

Starksboro Selectboard Special Meeting  
Minutes of 1/12/22  
Unapproved

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**Board members present:** Nancy Boss, Eric Cota, Koran Cousino, John Painter, Carin McCarthy  
**Others present:** Rebecca Elder, Robert Turner, Mark Kingsley

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The meeting was called to order at 6:00 p.m. by Koran Cousino at the Town Clerk's office and via Zoom.

### Changes or Additions

Update on CLA and reappraisal - Koran

### Visitor's Business – none

### Budget discussion

- Mark and Robert presented revised budget draft and updated schedules for the complete budget that incorporated all notes and suggestions from the past several meetings. Paper copies were distributed.
- The board reviewed line by line.
- Eric proposed consideration of a Town Administrator position. He said the town needs more administration and perhaps the position could be shared with another town. New Haven had recently posted for a part-time Town Administrator. He suggested 20 hours per week. Koran agreed that more help with legal issues and communication, HR, and other town management work would be helpful to the chair. Eric proposed designating some of the surplus funds to fund the position for the first year starting in July. Other board members agreed it would be a good conversation to have but need more information about town administrator job descriptions, how it compares to town manager model, how it would differ from the SB Asst role or if responsibilities would need to shift for minutes, etc. Rebecca will send information from other towns as examples for review at next meeting. No decisions were made.
- Budget includes recommended COL increases and adjustments for staff based on market rates. Mark provided information in the insurance plans, benefits package costs and budget impacts, and projections.
- Robert explained various changes made to the projections on reserve funds and replacement schedules. Tony provided recommendations on the road equipment reserve and paving reserve.
- Road reserve – '31-'32 adjusted appropriation from 4 to 5% (\$1000 diff.) to help spread the debt across the next 10 years. Trade values may fluctuate.
- Fire reserve – dropped appropriation from 4 to 3%; have a \$38K balance in the fund.

Town Meeting planning: Keegan Tierney will join for the 2<sup>nd</sup> mtg in Feb. to plan for the informational town meeting. A special practice meeting for Zoom webinar testing may be scheduled as needed.

**Motion:** John Painter moved to adjourn at 7:35 p.m. Nancy Boss second.  
**Motion approved unanimously.**

Respectfully submitted,  
Rebecca Elder, SB Assistant

Next regular meeting 1/18/22  
**TOWN MEETING – FEBRUARY 26, 2022**