

Town of Starksboro
Selectboard Special Meeting Minutes
November 27, 2018
Unapproved

Board members present: Koran Cousino, Peter Marsh, Keegan Tierney

Unable to attend: Eric Cota, Tony Porter

Others present: Peter Ryersbach, Robert Turner, Rebecca Elder

The meeting was called to order by Chair Koran Cousino at 5:30 p.m.

Changes to the agenda:

1. VLCT presentation cancelled due to weather; the board will review proposal and ask questions either by phone or a future meeting (proposals distributed).

EV station grant

The Selectboard signed the completed grant application per the motion approved on 11/4/18. The grant application also requires the signature of the Planning Commission chair, with a resolution by the PC. The Energy Committee will follow up with the PC.

The Selectboard appreciates and values the PC's input on the EV charging station for the municipal commuter lot and encourages the Energy Committee to have an ongoing dialog with the PC regarding future placement of the potential station and other related topics (signage, zoning issues, other connected municipal priorities).

Budget Discussion

Koran distributed copies of a working draft of the budget using the same format as last year (and what appears in the town report) and insert potential target amounts in various categories. Robert Turner can provide further details on some budget questions based on the QuickBooks files.

The Board focused on discussing a range of budget line items that will have significant effects on the budget, including expecting at least one new hire on the road crew (anticipating Tom Estey's planned retirement in Fall 2019) and increases to healthcare benefit costs and major maintenance.

The ZA and the Board discussed the Acting Zoning Administrator role and agreed that the hours are only upon request by the ZA in cases of unanticipated illness or absence or a conflict of interest. This is not an administrative assistant role (as had been used occasionally in past years).

Board members discussed various town positions and classifications (elected, appointed, and hired), cost of living increase recommendations, hourly wage increases to be considered, and some benefits related questions.

Town Auditors Robert Turner and Peter Ryersbach attended the budget discussion. They described the role the auditors have played in the past few years in the budgeting process and asked how they can be helpful to the Board this year. The auditors dedicate hours each month, quarterly, and annually reviewing the town's bookkeeping and producing information for the town report and Town Meeting. (There are currently two of three auditor positions filled.)

Items to note:

1. Peter proposed changing the major maintenance budget to \$15K; Keegan agreed. (This had been the amount in previous years but was reduced in FY17-18 to \$10K.)

2. Painting was more than anticipated this fiscal year due to miscommunication. All agreements should be in writing going forward, in addition to the quoted information.
3. Get quotes on generator vs. Tesla battery wall for comparison
4. [COLA increase recommendation](#) from Social Security Administration is 2.8% (10/18)
5. Include line item for bookkeeping services and/or payroll
6. Breakout lines for Assistant Clerk and Assistant Treasurer budgeted amounts
7. Zoning related income – why was the income higher in FY17-18? Was that grant income?

Paving reserve schedule and grant installments – Review with Tom at the next meeting.

Post all town office and board positions in the Gazette, on Front Porch Forum, and Facebook.

- Lister (3 yr)
- Auditor (3 yr)
- Cemetery Commissioner (1 yr and 3 yr)
- Selectboard (2 yr and 3 yr)
- Planning Commission (3 positions, 3 yr)
- Library Trustees (2 positions, 3 yr)
- Town Agent to Prosecute & Defend Suits (1 yr)
- First Constable (1 yr)
- Second Constable (1 yr)
- First Grand Juror (1 yr)

Motion to adjourn: Peter Marsh moved and Keegan Tierney second.

Motion carried.

Respectfully submitted,

Rebecca Elder

Selectboard Assistant