

SELECTBOARD MEETING

January 9, 2012

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Attending the meeting; Jon Trefry, Randy Volk, Andrea Morgante, Mike Bissonette, Ken Brown, Joe Colangelo and attached list.

Meeting called to order at 7:00 p.m.

Review Financial Statements and Audit - Year Ending June 30, 2011

Don Murray, CPA, Fothergill, Segale, & Valley reviewed the report with the Board.

Don touched on the increase in the Town's net assets / fund balances / water and wastewater decreased fund.

It was suggested the Town have a formal written investment policy.

Andrea moved the Board vote to accept the Audit for the Year Ending June 30, 2011. Second by Ken and approved.

Town Clerks, Treasurer, Elections, and Delinquent Tax Collector FY2013 Budget

Missy Ross reviewed the budgets with the Board. She noted the increase in the Clerk/Treasurer budget for an increase in auditors hours.

Phase 1 Presentation of Bissonette Recreation Field Project

The Town contracted with Lamoureux & Dickinson (LD) for Phase 1 and Phase 2 of a conceptual study of a new recreation facility on land currently owned by Mr. Wayne Bissonette just west off Route 116 and south of and Shelburne Falls Road. Mr. Bissonette has offered to gift the land to the Town to be used for recreation fields and the Town would be responsible for the costs of permitting, land transfer, and construction.

Phase 1 is to determine if there are any 'showstoppers' and to furnish a written report to the Town of all findings along with cost estimates to acquire the land, payment of potential fees, and obtaining all necessary permits. The deliverables for Phase 1 include a conceptual drawing and the Phase 1 report

Phase 2 of the project includes the development of three (3) alternative concept plans, a recommendation of construction phasing, construction cost estimate, and a public presentation of all findings at a Selectboard meeting.

The project currently shows two (2) full-sized soccer fields; four (4) U-10 (youth) fields; a Cal Ripken Little League baseball field; an access road from Shelburne Falls Road; water and sewer line connections for bathrooms; a storage facility; a playground; and a parking lot for approximately 50 cars. Doug's research thus far shows that there are no 'showstoppers.' Act 250, however, could be a potential issue. Act 250 would be triggered if the total project disturbed area is over ten (10) acres; as presented currently, the plans show the area at 9.7 acres.

The Selectboard discussed this item on December 19, 2011. At that time, the Phase 1 Report was complete but it was unknown if the project, as currently proposed, would trigger its own Act 250 review. It is now known that the project will need an Act 250 Amendment to the Cairns Act 250 permit but it will not need its own permit.

The Phase 1 Report shows the total estimated cost of permitting the project at \$34,000.

The next step – Phase 2 – is to have our consultants (LD) come up with actual plan alternatives and costs for the project. The Selectboard must approve the funds for Phase 2. These costs will include the quoted estimated cost of \$5,650 from LD plus the additional cost for our Project Manager (estimated around \$500 more for his time in Phase 2).

Andrea asked about the archeological exploration work. Joe said it will be done on the entire parcel.

Randy moved the Board vote to allocate up to \$6,500 from the Recreation Field Capital Reserve Fund for Phase 2 work on the Bissonette Recreation Field project. Second by Ken and approved with Mike B abstaining.

Trails Committee Review

The mission of the Hinesburg Trails Committee is to support the development and maintenance of an interlocking set of trails and dirt roads for recreational and non-motorized transportation uses. The Committee will work to assure that Hinesburg is a community where sidewalks, trails, and unpaved roads provide a safe way for residents to travel, to connect with each other, and to enjoy both the village and surrounding rural area by foot, bicycle, and on horseback.

To accomplish this mission the Committee will work to:

- Establish an interlocking series of footpaths and trails that connects all areas of Hinesburg.
- Identify existing trails, on public and private lands, located within the town of Hinesburg.
- Develop appropriate maps for public trails and for trails on private land with landowners' permission.
- Partner with the town, private landowners, and neighborhood groups to identify possible appropriate uses for those trails and roads.
- Work with landowners to determine an appropriate level of public or neighborhood use of the trails on their land that is in keeping with the landowner's wishes.
- Support landowners in the development of neighborhood trail associations.
- Suggest the development of additional trails that might enhance a network of trails and dirt roads.
- Discover and locate existing abandoned town roads ("ancient roads") that might be used to enhance the interconnectivity of our dirt roads and trails.
- Provide educational and informational service to the community about those trails that are available for public use and how best to use and care for those trails.
- Encourage the maintenance of trails and roads for recreational use and establish methods of maintaining our system of trails through volunteer "trail stewards", trail work groups, etc.
- Develop and update a trail management plan for trails that are under the town's control.

Committee Members

Chairperson: Stewart Pierson
Vice-Chairperson: Cathy Ryan
Recording Secretary: Lenore Budd
Meetings Held: 3rd Wednesday of each month, 7 p.m.
Location: Town Hall

	Term Ends
Lenore Budd	1/01/14
Michelle Fischer	1/01/12
James Goldsmith	1/01/13
Greg LeRoy	1/01/13
Stewart Pierson	1/01/14
Jason Reed	1/01/12
Cathy Ryan	1/01/12
Jane Sheldon	1/01/13
Peter Van Vranken	1/01/13

Stewart reported on the work done by the trail committee as it relates to their mission. The one item they have not had time to address is to develop and update a trail management plan for trails that are under the Town's control.

Lenore Budd addressed the question of "public" as it related to the trails. Are the trails intended to serve the needs of Hinesburg residents or the general public. How would the Hinesburg trails be advertised and promoted – outside Town or within Town.

Andrea said she feels this is an opportunity for thinking about the Town Plan connectivity and the Trails Committee should take the opportunity to serve as an advisory board to the DRB when a project is being developed and brought before the DRB.

The Trails Committee has asked for \$750 in the FY2013 budget; this is an increase of \$250 from the current year (\$500).

Lot 15 Committee Presentation of Final Report(s)

John Kiedaisch and other members of the Lot 15 Committee presented the reports.

John advised that at the Jan 23rd Selectboard meeting they will present information to the Board on funding opportunities.

Catherine Goldsmith asked is the Selectboard would decide on the purchase or if it will be a Town vote to decide to proceed with a purchase.

Jon advised that nothing will be decided until after the DRB has made a decision.

Gay Reagan asked about proposing commercial as well as public uses for the lot. John K. said the committee chose not to show commercial as an option right now. He continued by stating that if the DRB denies the commercial application the committee felt suggesting a commercial use was not a good idea.

It was suggested the Selectboard start exploration work around the steps for the Town to acquire Lot 15.

Jon said the position of the Board is that they are not looking to take any action before the DRB decision.

Tom Ayer suggested looking at other areas on the official Town map that could accommodate suggested uses for lot 15.

Wilson-Anisfield ROW

Rocky's memo and corresponding documentation clearly summarizes the issue and recalls the history.

Joe said he believes there is an outstanding question in terms of the costs associated with the legal work and how much the Town would pay for the work done on behalf of Wilson and Anisfield.

Mike B asked if the landowners knew this item was on the agenda. Joe there has been discussion with the landowners on the issue.

Ken moved the Board vote to approve the proposed right-of-way exchange as shown on a plat of survey entitled 'Survey of Right – of – way Exchange Between the Town of Hinesburg and Terald J. Wilson and Nancy Anisfield, Gilman Rd, Hinesburg, Vermont,' prepared by McCain Consulting, Inc. dated November 16, 2009; and authorize Joseph D. Fallon, Attorney at Law, to sign the Quitclaim Deed for this exchange on behalf of the Town of Hinesburg. Second by Mike B and approved.

24 Hour On-Call Proposal

One result of the November 14 budget meeting was that the Selectboard asked the Police Department to present a proposal for 24-hour on-call service before finalizing the budget. Furthermore, the Police Advisory Committee final report recommended the Selectboard investigate 24-hour on-call service.

Chief Koss presented a proposal to the Board for a 4 hour call out at time and half. He projects from past history calls at a rate of about 5 times a month. Salary and fuel costs are estimated under \$10,000 per year. Frank also reviewed with the Board a drafted policy, which outlines the expectations and procedures of a 24-hour on-call policy.

Frank said he checked with the State Police and the Town can treat this as a pilot project – if the Town decides to discontinue the coverage the State will pick up coverage again.

The Board agreed to include this cost in the budget and present it at Town Meeting. This could be implemented in March if approved as there are funds available in this FY budget.

FY2013 Budget Review

The Town Agent budget is now included in the Selectboard budget under legal fees.

Planning Commission – reviewed requested special projects. Removed the request for the impact fee ordinance for recreation, the west side road scoping study and sidewalk feasibility study.

Buildings and Facilities – add additional \$10,000 for the rec path. Discussed the life expectancy of the Tool Cat and when to start putting funds aside for a replacement.

Library – discussed the high percentage of taxes that are related to the Library budget. Discussed salary and the idea of getting more volunteers. Also discussed how the maintenance of the building has been handled.

The Board reviewed the draft Town Meeting Warning.

Town Administrator's Report

Appointment to Town Forest Committee – Andrea said she is looking for someone with a science background as Kristen brought to the committee.

Andrea moved the Board vote to appoint Paul Wieszorek to the Town Forest Committee for a three (3) year term ending January 1, 2015. Second by Ken for the same reason. Motion voted and approved with Mike B opposed.

Warrants

Randy moved the Board vote to approve the warrants, including payroll, as submitted by the Town Treasurer. Second by Andrea and approved.

It was brought up that in the past the Board has made a motion to recognize receipt of the trial balance. Joe will check if this action is necessary.

Ken asked that the Selectboard make it a point to follow up on the suggestion of the audit firm to have a formal written investment policy.

Ken moved the Board vote to adjourn at 10:30 p.m. second by Randy and approved.

Respectfully submitted,
Valerie Spadaccini, secretary