

Waterford Selectmen's Meeting
Monday, December 10, 2018
Town Clerk's Office

Attendees:

Selectmen: Gary Allard, Fred Saar, Bill Piper

Road Foreman: Lisle Houghton

Town Clerk: Jessy Pelow

Treasurer: Steven Eddy

Listers: Mike Keach

Citizens: Dave Morrison, Kevin Gillander, Kim & Bernard Willey

Opening: Fred opened the meeting at 7:30pm.

Modification of Agenda: Fred added "Jennifer D'Agostino Resignation" under Town Board Representative, "Animal Control Ordinance" under old business and "Del. Tax Collector" under new business.

Approval of Minutes: Bill made the motion to approve the November 1st minutes. Gary seconded the motion. All approved. Orders were signed, and budget report was presented to date.

Town Board Representative: Jennifer D'Agostino is resigning as the clerk of the DRB & PB at the end of December 2018. Selectboard state that the DRB and & PB will be responsible for their own minutes. The Listers made the following changes to the grand list (see attached). Bill made the motion to approve the attached Lister changes to the grand list. Gary seconded the motion. All approved.

Citizens' Concerns: David brought up discussion regarding Ken Aldrich's proposal of interstate on-ramps by the Rte. 18 bridge and that it is a good idea. The Selectboard stated that VTTrans is aware of the proposal and that nothing final has been proposed right now. David expressed his concern about Ben Lyons pond off Mad Brook Road. He stated that it appears the pond is not draining correctly as it is close to the top of the roadway. Gary will touch base with Ben Lyon about the issue. David also noted that the underpass on Mad Brook Road appears to be in poor condition and eroding. Lisle will inform Shauna Clifford at the State of VT.

New Truck Update: Fred reviewed the bid analysis process (copy attached) and the truck and body that are being recommended, and the recommendation to lease the vehicle rather than purchase. After discussion by the Selectboard, Bill made a motion to lease the new vehicle with a \$50,000 down payment and annual lease payments in advance. Gary seconded the motion and the motion passed unanimously.

Fencing Town Garage & Dump Update: Fence installed, waiting for motor to be connected & remotes to be delivered.

Bullock Gravel Pit Proposal Update: Kim & Bernard Willey expressed their concerns regarding the potential pit. They are concerned with potential home depreciation for theirs and surrounding neighbors. No action taken.

Other: Lisle compiled a list of residents who are plowing across roads. Warning letters will be mailed to those residents.

Recycling Committee Update: Andrea emailed a report from the committee which included simple updates.

Unified Development Bylaw Update: This will remain as is until January.

Rabies Vaccination for Animal Control Officer Update: Fred researched and found it is not recommended for Animal Control Officers.

Animal Control Ordinance: Selectboard will review for minor corrections.

Date for Annual Town Officers Meeting: Meeting set for January 14, 2019 at 7PM at the Town Office.

Letter from Resident: Resident living on Stonybrook Road submitted a letter to the Selectboard regarding their opinion of inadequate plowing at the Stonybrook turnaround area. Gary will follow up.

Sheriff's Service Contract: Selectboard signed the 2019 Sheriffs Service Contract.

Website Maintenance: Jessy will reach out to VLCT and fearless computing for recommendations.

Set Date for 2019 Budget Meeting: The Selectboard set meeting dates of January 7th at 3:30pm and January 10th at 8:30am at the Town Office.

Del. Tax Collector: Fred reported on his conversations with the Municipal Assistance Center at VLCT regarding the term of the Delinquent Tax Collector when they are appointed rather than elected. The appointment for 2018 did not include a term, and VLCT recommended assuming a term of one year. Future appointments should specify the one-year term.

Other: Tax Sales for the Town of Waterford will be held on December 29th at 9AM at the Town Clerk's Office and Fred will attend.

Adjourn: Bill made the motion to adjourn. Gary seconded the motion. The meeting adjourned at 9:15pm.

Approved:
Date:

Jessy Pelow
Town Clerk

Nov 28, 2018

Changes in Grand List

Board of Selectmen,

The following changes were made to the Grand List due to Current Use updates from the State of Vermont:

Sheryl Whitehill – Increase of \$12,900 and split into two parcels due to land sale, \$85.94 increase in taxes.

Wilson Trust received refund of \$94.44 due to increase in Land Use payment due to farm buildings assessment moved from homestead to non-residential.

Paul and Rosemary Gingue - received refund of \$135.39 due to increase in Land Use payment due to farm buildings assessment moved from homestead to non-residential.

Board of Listers

Howard Remick

11/28/18

Lislie C. Blodgett

11-28-2018

Michael Reese

11-28-2018

**Waterford Highway Department
Replacement Dump Truck Analysis
Truck #4 - 2007 International**

Bid Process

- Lisle developed the desired specification for the replacement truck;
- The specifications were sent to three dealers for quotes (one dealer quoted two different manufacturers);
- Lisle reviewed the dealer responses to confirm the equipment quoted conformed to the specifications he provided.

Bid Responses - Truck

<u>Dealer</u>	<u>Manufacturer</u>	<u>Truck Model</u>	<u>Cost</u>
R.R. Charlebois ^{Note 1}	Western Star	4700SF	\$119,100
R.R. Charlebois	Freightliner	114SD	\$124,225
McDevitt Truck, Inc.	Western Star	4700SF	\$118,181
Clark Truck Center ^{Note 2}	International	HV613 SBA	\$103,172

Note 1: Quote provided by Dealer included an automatic transmission. Dealer advised to deduct \$10,000 for a manual transmission from the quote they provided

Note 2: International has branded their model quoted as a "Contractor Grade" vehicle which appears to denote a lighter duty truck than is required by the Highway Department. Service for the International Trucks is in Jericho, VT which is approximately a 2 ½ hour trip (one way) when a truck needs service.

Bid Responses – Body

Tenco	\$63,504
HP Fairfield	\$63,460
Viking Cives USA	\$64,800

Recommendation

Acquire the Western Star 4700SF sold by McDevitt Truck Inc.	\$118,181
Acquire the body quoted by Tenco	<u>\$63,504</u>
Total	\$181,665

- ✓ Service on the Western Star is available in Lancaster, NH, which is approximately a 1 hour trip (one way).
- ✓ The Tenco body is \$44.00 more expensive than the Fairfield body. We do not consider this a significant difference and are recommending Tenco based on our experience with the vendor.

Acquisition Strategy

The current Equipment Fund balance is \$ 293,163.52

We recommend leasing the vehicle for the following reasons:

- Leasing reduces the cash outlay required at a modest interest cost;
- Municipal leases in Vermont include a clause that the equipment can be returned if the Town does not appropriate funds for the lease.
- The lease payment options (down payment, payments in advance, payments in arrears) provide options for managing cash flow

Leasing Options (with Dealers leasing company)

<u>Payments</u>	<u>Down Payment</u>	<u>Annual Payment</u>
In Advance	\$0.00	\$29,645.33
In Advance	\$25,000.00	\$25,574.51
In Advance	\$50,000.00	\$21,503.69
In Arrears	\$0.00	\$31,043.00
In Arrears	\$25,000.00	\$26,780.25
In Arrears	\$50,000.00	\$22,517.51

Truck 4 accumulated \$28,478 in "use" charges from January thru October 2018. Annualized this is equal to \$34,174.00 per year.

We recommend paying \$25,000 down and using payments in advance. This will require a payment of \$50,574.51 when the truck is delivered.

Please note that figures provided are based on interest rates, etc. as of December 7, 2018 and may vary slightly.