

1 **TOWN OF WAITSFIELD, VERMONT**
2 **Selectboard Meeting Minutes**
3 **Joint Meeting with Fayston Selectboard**
4 **Tuesday, December 12, 2023**

5
6 **I. Attendees**

7 Members Present: Chach Curtis, Brian Shupe, Christine Sullivan

8 Staff Present: Randy Brittingham (Town Treasurer); Annie Decker-Dell'Isola, Town
9 Administrator; Trip Johnson, Fire Chief; Craig Snell (Assistant Fire Chief)

10 Others Present: Jared Cadwell (Fayston Selectboard), Mike Jordan (Fayston Selectboard), Patti
11 Lewis (Fayston Selectboard Assistant), Chuck Martel (Fayston Selectboard), Eve Silverman
12 (Fayston Minute Taker), Seneca Whitingham (MRVTV)

13
14 **II. Regular Business.**

15 The Selectboard joined Fayston's regular Selectboard meeting at 6:00 pm in order to discuss
16 the Fire Department Budget and Winter Road Agreement.

17
18 **Fire department Budget**

19 Mr. Johnson outlined the proposed Fire Department Operating Budget, noting that:

- 20
- 21 • Tire costs are up significantly; the related line item needs to be increased \$11K for the
22 coming year, for a total of \$25K
 - 23 • Level funding will generally be suitable, as things are in good shape maintenance and
24 equipment-wise
 - 25 • An increase has been included for labor, in part due to the increased administrative time
26 required, and also to reflect firefighter hours more accurately.
 - 27 ○ The line now more accurately reflects hours, but does not include any wage
28 increase
 - 29 • The time available for Town staff to assist with administrative needs is limited, and the
30 Department has greater needs going forward
 - 31 ○ The upcoming year's plans include a focus on firefighter safety, which includes
32 some construction and maintenance work which will require more
33 administrative help, project management
 - 34 ○ Purchasing, etc. needs to go through Town channels, so it is not necessarily a
35 matter of hiring alternative administrative support
 - 36 • It would be prudent to assess the station building and determine if it should continue to
37 be repaired as needed or if other solutions should be investigated
 - 38 ○ \$15K in this budget for a related study to be completed
 - 39 • Capital West reserve funds are included in the Operating budget because it will be
40 expense
 - 41 ○ Original grant opportunity did not go through, but another is being applied for
 - 42 ○ Funds availability demonstrates town support
 - 43 ○ Board members expect a final agreement to be in place before funds are
44 transferred
 - 45 ■ It appears that the reserve amount has been included in quarterly
46 invoices
 - 47 ■ Capital West will be asked to attend an upcoming meeting

48
49 Mr. Johnson outlined that the calls for the year are in the 100-120 range, with the nature of
50 those calls being similar to those in recent years. There has been an increase in the number of
51 inquiries coming into the firehouse. Two properties are still generating frequent false alarms,
52 and it was noted that if these are to be billed, an appropriate change would be needed in
53 policy/ordinance language. Mr. Johnson reported that recruitment is going well, with 3 or 4
54 new active members, and members in general actively taking part in training.

55
56 The bottom line, with an adjustment included for tire cost, is \$201K; this is the amount to be
57 considered for approval by both Towns.

58
59 There was some discussion of capital expenses and reserve funds; these are not included in the
60 annual agreement but managed by each Town separately for provision of funds as required.

61
62 Mr. Johnson presented some information regarding the need for replacing a pumper,
63 explaining that this is scheduled for 2027 but currently the process of ordering needs to begin
64 two years in advance. He estimates the cost will be \$500-600K.

65
66 He also spoke of the need for an adequate building fund, as it is unknown what the need will be
67 in 20 years, and whether money should continue to be spent as needed on repairs and updates
68 or a more long-term picture should be discussed.

69
70 It was agreed that reserve funds should be reviewed every few years as it can be better
71 determined what the actual cost of upcoming truck replacements will be.

72 73 **Winter Road Agreement**

74
75 Fayston had shared updated numbers with Waitsfield. There was some discussion regarding
76 the potential confusion due to the town's having different fiscal years, but Mr. Cadwell noted
77 that the formula which has been in place for 8 – 10 years is a good one.

78
79 Salaries were discussed, and it was noted that Waitsfield now has a fourth Road Crew member,
80 and that Fayston's part-time summer employee's salary is included in the calculations. It was
81 agreed that it would not be necessary to attempt to remove Waitsfield's new member from the
82 calculations.

83
84 Fayston indicated that all numbers will be available by the first Board meetings in January, and
85 that it is not anticipated that the amount billed to Waitsfield will increase.

86 87 **IV. Adjourn**

88 Waitsfield's Selectboard members left the meeting at 7:00 pm.

89
90 Respectfully submitted,
91 Carol Chamberlin, Recording Secretary