

JOHNSON VILLAGE TRUSTEE BOARD MEETING MINUTES
JOHNSON MUNICIPAL BUILDING
MONDAY, FEBRUARY 25, 2013

Present:

Trustees: Gordon Smith, George Pearlman, Ellis O'Hear, Walter Pomroy, Chris Parker

Others: Duncan Hastings (Manager), Steve Towne, Tom Elwood

Note: All votes taken are unanimous unless otherwise noted.

1. Call to Order

Gordy called the meeting to order at 4:34.

2. Budget Work Session

Duncan distributed the latest proposed budget.

Gordy suggested that if necessary we could pay the \$10K penalty for not proceeding with the School St. sidewalk project and save the money. Or maybe we could modify the project.

Walter said it was decided at the last meeting to spread the funding for that project out over two years, since it will not go to construction this year.

Gordy asked about any expenses for the building at the rail trail head. Steve said he gave Lea a cost estimate for water and sewer connections. She has applied those toward the grant.

Duncan said he thought some labor was going to be contributed as part of the match.

Gordy suggested that Steve get prices on replacing two of the Main St. crosswalks. He asked who pays if we repair them. Steve said we do. Duncan asked, why replace them now when the state is going to match them to the road height when they pave Route 15?

The possibility of the towns that contract with the fire department paying for more than a 2% increase was brought up. Duncan said Arjay was going to contact the other towns about that. Gordy said he will check with Arjay.

Gordy asked, if it is determined that we need to pay more on the Main St. project, where does that money come from? Duncan said he feels there are two items the state would have 50% responsibility for. The money would come out of our general budget unless there is the possibility of an insurance claim, which he doubts.

Gordy asked, if we replace the roof this year, where does that money come from? Duncan said there is a small amount built into the general budget for roof expense. A standing seam roof would cost \$22-23K and the village would pay half of that. Some of the cost could come out of water, sewer, or electric. Steve asked if a standing seam roof would endanger people on the sidewalk when snow slides off.

Duncan handed out a spreadsheet that has been used to allocate insurance, listing all town or village owned property. A more accurate allocation will reduce the village's general fund insurance cost by almost \$7K. Duncan still needs to determine the exact figure. Walter suggested that the savings be put back into the reserve fund or in a separate line item to cover

the cost of a kiosk or in case we need to pay anything for Main St. repairs or as a result of the dispute with Kingsbury. The other board members agreed. Duncan suggested putting it into the building and grounds fund, which would then allow it to be used for the roof or the kiosk. He has \$10K in there now.

Walter moved that after Duncan determines the amount of the insurance adjustment any resulting savings be moved into the building and grounds fund, Chris seconded, and the motion was passed.

Walter moved to adopt the general fund budget with the above change, Chris seconded, and the motion was passed.

The board reviewed the wastewater budget. Duncan said we need to either budget salaries more in line with the overtime that is actually being accrued or adjust overtime to be in line with the budget. He distributed an overtime report. Tom explained that the required water sampling and testing means 5 hours of overtime for 2 people are required every weekend. That adds up to 260 hours per year. The 11 holidays they have to work means an additional 55 hours, so there is a total of 290 hours of overtime that is necessary every year even if there are no emergencies or alarms.

Walter asked if the Saturdays and holidays are being put in above and beyond the employees' normal 40 hours. Tom said yes. Walter asked if both employees are needed here for 8 hours Monday through Friday as well. Tom said yes, pretty much. Gordy asked what effect it would have if the employees started at different times, 2 hours apart. Tom said that could be done. That's what he and Donny used to do. But it wouldn't help the overtime situation.

Duncan distributed a salary analysis sheet showing budgeted vs. actual overtime for 2012. He said we pay our overtime in increments of 8 hours, which makes it a little harder to manage it. If an employee works overtime the first day of the week, he gets paid for it, instead of perhaps taking time off later in the week. Gordy asked how Tom would feel about taking any overtime over the 290 necessary hours as comp time. Tom said he would be willing to do that, and he thinks his coworker would. Gordy said if there is a big emergency, the board should be willing to work with the employees. Duncan said the comp time policy allows employees to accrue 40 hours. It was agreed to budget for 290 hours of overtime. Walter said he thinks there is still room for further discussion about how to handle overtime beyond that. **Chris moved to increase the budgeted overtime hours for water and wastewater to 290, Walter seconded, and the motion was passed.**

Duncan said we need a 5% rate increase for wastewater and a 2.6% increase for water. Walter suggested that purchased capital should be increased from \$10K to \$15K. Others agreed. **Walter moved to pass the proposed wastewater budget, changing purchased capital to \$15K and updating insurance and payroll allocations as previously discussed. The motion was seconded and passed.** (Tom left at 6:03.)

Chris moved to pass the water budget with updates to insurance and payroll figures as previously discussed, Ellis seconded, and the motion was passed.

George moved to pass the electric budget as written with adjustments to insurance and payroll as previously discussed, and the motion was seconded and passed. (*Steve left at 6:09.*)

The board reviewed the articles for town meeting. It was agreed to get advice from legal counsel about whether the article Mark Cattelona and Rick Jewett had added by petition is a legal article. It asks for voter approval for the village to sell land to them. Duncan said the voters designated that property as village forest and he thinks they would have to vote to remove that designation before the property could be sold. Duncan and the board questioned whether the board could be compelled to sell property to a specific individual without putting it out to public bid.

3. ***Adjourn***

George moved to adjourn at 6:13, Chris seconded, and the motion was passed.

Minutes submitted by Donna Griffiths