

**TOWN OF GREEN MOUNTAIN FALLS
BOARD OF TRUSTEES REGULAR MEETING
TUESDAY, OCTOBER 20, 2015 – 7:00 P.M.**

MEETING MINUTES

1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

Meeting called to order: @ 7:04 p.m.

Board Members Present: Mayor Worthey, Trustee Stevens, Trustee Gardiner Trustee Cook, Trustee Butts, Trustee Quinn

Board Member(s) Absent: Trustee Ellis

Quorum Met: yes **Pledge of Allegiance** was recited.

2. ADDITIONS, DELETIONS OR CORRECTIONS TO THE AGENDA

Add as Item 6F – Lake Dredging Project

M/S: Butts/Quinn to accept addition to agenda, all were in favor

3. CONSENT AGENDA

Approve Board of Trustees Meeting Minutes for – October 6, 2015

Add into Record PC Approved Minutes for September 22, 2015

September 2015 Financials

Bills Run From October 7 – October 6, 2015 = \$26,039.07

M/S: Stevens/Cook to approve consent agenda, all were in favor

4. PUBLIC INPUT – ITEMS NOT LISTED ON THE AGENDA - None

Public Comment Welcome, please limit comments to 3 minutes.
PUBLIC COMMENTS ARE EXPECTED TO BE CONSTRUCTIVE.
If questions or requests are presented, they will be referred to a designated Trustee for further investigation.

5. PUBLIC HEARING: Short Term Rental at 10305 Mountain Lane – Rosemary Lupo

Regular meeting closed and public hearing opened at 7:08pm. Bruce Winchester represented homeowner, Rosemary Lupo. No questions were asked and public hearing was closed at 7:10pm.

Town clerk reported 21 letters were mailed to surrounding neighbors, 10 responded with 6 opposing, 4 in favor. Mayor Worthey read Section 16-710 and stated that the homeowner is in compliance with Zoning. **M/S:** Butts/Cook to approve short term rental, 5 were in favor, 1 apposed

6. NEW BUSINESS:

a. Green Mountain Falls Audit – Josh Chesbro/Steve Hochstetter, Stockman Kast Ryan & CO LLP

The audit and management letters were presented to the board with an overview of the procedure for auditing according to GAAP (general accepted accounting principles), along with their opinion of the towns numbers to be free from any material misstatements. They recommended changes for another set of eyes to be on payroll prior to submission along with bank statements to be looked at on a monthly basis.

M/S: Butts/Stevens to approve the audit, all were in favor.

Mayor Worthey called a recess at 8:05pm. Meeting called back into order at 8:17pm.

b. Liquor License Renewal – Mucky Duck Restaurant

Liquor License Board was opened at 8:18pm. Chief Bradley reported there were no violations.

M/S: Stevens/Butts to approve liquor license renewal, all were in favor.

Regular meeting was called back into order at 8:21.

c. Trunk or Treat

Mayor Worthey reported the event will take place this year at Joyland's parking lot on Saturday, October 31, 2015. She has requested the skid steer be parked there on Friday to give time to decorate it for the event.

d. PC Recommendation to Waive Rezoning and Plan Review Fees for Proposed New Fire Department Building.

Rich Bowman, Fire Board President, stated they are looking into Joyland's gymnasium building as the new fire department and would be requesting a change in zoning. He stated they were a couple of

years out before they would be ready to move forward with the plans once they find out if this is even feasible.

e. Personnel Handbook Discussion

Current personnel handbook incorporates a town manager which doesn't apply. Trustee Stevens obtained a sample employee handbook from Mountain States. Discussion followed to use the sample and current handbook to create a more viable and accurate copy.

f. Lake Dredging Project

Dick Bratton reported that 700 CY have been removed from the lake and there was another 100 CY to be removed to complete the contract. Dick stated that another 209 CY needed to be removed at a cost of \$49.47 per CY totaling an additional \$10,339.23. There was money left to cover some of this cost from the donation provided to cover the cost to dredge the lake but an additional \$4,971.48 was needed. Dick made a personal donation to cover this additional cost. Discussion followed on repairs that needed to be completed on the outlet and gazebo wall.

M/S: Butts/Stevens to accept Dick Bratton's donation for finishing dredging. All were in favor.

M/S: Butts/Stevens to have the repairs made to the outlet and gazebo wall. All were in favor.

7. OLD BUSINESS:

a. Employee Evaluation Process Discussion – Trustee Butts/Matt Krob

It was noted that Trustee Butts would be handling this without Matt. Trustee Butts stated that he and the town clerk have been looking at an evaluation process that is broken down into two parts, part one would cover skill level which would be unique to each department and the other part would cover behavioral skills which would be the same process for all employees. Trustee Butts stated he would try to have this completed by next meeting.

b. 2016 Proposed Budget – Trustee Butts & Staff

Each department director reported on what changed from 2015 to 2016 budget needs. There is approximately \$8,000 overage from having a balanced budget. Discussion followed. There will be a workshop held prior to the next board meeting on November 3, 2015 at 6:00 pm to discuss balancing the budget.

8. REPORTS - MAYOR, BOARD OF TRUSTEES, MARSHAL, PUBLIC WORKS DIRECTOR, TOWN ATTORNEY AND TOWN CLERK

Mayor Worthey: reported a \$500 grant was received from CONO for a neighborhood clean-up. She also reported that there would be a meeting with the car show representatives to look at ways to make it better. Christmas was around the corner and it would be nice to look at getting donations for decorating the town and for volunteers to help with the project.

Trustee Butts: reported on the citizen's college that was held at town hall on October 17, 2015. There were 30 citizens who attended and a lot of good information was provided. Day two would be held on October 24, 2015.

9. CORRESPONDENCE:

a. Draft October 13, 2015 PC Minutes

10. ADJOURNMENT at 11:13 pm.

Live stream link: [youtube.com/user/GreenMountainFallsCO](https://www.youtube.com/user/GreenMountainFallsCO)

Mayor Lorrie Worthey

ATTEST: _____

Mary Duval, Town Clerk