

Minutes
Board of Selectmen – Special SelectBoard Meeting
Budget Workshop
Friday, January 3, 2003
3:30p.m.

The Town of St. Johnsbury Board of Selectmen held a Special SelectBoard meeting on Friday, January 3, 2003 beginning at 3:30p.m. in the Board Room of the Municipal Building. This meeting was called as a Budget Workshop.

SelectBoard Members Present – Chairperson Reg Wakeham, Elwin Cross, Gib Handy, and Bryon Quatrini.

SelectBoard Members Absent/Excused – Dale Urie

Others Present – Town Clerk & Treasurer Sandy P. Grenier, Zoning Administrator Priscilla Messier, Dispatching Supervisor Mark Gilleland, Fire Chief Troy Ruggles, Andrew McGregor (Caledonian Record), and Town Manager Mike Welch.

Revenue Projections – The Town Manager presented members of the Board with Revenue projections for the General Fund, Highway Fund, and Special Services Fund. The Manager stated that these revenue projections do not include Fund Balance estimates, as the Town will not close the books until January 17, 2002. The Manager reviewed the proposed revenue line items with the members of the Board.

Dispatching Services – Dispatch Supervisor Mark Gilleland reviewed the proposed dispatching budget with the members of the Board. Mark stated that he has forwarded a contract to CALEX EMS for dispatching services that will result in new revenue for the Town. Mark has also given a quote to Lyndon Rescue, Inc. and he expects that service to contract with St. Johnsbury for dispatching services as well. In addition Mark is preparing a quotation for dispatching services for the yet to be formed Lyndonville Police Department. Mark pointed out that with additional calls for service – the Town will need to closely examine the ability of current staffing levels to handle call volumes. Mark reviewed each individual line item in the proposed Dispatch Budget with the Board.

Town Clerk & Treasurer – Sandy P. Grenier presented members of the Board with some revisions to the Town Clerk and Board of Civil Authority Budgets as were originally presented by the Town Manager. Sandy indicated that one of her primary goals is to record as much as possible on the computer system in order to maximize the utilization of vault space. Sandy said she has used part-time personnel to perform data entry to reduce the need for paper index cards and file cabinets in the vault. Sandy pointed out that she has maintained a program of having land records microfilmed. Sandy stated that the BCA Budget for 2003 will be reduced since we will not have a Statewide General Election or Primary in 2003.

Planning & Zoning – Priscilla Messier reviewed the proposed Planning and Zoning Budget with members of the Board. Priscilla said that she will be finalizing the requirements of the State Planning Grant this year. The State Grant was awarded for the revision of the Town’s Zoning By-Law. Priscilla also stated that in 2002 legal costs had been excessive due to a zoning appeal, and the issues associated with the location, permitting, and development of a by-law amendment to address Cell Towers.

Members of the Board discussed the budgets as presented. The next meeting of the Board is scheduled for Monday, January 6, 2003 beginning at 7:00p.m. in the Board Room of the Municipal Building.

Members of the Board voted to adjourn at approximately 4:10p.m.

Respectfully submitted;

Michael A. Welch
Town Manager