

Agenda
Warren Selectboard
December 14, 2010
Warren Municipal Building
7:00 PM

7:00 PM – Highway Check in – Ray Weston

7:15 PM - Lister's Budget & Mapping Budget for 2011 – Kenny Blair, Gary Bombard, Sandra Brodeur

7:30 PM — Library Commission Budget 2011 – Deborah Kahn

7:45 PM - Other Budgets – Postage, Photocopier, Office Supplies, Telephone, Building Maintenance, Other Expenditures, special appropriations, Town Administrator, Selectboard Budget, Auditors, office assistant.

8:30 PM – Approval of Minutes of November 23, 2010

8:32 PM – Approval of Warrants

8:40 PM – Other Business

Health Care Options For Town Employees

Minutes of December 14, 2010

Warren Selectboard
Warren Municipal Building
7:00 PM

Members Present: Andy Cunningham, Chair, Bob Ackland, Matt Groom, Vice Chair, Kirstin Reilly, Anson Montgomery.

Others Present: Kenny Blair, Sandra Brodeur, Ray Weston, Carol Lobel, Deborah Kahn, Jim VT 44/45, Cindi Jones, Liz Raddock.

7:00 PM – Meeting called to order by Mr. Cunningham.

7:03 PM – Road Crew Highway Check In – Ray Weston – Mr. Weston reported that we have already had our first mud season and to expect the worse in the spring. They have been out sanding, salting, and plowing with the small scale ice and snow storms. The crew also had to replace a culvert on the Airport Road and repaired Vickery Hill from the minor washout from the last rain/snow storm. Mr. Weston had some comments on a new truck purchase. The current single axle truck that the town has is now 10 years old and needs replacement. Currently truck dealers are offering incentives that the town could get a new truck all set up for about \$180,000. Moretown just purchased a new truck at a substantial bargain. Mr. Cunningham inquired about when the Town would need to purchase? Mr. Weston commented that it should be ordered or in January to expect delivery by October and to get the driver familiar with the truck before winter weather. Mr. Weston also reported that the culvert ice de-thawer is not certified by the state or insurance company. The Town of Fayston just purchased one for \$6,800.

Mr. Ackland presented the report that Mr. Weston had prepared on ½ the scope of work for the Sugarbush Access Road for \$1,481,162.62. Mr. Ackland added a contingency figure in the cost for the work to be done from RT 100-Alpine Options. Mr. Groom inquired if this estimate includes the underlying structural problems? Mr. Cunningham commented “no.” Mr. Ackland inquired of Mr. Weston what the longevity of the new paving would last. Mr. Weston commented that paved surfaces should be done every 5 years; the state waits about 10 years and look at RT 100 as an example and results in more money to repair. Mr. Weston commented that in 5 years you could cold-plane and add a 1 ½” shim. He also indicated that other roads such West Hill, Inferno from the condos down to the dirt section need some attention and there would also need to have drainage and culverts changed. The E. Warren Road needs to be finished from Cider Hill to the Town Line and the crew would like to change the culverts before finishing that section. Roxbury Mt. Road from Burbank Hill to the top needs to be ground up and paved. Also, the town has a grant in to do some work on Fuller Hill and there is a section from the intersection of Main Street up to the corner (Jessie Cota’s old house) that also the town is looking at paving to help stop the erosion of material washing into the Mad River. The board thanked Mr. Weston for his. The board also discussed that the town could bond for this project for 6-7 years as municipal bonds were low in interest. Ms. Jones commented that if the board does want to bond, the time is very short as there are required public hearings, a resolution that needed to be adopted by the selectboard, posting requirements to get it on the Town Meeting Warning. Ms. Jones would get back to the board on timing and logistics.

7:35 PM – Lister’s Budget – Kenny Blair, Sandra Brodeur, (Mr. Bombard Absent) – Mr. Blair presented to the board a proposed budget for 2011. The salary is based on 3 people working 2100 hours. Currently both Mr. Blair and Ms. Brodeur have been working a total of 40 hours a week coming in from 8:00AM-1:00PM. The benefit line was down as the listers are not full-time and do not received benefits. Most of the benefit line is the required taxes and withholding. Total budget presented is \$50,817.

Mr. Blair also pointed out that the lister’s department is not a revenue generating office and money from from past years has gone towards revenue. This was money received back from the state’s current use program.

Capital Budget Request – The listers have decided not to request an allocation towards the Capital Budget item of Re-appraisal. This year the money that the state gives the town for maintaining the grand list has been deposited into that account.

Veterans Exception Request – The listers also presented an article to be placed on the Town Meeting Warning to increase the Veterans exception from \$10,000 to \$40,000. There is a very strict procedure that is in place from the state that Veterans have to apply for and present to the Listers to receive the exception. The board agreed to place the article on the Town Meeting Warning for 2011.

The next item the listers wanted to discuss was asking the Selectboard for authorization to re-open negotiations of four tax appeals that are still outstanding with the state.

Motion by Mr. Groom to reaffirm the ability and power for the listers to re-negotiate with the 4 outstanding appeals, second by Mr. Montgomery. All in Favor: VOTE: 5-0.

Listers Report of Omissions and Corrections – The listers presented to the board a report showing corrections and omissions to the grand list for the Selectboard to approve. Total changes resulted in 6,474.56.

Motion by Mr. Ackland to accept the report as presented by the listers, second by Mr. Groom. All in Favor: VOTE: 5-0.

Personal Property Report – Mr. Blair explained that there are 62 businesses that are charged personal property. The Listers suggested that any personal property below \$5,000 be exempt for the personal property tax resulting in a decrease of \$104.

Motion by Mr. Groom to exempt businesses from paying the personal property tax if below \$10,000, second by Mr. Montgomery. Discussion Mr. Ackland commented that he did not feel comfortable in exempting personal property below \$10,000 and recommended amending it to \$5,000.

Motion by Mr. Ackland amend the exception of paying personal property tax to \$5,000, second by Ms. Reilly. All in Favor: VOTE: 5-0.

8:00 PM – Warren Public Library Budget – Ms. Kahn (Librarian) came in to present the budget that the Library Commissioners had approved. She commented that circulation was up \$14,000 and foot traffic has increased with about 8000 people coming in to visit or use the computers. She commented that the cataloging has now been automated and the normal set up cost is \$30,000, however, the Mr. Butler doing this work, the cost was \$5,000 to set up this automated system. This was funded through the

friends of the library and some of the left over fund raising campaign. She also commented that the children's hour has increased to about 30 children along with the DVD collection becoming very popular. Expenditures were up as the telephone line item took an increase. The Library commission was also suggesting a 3% increase for the Librarian bring the rate to \$19.16 per hour.

Page 3

The ALA recommended starting salary for a beginning librarian with the MLS is \$20.04 from 2008. They also suggested in giving small raises to the employees who are on the payroll. Total overall increase in the library budget would be 7.52% depending on benefits.

Mr. Cunningham commented that the raises would be tied to across the board for all depending on the current highway union negotiations. Mr. Cunningham asked if Ms. Kahn felt appreciated by the Town. Ms. Kahn responded that she felt much appreciated and was very pleased with the layout of the new library in the Town Hall.

9:15 PM – Accounts Payable Warrants Bills of the Town of Warren – Motion by Mr. Ackland to approve the warrants as presented for 12/1 - \$34,661.14, 11/29 - \$7,053.43, 12/7 - \$25,483.08, 12/9- \$30,463.13, 12/8 - \$26,160.50, 12/10 - \$12,300 and 12/13 - \$990.61, second by Mr. Groom. All in Favor: VOTE: 5-0.

9:16 PM – Motion by Mr. Groom to approve the warrant for the Warren Fire Dept Stipends, second by Mr. Montgomery. All in Favor: VOTE: 5-0.

9:17 PM – Other Business

Development Review Board Appointments: Mr. Cunningham received an email from Mr. Peter Monte, Chair of the Warren Development Review Board regarding their interviews and recommendations for appointment.

Motion by Mr. Cunningham to approve the appointment of Jeff Scholkopf to a three year term on the Development Review Board, and to appoint Tom Boyle and Don Swain as alternates to the Development Review Board, second by Mr. Montgomery. All in Favor: VOTE: 5-0.

9:25 PM – Employee Health Insurance – Mr. Ackland updated the board on the various plans offered and the HMO Blue Care Plan D was the closest plan to the current benefit plan that the town had with CIGNA. Consideration was given to looking into the cost to make it affordable for two person and families as the current plan was that the town paid 100% of the employee premium and the employee had to pay the remainder of the plan. The current VLCT plan would have cost the town \$120,600 where the new Blue Cross Blue Care D plan would cost the town \$82,826.11 significantly less than 2010. The new plan would require the employee to contribute 5% of a single premium, 10% towards a 2-Person premium and 15% towards a family premium.

9:30 PM – Motion by Mr. Montgomery to change to the Blue Cross HMP Plan D, with the employee paying 5% towards a single, 10% towards a 2-Person and 15% towards a family plan, second by Mr. Groom. All in Favor: VOTE: 5-0.

9:35 PM – Motion by Mr. Cunningham to go into executive session inviting Ms. Jones, to discuss the highway union contract, second by Mr. Groom. All in Favor: VOTE: 5-0.

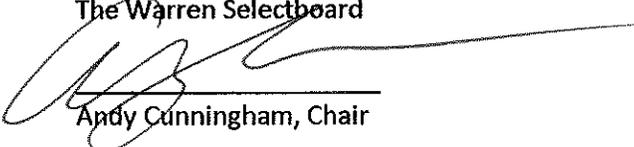
10:05 PM – Motion by Mr. Ackland to come out of executive session, second by Mr. Groom. All in Favor:
VOTE: 5-0.

Page 4

10:10 PM – Motion by Mr. Groom to adjourn, second by Mr. Montgomery. All in Favor: VOTE: 5-0.

Minutes Respectfully Submitted by,
Cindi Jones, Warren Town Administrator

The Warren Selectboard

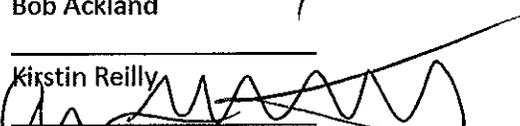


Andy Cunningham, Chair



Matt Groom, Vice Chair

Bob Ackland



Kirstin Reilly

Anson Montgomery

Town of Warren Health Insurance Benefits Comparison of Plans Dec-10

12367

Objectives: Provide good health coverage to town employees and their families at a cost close to last years total cost of providing coverage only to the employees.

Plan Reccommended: BRS BCBS BlueCare D must use network provider/PCP required

Assumptions: Employees will be required to pay a portion of the monthly cost which will be deducted from their pay. The employee contributions are as follows:

Employee only	5%
Two Person	10%
Family	15%

The Town will pay the balance of the premiums.

Town Cost Compariosn:		VLTC		BC/BS Blue Care D		
		Rate	Total \$	Rate	Town Portion \$	Employee/week
Single	8	\$753.00	\$72,288.00	\$571.30	\$52,102.56 \$	6.59
2-Person	1	\$1,506.00	\$18,072.00	\$1,142.61	\$12,340.19 \$	26.37
Family	1	\$2,033.00	\$24,396.00	\$1,574.29	\$16,057.76 \$	54.49
Medicare Sup	1	\$487.00	\$5,844.00	Miron \$204.00	\$2,325.60 \$	2.35
Total 2011 Premium			\$120,600.00		\$82,826.11	

	Sheet I		
	10 Budget	10 Est. Actual	11 Request
Funds received			
Town of Warren Approved/Requested Budgets	81,119	79,630	85,483
Donations			300
Library	2,650	4,283	1,200
Friends	3,000	2,922	4,475
Grants in Town Accts		85	100
Grants outside of Town Accts	911	911	-
Total non-Town funding	6,561	8,201	6,075
Total	87,680*	87,831	91,558
Expenditures			
Payroll			
Librarian	31,930	31,930	32,880
New position	5,200		
Staff	<u>14,447</u>	<u>17,300</u>	<u>20,296</u>
Total Payroll	51,577	49,230	53,176
Benefits	16,382	16,382	17,500 est. get from Cindi
Books & Magazines			
Adults	5,400*	5,472	5,400
New Books			300
Replacements	300	252	300
Periodicals	750	733	925
Periodicals	850	747	
Periodicals/Newspapers			650
Children	1,800	1,800	2,000
Children (from Winnie Belle Learned grant)	353	353	
Toys & Games			200
Audio/Video			
Adults	750	889	750
Adults	1,000	1,000	1,700
Adult (DVD)	150	289	300
Adult (DVD)	400	-	-
Adult from ILL grant			100
Children	750	750	700
Children (DVD)	400	270	
Children (DVD)	150	116	300
Telephone	1,900	1,581	1,287 If e-rate check comes
Postage & PO Box	110	119	120 before the end of the year
Supplies	1,000	1,660	1,400
Supplies			300
Recycling			
New Equipment (expenses for catalog)	600	718	
Catalog Fees and Support			450
Repairs & Maintenance	50	783	660 includes computer support
Repairs & Maintenance			
Conferences & Mileage	350	420	350
VLA/VLTA m'ship	100	85	100
Programs	1,200	1,050	1,200
Programs-Book Discussions	150	150	150
Programs-Summer Reading	300	-	300
Programs, Winnie Belle, After School	558	558	
Miscellaneous	100	99	100
Miscellaneous	200	382	200
Web-site, set-up & first year		1,050	
Web-site yearly support			550
Software	50	90	90
Furniture, equipment		718	\$500 for children's book cart from special donation
Total	19,721	22,134	20,882
Subtotal Library	2,650	4,283	1,200
Subtotal Friends	3,000	2,922	4,475
Subtotal Small Grants in Town Acct		85	100
Subtotal Other Grants	911	911	-
Subtotal Donations			300
Town Total (excluding payroll)	13,160	14,018	14,807
Total from all sources excluding payroll	19,721	22,134	20,882
Town Total (including payroll)	81,119	79,630	85,483
Grand Total	87,680*	87,746	91,558