

**TOWN OF TUNBRIDGE
SELECTBOARD MEETING
Tuesday, December 11th, 2018**

DRAFT MINUTES

Meeting called to order at 6:06 pm

Present: Gary Mullen, Mike McPhetres, Rudi Ruddell, Rodney Hoyt, Eve Ermer, Becky Hoyt, Sarah Scully, Maxine Young, Betsy Race, David Race, Jillian Conner

Road Foreman Report

- The ton truck's oil pan is leaking, so it's headed back to Middlebury to be repaired. Rodney said the small trucks are needed to drive on the narrow roads and bridges of Tunbridge, so we have to keep them around.
- There are a few spots on Bicknell Hill and Almond Rd. where some property owners are encroaching on the town's right of way, making it difficult for plow trucks to maneuver. Before letters go out to the owners, the Selectboard asked Jillian to research road widths and right of ways.
- The new backhoe should arrive by Monday or Tuesday next week.
- The ton truck's plow was repaired by Wyatt's Welding, looks good.
- Jim Ware is back to work.
- Thomas' and Rodney's windshields haven't been fixed yet. Rodney is hoping to wait until spring to have his repaired, unless it becomes unsafe.

Library Budget

Eve Ermer and Sarah Scully came to submit their draft budget for FY 2019/2020. The biggest change they've made is that they are no longer receiving "income" from the Friends of the Tunbridge Public Library (TPL) because they are planning to transition away from using Friends of the TPL funds for "everyday" purchases. Normally they contribute \$7,000 to \$10,000 each year, which will now be directed towards larger capital improvement projects.

There is some trimwork that needs to be repainted. The furnace is supposed to be good for another year. Betsy Race, Town Auditor, noticed that the library's budget seems to have a large deficit and wanted to be sure it would be resolved. Sarah and Eve assured that it will.

Town Report Update

Maxine said the Town Report is coming along, though she doesn't yet have any of the financial information as the Auditors are still working on it all. The transition to NEMRC from Quickbooks has caused challenges. Jenna Young, the Clerk of the FBUSD Board, knows that the school information is due by January 4th, but with the merger, it may not get to Maxine in time. In that case, the FBUSD will send out a separate mailing. Spaulding Press will most likely do the printing again. The Town Report costs about \$500 to mail to everyone in town.

Regarding the school, Betsy and Maxine explained that the plan is to not reduce the staff numbers at any of the schools. The board is currently trying to figure out how to utilize Tunbridge School in a way that it remains thriving.

Betsy asked what the plan is for another outside Town Audit. Becky advised that it's unlikely any firms will be willing to start an audit now, but we should be preparing for another to begin in the spring. The Selectboard asked Jillian to call some accounting firms to get the ball rolling on this. Betsy said she would like to have a little more contact with the outside auditors than she did with the previous ones.

Rudi Update

Rudi asked the Selectboard sign an Errors and Omissions form regarding the incorrect taxation of a plot of land and a mobile home that sits on it. Selectboard signed.

Rudi has gathered the signatures needed from South Royalton Rescue to correct the E9-1-1 emergency response map, but is still waiting on First Branch's signatures.

Rudi is waiting to hear back from RB Technologies on a quote to re-network the town office, add a computer, etc.

General Fund Budget Discussion

Selectboard decided to plan for a health insurance cost increase by 8% for the last 6 months of the current fiscal year. Becky suggested it might be good idea to look into new insurance plans, as the plan prices start to rise after a while.

Becky suggested the \$35,000 property tax adjustment be removed from the budget.

Everyone agreed to make the following changes to the budget:

- Increase consulting fees budget to \$1,000.
- Increase copier rental and fees budget to \$2,000, as the price will be increasing.
- Lower the printing budget to \$250.00.
- Increase the computers and office equipment budget to \$10,000.

- Lower the county taxes budget to \$36,000.
- Increase the Listers' wage to \$29,439.05.
- Increase recycling disposal budget to \$10,000.
- Increase trash hauling budget to \$22,000.
- Budget \$3,000 for the library building expenses.
- Increase the highway group health insurance budget to \$53,000.
- Increase the highway uniforms budget to \$33,000.

Orders and Warrants signed.

Minutes signed.

Mike motioned to adjourn, John seconded. Meeting adjourned at 9:40pm.

Selectboard/Committee Joint Meeting Schedule 1st Tuesday of the Month

Cemetery Commission: April and August

Planning Commission: April, August and November

Recreation Commission: January, April, July and October

Listers: May and November

Auditors: September and November

Library Directors: October

Gary Mullen, Chair

Mike McPhetres, Vice Chair

John O'Brien, Clerk