

Town of New Haven Selectboard Meeting
7:00 pm
Town Offices
Tuesday, November 15, 2011

Present: Chair, Kathy Barrett, Pam Marsh, Roger Boise, Kathleen Ready, Treasurer, Barb Torian

Absent: Charlie Roy

Visitors: Suzy Roorda, Angie Dunbar, Annie Perkins, Iva Menard, Matt Ford, Phil Livingston Sr., Kevin Lehman (ACRPC), Jerry and Susan Smiley, Jeff Gangemi (Front Porch Forum)

AGENDA RESULTS: Meeting was called to order by Vice Chair Pam Marsh at 7 pm

VISITORS BUSINESS:

1. **Auditors:** Annie Perkins, Iva Menard and Angie Dunbar submitted a letter expressing their concerns about being responsible for the accuracy of the town's financial documents.

Iva Menard – The auditors have been to several trainings, which are all good; the more they know the more uncomfortable they are about being responsible. The Town has really grown and they are responsible for a lot of money. The State suggests that the town keep the local auditors, because they are able to be in touch with what is happening in town. The Auditors would like to recommend that the town have an outside audit every year.

Annie Perkins – It is not a lay persons' job. Not sure that they would know how to find fraud if the information were being hidden. The Auditors have changed some of the wording in the town report in order to more accurately describe what they do. An outside audit would be able to look at the ledgers and other information and they would be more likely to find a problem. We would like to find a way to have other people doing some of the treasurer's duties. The people expect that the auditors are taking care of the town.

Iva Menard – We have never found anything wrong and Barb does a great job. She may not always be here. The Town is now taking in close to 4 million dollars. It is too big of a job.

Discussion - About how many other towns have an outside audit done. Selectboard would like to continue to have the Auditors put the Town Report together and have an accountant do an audit. Selectboard would need to determine what type of audit they wanted to have done. Audit would not likely be complete prior to Town Meeting, and certainly not before the Town Report is filed.

Pam Marsh – The board will discuss putting an audit into the budget, during the budget process.

2. **Front porch Forum** –

Jeff Gangemi – There are 60 towns and 30,000 households currently using this forum.

It is a great way to connect people in the community. It can be used for events, classifieds and other information. The set up cost is \$2,500.00. The information is sent

via e-mail and it is only sent when there is enough information to be worth sending. Generally around once a day. People would need to sign up in order to post or receive information from the forum. There would need to be a fund drive of some type to get the forum going. This is a good community building tool. Several other towns are using it and many of them were initially funded with some type of grant. Web site - (frontporchforum.com) Hosted in Chittenden County there is no need for anyone from the town to do any type of maintenance.

Kevin Lehman (ACRPC) – Likes this tool and the Addison County Regional Planning Commission could use it as a way to get information out to people.

Pam Marsh – Asked Suzy Roorda to put an article in the newsletter and the board will look at funding options during the budgeting process.

3. Phil Livingston Sr. – Concerned about the VAST trail that goes from Pearson Road over to Field Days Road. A new house is being built near the trail and he would like to make sure that the trail will be kept open.

Discussion - There is a curfew (11pm – 6am) the trail belongs to the town and the land owner should have been informed prior to purchasing the property.

4. Phil Livingston – Concerned that the septic system for the school may have failed.

Pam Marsh - Suggested he talk with the School Board.

TOWN OFFICE BUSINESS:

1. PACE Quick start letter - postponed

2. **Discussion of how to move forward with the budget process.** - Kathy Barrett suggested that the process has become disjointed and too time consuming. She would like to see the budget divided into larger clumps and not worry about micro managing departments. Pam Marsh asked if the board would like to divide into sub committees. Kathleen Ready would like to make sure the appropriate research has been done and everyone has enough information ahead of time in order to be able to make decisions. Roger Boise has already begun work on the road budget. Kathy Barrett spoke of the big decisions being insurance, salaries and projects. Everything else is best estimate from prior years. Kathleen Ready would like to have an overall goal for the budget increase. New Haven's budget increase for last year was larger than other towns in Addison County. Kathy Barrett stated that last year's increase was larger because they did not increase the budget in 2009. Things catch up with you when you put them on hold. Kathleen Ready would like to come to consensus on the amount of increase. Kathy Barrett spoke about needing to know how the Grand List will change in order to compare numbers.

Budget meetings will be Thursday Dec. 8th @4:30 pm and Tuesday Dec. 27th @ 7 pm

3. ACTR bus schedule – Shelter total is estimated to be \$15,500. The Town portion would be \$1,550.00.

Pam Marsh made a motion to approve the estimate of \$15,500.00 for the New Haven shelter, allowing ACTR to move forward with construction of the shelter. Motion seconded by Kathy Barrett. 4 yes / 0 no

4. E-911 – Denise Colombo has resigned her position as coordinator. Barb Torian suggested that the job be absorbed into the Zoning department. She will work with Denise and Jill DeVoe to set up the appropriate reports in the access database.

Pam Marsh will write an article for the newsletter regarding the recent information about incorrect addresses being reported to emergency responders. Some people using Comcast or VoIP (Voice over Internet Protocol) systems have had incorrect information provided to the emergency responders.

TREASURER'S REPORT:

1. Sleeper note is coming due in Dec. The board has budgeted \$25,000.00 to be paid back this year. Barb Torian will contact the bank and have the paperwork for a new note prepared for the next meeting. Tentative plan to pay \$20,000. During 2012.
2. Kathleen Ready made a motion to approve request from Suzy Roorda of \$300.00 for Winterfest. Motion seconded by Roger Boise. 4 yes / 0 no
3. Roger Boise made a motion to reimburse Rick Shappy for hardware used to install the acoustical tiles in the amount of \$24.06. Motion seconded by Kathleen Ready.
4. Pay Orders – Kathy Barrett made a motion to approve the pay orders for 11/15/11, in the amount of \$10,023.75. Motion seconded by Pam Marsh. 4 yes / 0 no
5. Payroll – Kathy Barrett made a motion to approve payroll for the week ending 11/12/11, in the amount of \$3,698.86, seconded by Kathleen Ready. 4 yes / 0 no

ROAD COMMISSIONERS REPORT:

1. Road update:

- Road marking lines are done.
- Black boxes are in many locations around town they are traffic counters needed in order to re write the road ordinance.

2. Equipment update:

- Roger is continuing to gather information to purchase a new truck.
- Did more repairs on the Mack truck which were higher than expected.
- The crew is ready for winter

NEW BUSINESS:

1. **Area Rescue Squads** – Postponed. Hard copy not currently available.
2. **Dave Wetmore** Zoning administrator wrote a letter to Phoenix feeds regarding complaints of noise.

3. **Mitigation info** – Tim Bouton will be at the next meeting to answer any questions.

REGULAR BUSINESS:

1. Kathy Barrett made a motion to approve the minutes from November 18, 2011, with the correction to the name Lust. Seconded by Roger Boise. 3 yes / 1 abstention (Marsh)
2. Lift inspection is scheduled for 1 pm on Thursday Nov. 17. Roger Boise will attend. Will pay balance owed less expenses paid by town.
3. Town Hall floors - School board did not want to do the floors this year.

Adjourn: 9:15 pm

Respectfully submitted:

Barb Torian

Approved:



Chair, Kathy Barrett



Roger Boise


Kathleen Ready

Vice Chair, Pam Marsh