



Town of Hinesburg  
Selectboard Meeting  
Minutes  
October 24, 2011

**Selectboard Members Present:** Jon Trefry, Chair, Mike Bissonette, Andrea Morgante, Ken Brown, Randy Volk  
**Staff Present:** Joe Colangelo, Rocky Martin  
**Public:** Marge Sharpe, Frank Twarog, Catherine Goldsmith

1) **Jon Trefry Called the meeting to Order at 7:05pm**

2) **Fund Balance Transfer for CCTA Funding –**

The Town neglected to carry over \$12,796 in funds for future CCTA service that the voters allocated for FY2010-2011. \$10,000 was approved in this year's budget (FY2011-2012) for CCTA service, but more may be needed for the required local match. When the Selectboard budgeted this \$10,000, the intent was that it would be added to the \$12,796 from FY2010-2011 in order to get the Town closer to the required local match for the first year (or partial year) of service.

- **March 2010 Town Meeting** – Voters approve the Town of Hinesburg joining CCTA. Voters also approve allocating \$12,796 to cover our required local match in FY2010-2011 for a partial year of service. These funds taken together with NRG's pledge of financial support will cover Hinesburg's local match for a partial year of service, IF CCTA is successful in getting federal funding (administered by VTrans) through the Congestion Mitigation Air Quality (CMAQ) program. If successful, service could begin in February 2011.
- **July 2010** – The Town formally joins CCTA as a member municipality, and appoints representatives to the CCTA board.
- **Fall 2010** – CCTA indicates CMAQ funds are not available this year, so start of service will be delayed until funds are secured – probably a 1-year delay. CCTA indicates that the Town's local share for one full year of the proposed service will be \$33,673; however, best case scenario, new service probably wouldn't start until February 2012, so only a partial year's worth of the local share would be needed at that point. CCTA recommends the Town carry forward the \$12,796 in the FY2010-2011 budget, and budget another \$20,877 in FY2011-2012 to cover the full local share. This would allow CCTA to implement the new service anytime in FY2011-2012 if federal funding becomes available.
- **December 13, 2010** – Selectboard meeting where CCTA service and budget is discussed. Given a tight budget, the Selectboard decides to budget \$10,000 for CCTA service in FY2011-2012. When combined with the \$12,796, this should be more than enough funding to cover our local match for the first partial year of service.
- **March 2011 Town Meeting** – Voters approve FY2011-2012 budget. Public Transportation, CCTA is included in regular budget as a new line item for \$10,000.
- **September 2011** – Selectboard finalizes carry forward items from FY2010-2011 budget and reserve funds. Original CCTA service allocation of \$12,796 is not carried forward – seems to have been an inadvertent oversight.
- **October 2011** – CCTA is preparing a grant application for CMAQ funds, and needs to know what the Town has set aside for local match. Town Auditors indicate that \$12,796 from FY2010-2011 has been absorbed back into the Town's fund balance.

*On a Motion by Ken Brown; Seconded by Mike Bissonette and Passed unanimously, the*

*Selectboard authorized \$12,796 from the Town's General Fund Balance be used as Hinesburg's CCTA match in FY2012 as this was the originally intended use of the \$12,796 approved in the FY2011 budget.*

3) Warrants –

*On a Motion by Andrea Morgante; Seconded by Ken Brown and Passed unanimously, the account payable and payroll warrants of 10-20-11 were approved.*

4) Contract to Lamoureux & Dickinson for Phase 1 & Phase 2 of Recreation Facilities Project –

The Selectboard appropriated \$10,000 from the Recreation Field Reserve Fund so the Town could work on a conceptual study of potential new recreational fields on land currently owned by the Bissonette Family. The Town hired a Project Manager – David Hallam – to assist in that effort. The PM developed and sent out an RFP on October 3, 2011 to pre-qualified firms with a due date of October 14; five (5) firms responded. All of the proposals were competitive in terms of quality and cost. The consensus was that Lamoureux & Dickinson was the most qualified to complete this project of all of the bidding firms and - to top it off - they had the 2<sup>nd</sup> lowest cost proposal. The Town should award L&D the contract for both Phase 1 and Phase 2 of the project but only the funding for Phase 1. Phase 2 would only be funded if the Phase 1 report indicates the project to be feasible. Phase 1 is scheduled to be complete by December 15; Phase 2 by January 13; with the intent that by Town Meeting citizens would have an understanding of the final projects scope and cost.

*On a Motion by Andrea Morgante; Seconded by Randy Volk and Passed on a 4-0 vote (Mike Bissonette abstained) the Selectboard awarded the contract for Phase 1 and Phase 2 of the Conceptual Study of Potential New Recreational Fields on land currently owned by Wayne Bissonette to Lamoureux & Dickinson.*

*On a Motion by Randy Volk; Seconded by Ken Brown and Passed on a 4-0 vote (Mike Bissonette abstained) approving work on Phase 1 commence immediately with the understanding that approval and funding for Phase 2 will not be authorized until Lamoureux & Dickinson completes its Phase 1 deliverables consisting of conceptual drawings of the recreational facility and a Phase 1 report and at a time that the Selectboard authorizes the funding to complete the Phase 2 portion of the project from the Recreation Field Reserve Fund.*

*On a Motion by Randy Volk; Seconded by Ken Brown and Passed on a 4-0 vote (Mike Bissonette abstained) the Selectboard authorized the Town Administrator to sign the contract with Lamoureux & Dickinson on behalf of the Town.*

5) Interview with Catherine Goldsmith for Appointment to Village Steering Committee –

Catherine Goldsmith submitted the following letter as her application for the open Village Steering Committee Seat.

Dear Members of the Selectboard:

I would like to apply for the open seat on the Village Steering Committee. I have lived in Hinesburg for eight years and prior to that time I worked at the Carpenter Carse Library as the Assistant Director. My educational background includes a Masters of Library Science and a B.A. in History with an emphasis in local history. I have been interested in the mechanics of small town life for many years and have done a fair amount of self-education in the fields of planning and architecture.

I believe Hinesburg is at a pivotal time in its history because there seems to be a conflict between preserving the original, still functional, village, and the potential of larger development. I think the Town of Hinesburg is only enhanced by having a strong village at its core.

I would like to use my research expertise to assist in visioning, planning and creating "Main Street" improvements to

measures can help control traffic speed while keeping it moving.

In addition, I believe goal #2, "creation of a "walkable" community center" is absolutely crucial to the vitality of our town. Some of the board will remember my efforts to try and complete the sidewalk link between Dark Star and the Bank of Middlebury a few years ago. As the population ages, it is increasingly important to provide safe and inviting places to walk for healthy recreation and to obtain services. Isolation among senior citizens often results when driving is no longer possible or becomes difficult. Of course, a walkable village benefits residents and visitors of all ages including families with young children and children traveling to school.

I would like to be play a positive role in the fulfillment of the vision for Hinesburg as described in the Town Plan.

Thank you for your consideration.

Sincerely,  
Catherine Goldsmith  
10732 Route 116  
482-2926

The Selectboard discussed the make-up and balance of the Village Steering Committee (VSC). Mike Bissonette and Randy Volk expressed concern that Ms. Goldsmith's appointment to Mr. Busier's seat would not leave the VSC with a diverse ideological viewpoint nor with a business owner. Other members expressed understanding of Mike and Randy's view but also viewed Catherine as an eager and talented asset to the Committee.

***On a Motion by Andrea Morgante; Seconded by Ken Brown and Passed on a 3-2 vote (Mike and Randy opposed the Motion) Catherine Goldsmith was appointed to the recently vacated seat on the Village Steering Committee for a term ending October 31, 2012.***

#### **6) Executive Session to Discuss a Personnel Issue**

***On a Motion by Andrea; Seconded by Jon Trefry and Passed unanimously, the Selectboard entered Executive Session at 7:35pm***

***On a Motion by Ken; Seconded by Andrea and Passed unanimously, the Selectboard exit Executive Session at 8:00pm.***

***On a Motion by Jon Trefry; Seconded by Andrea Morgante and Passed unanimously, the Selectboard accepted Police Chief Fred Silber's letter of retirement dated October 20, 2011, and to sign the Retirement & Severance Agreement dated October 21, 2011 between the Town of Hinesburg and Chief Fred Silber.***

***On a Motion by Jon Trefry; Seconded by Randy Volk and Passed unanimously, the Selectboard offered Deputy Chief Frank Koss the position of Chief of Police for the Town of Hinesburg starting January 1, 2012 with the terms and provisions to be agreed upon on a later date.***

***On a Motion by Jon Trefry; Seconded by Randy Volk and Passed unainmosly, the Selectboard offered Ms. Heather Lanagan a position of Full-time Community Police Officer for the Town of Hinesburg starting January 4, 2012 with the terms and provisions outlined in her October 24, 2011 letter of employment with the Town of Hinesburg.***

#### **7) Adjourn –**

***On a Motion by Mike Bissonette; Seconded by Andrea Morgante and Passed unanimously, the the Selectboard adjourned the meeting at 8:05pm***