



Peter B. Webster
Town Manager

MEMORANDUM

TO: Board of Selectmen

FROM: Peter B. Webster, Town Manager

DATE: April 21, 2011

SUBJECT: Information for the Selectboard

- **Green Up Day—first Saturday in May, the 7th, sign up sheets for specific roads available at Tracy Hall.**
- **DPW Committee—I've sat in on the last two meetings of this group and am impressed with their sincerity and desire to help evaluate this department. I am putting together a listing of about ten towns that we might compare ourselves with, looking at overall road mileage, sidewalk mileage, population/traffic counts, size of the municipal budget, size of the highway budget, staffing, generally trying to find towns with similar demographics to ours. If the Committee wants to avail themselves of this information, or add to these towns and use additional or different comps, that is their prerogative.**
- **Conservation Committee—Dave Hubbard has shared some concerns they have about Blood Brook and some erosion issues at Huntley Field. I will be sharing these concerns with the DPW to see what we can do going forward to improve the situation.**

- **There is an interactive Webinar next Thursday in Winhall Town Hall being offered by their Town Administrator Dennis McCarthy (who is covering the entire fee and offering space to others at no expense), sponsored by ICMA. I plan on attending the seminar, titled “Closing the Budget Gap—Savings Through Lean Principles”. If any of the Selectboard would like to join me, I’d be happy to do the driving and have the company.**
- **We’ve just completed a 12 week ‘healthy lifestyles’ campaign that the VLCT Health Trust encourages its member towns to participate in— involving increasing our wintertime activity (using pedometers and logging number of steps), weekly weigh-ins and diet tips. We had 14 employees who lost a combined total of 98 pounds, which I consider a very good effort.**
On a somewhat related note, Nancy and I have met with one of the League’s Risk Control Managers, Wade Masure, to take the initial steps to establish a Safety Committee. Perhaps less than 40 towns in Vermont have taken this step to date. This committee will meet quarterly, will be comprised of a volunteer from the Fire Dept, Police Dept., Tracy Hall, Public Works, Recreation, and possibly the Fire District to aid in our ongoing efforts to reduce our claims (which are not excessive but can always be less), increase our health and safety in the workplace, and also give us additional points in the Leader Program whereby we get back greater dividends from our health insurance premiums. In addition, just by having this committee established we will realize an additional savings of either 1% or 2% on our premiums, as it positively effects our loss control credit score through a lower workers comp experience modification factor. This savings will be between \$1100 and \$2200, and even if that were not the case, the loss prevention effort is the right thing to do.
- **I continue to meet with Andy, Doug, Steve and Neil to look at our dispatch coverage and explore options. We are continuing discussions with both Hartford, with whom we have our current agreement for dispatch services, and Hanover, who may be better geographically sited to provide better coverage, and I will keep you informed as to the progress.**
- **The new roof on the Fire Department has been completed, adding an additional 5” of insulation and a new membrane. This should greatly reduce heating expense next year, and Chief Leinoff is also working on some improvements to the west wall that has been a source of moisture/mold. The chimney was removed as part of this project.**