management team as set forth in his memo dated December 11. He said that the HR professional would be responsible for proactively keeping current on HR requirements, implementing HR rules and best practices, and protecting against downside risks and liabilities. He said he believed it was such an important matter that an amount of $60,000 for the salary for the HR professional was included in the proposed budget. O’Connor noted that additional costs would also be incurred for benefits and the amounts would increase in the following year. There was much discussion by the Board. The Board asked for additional data from staff and agreed to continue the discussion at a later meeting.
(ii) **Sustainability Officer.** Elwell said that the Board previously discussed the possibility of hiring a Sustainability Officer and information presented earlier was contained in the memo from Assistant Town Manager Moreland, dated October 11. He discussed many matters already being accomplished by the current staff model. There was a short discussion by the Board. The Board agreed to drop the matter from consideration at this time.

(iii) **Sidewalk Plow and Sidewalk Plow Operator.** Highway/Utilities Superintendent Tyler discussed adding an additional staff member to the Utilities Division who would also be dedicated to the operation of a second sidewalk plow, if the Board decided to fund a second plow, as set forth in her memo dated December 11. She said that the Utilities Fund would generally fund the staff position but she requested an additional $10,000 in the Public Work’s overtime account in the General Fund to pay for storm-related overtime. There was some discussion by the Board. The Board agreed to continue the discussion at a later time.

(iv) **Streetlights.** Highway/Utilities Superintendent Tyler discussed the replacement of Mercury Vapor Luminaires (MVL) to Light-Emitting Diode Luminaires (LEDs) throughout Town, as set forth in the memo dated December 8. She clarified that MVL bulbs were measured in watts (power) and LEDs were measured in lumens (brightness). She discussed the conversion of LEDs within each of 3 zones starting in 2012 which had saved approximately $65,000 per year in electricity costs. She then discussed some matters to consider in order to increase the amount of light in the downtown district. She suggested hiring an engineer at a cost of $20,000 who would be an expert in lighting to provide recommendations on how to move forward. There was much discussion by the Board. The Board agreed to remove the cost of an engineer from budget considerations but requested additional information about adding larger LEDs to the downtown fixtures and to consider alternative lighting sources and/or fixtures.

(v) **Recommendation from Representative Town Meeting’s Human Services Review Committee.** Emilie Kornheiser, member of the Human Services Review Committee, discussed the Committee’s funding recommendations in the amount of $146,000 to be provided to Representative Town Meeting (RTM) for approval. She discussed matters that the Committee considered in making its recommendations and the reasons for increasing the requested funding by $26,000 over last year’s recommendations. Elwell clarified that the Committee was a RTM committee and its recommendations would be added to the RTM Warnings; however, the Board could request that RTM consider an alternative amount of funding. Franz Reichsman, from the RTM Finance Committee, suggested that the Committee’s minutes contain more content. There was some discussion by the Board, including questioning the balance between human services and activist-type organizations and whether it was a requirement that funding recipients be non-profit organizations. The Board agreed to hold further discussions in January about the amount of funding it would recommend.

(vi) **Social Action Initiatives**
   (a) **Diversity/Inclusion/Equity**
   (b) **Day Work Jobs Program**
   (c) **Other**

Elwell summarized the discussions and efforts that the Selectboard and staff had previously discussed and endorsed regarding diversity, inclusion and equity, as set forth in his memo dated December 11. He then discussed some collaborative efforts being formulated with Josh Davis, from Groundworks Collaborative, about the potential of a daily jobs program. He said that more logistical details needed to be worked out before it was clear whether such a program could be formed and scaled to function in Brattleboro. He said that if the program came together, a monetary commitment from the Town in the proximity of $30,000 would likely be required and would be combined with other funding matches or grants. He said that he would continue to work on the development of the job program and would provide more concrete information in January. There was some discussion by the Board and it agreed to continue to discuss the matter in January.

(vii) **Miscellaneous Requests from Non-Profit Organizations**
   (a) **Green Up Vermont**
   (b) **Southeast Vermont Watershed Alliance**
   (c) **Southern Vermont Therapeutic Riding Center**
(a) O’Connor announced that Green Up Vermont was requesting a contribution from the Town for $300. After a brief discussion, the Board agreed to discuss the matter again in January when finalizing the budget.

(b) O’Connor said that Southeast Vermont Watershed Alliance (SEVWA) was requesting funding from the Town. Stuart Strothman from SEVWA spoke about the request and noted that the Town previously contributed to SEVWA in the amount of $1,350. There was some discussion by the Board. O’Connor requested additional information about contributions from other towns and funding sources. The Board agreed to discuss the matter again in January.

(c) O’Connor said that Southern Vermont Therapeutic Riding Center was requesting funding in an undefined amount. There was a brief discussion and the Board generally agreed to remove this matter from budget considerations.

(viii) Other Potential Increases in Levels of Service
Elwell asked the Board if there were any other matters to discuss in connection with the proposed budget. Wessel suggested adding some money to assist the completion of the skatepark. Allen agreed and suggested adding the sum of $20,000 to the budget for the project. Franz Reichsman, from the Finance Committee, asked if this matter would be added to the budget or would be a separate Article on the Town Meeting Warning. There was some discussion by the Board and it agreed to discuss the matter again in January.

Elwell said that he would provide a comprehensive list of unfinished budget business for the Board to discuss at its next meeting on December 19. There was a brief discussion by the Board.

There was no further business.

MOTION BY JOHN ALLEN TO ADJOURN AT 8:20PM. MOTION CARRIED 5-0.

Tim Wessel, Clerk