

**SELECTBOARD MEETING**  
**June 18, 2012**

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Attending the meeting; Jon Trefry, Mike Bissonette, Tom Ayer, Joe Colangelo and attached list.

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

**Hinesburg 250<sup>th</sup> Celebration**

Maggie Gordon was present to talk about what the Historical Society has planned for the big 250<sup>th</sup> on June 24<sup>th</sup>.

- 2pm start time
- Welcome guests (Jean Miner)
- Unveiling the stone (Catholic & United church ministers?)
- Readings: HHS members will take turns reading the charter and a selection of stories
- Announce & point out documents on display & items for sale
- Musical interlude: the Hinesburg March (either live or recorded)
- Refreshments (Maggie will bring a cake w/ the new logo on top)
- Display of easels with documents and maps for perusal
- Table with booklets, postcards, CDs, t-shirts, pins for sale
- Table for postmaster & postmark

Pins and t-shirts have been ordered to be sold. The intent is that the cost of producing the products will be zeroed out from sales. Missy would like to set-up a new line number in the FY2012 budget, which will carry over to the FY2013 budget for the 250<sup>th</sup> Celebration. The expenses from this fiscal year will hopefully be offset 100% by revenue.

Mike B moved the Board vote to approve creating a new line-number in the FY2012 budget for expenses related to the 250<sup>th</sup> Celebration. Second by Tom and approved.

**Public Safety Facility Discussion**

On Monday, June 11<sup>th</sup> the Board hosted a public meeting on the Public Safety Facility project. At that meeting, the Vision Statement and the Statement of Needs were used as the framework to shape the discussion and as a way to get feedback from community members. Though the meeting itself was somewhat lightly attended (approx.36 participants) the attendees seemed to represent a good cross-section of thought in the community on the project. The Board also received around 10 written responses from people who could not attend the meeting which will be incorporated into the meeting notes.

John Kiedaisch said he supports the project and feels it is clear the project needs to be done. He is glad to see that the Selectboard had addressed some of his comments and recommendations made at the June 11 meeting. Mike B said that at the public meeting John asked about identifying space needs and he asked John if he feels that had been done. John said he does feel that has been shown.

Tom again asked about the training space requested by the Fire Department. He suggests if possible using space available at CVU or HCS. He would like to know what the department's needs not wants are as the Selectboard is hearing questions from residents around this item.

Al said there are possible liability and damage concerns doing training off site. Frank added that scheduling can become an issue off site.

Joe outlined these basic questions that need to be decided on before moving forward.

- 1) To co-locate or not to co-locate?
  - a. Is it worth investigating rehabilitation of the current police station?
  - b. Is it worth investigating placing a new police station at the site of the current police station?
  - c. Joe assumes the Town wants to keep investigating co-locating the police station with the current fire station...
  
- 2) Lot 1?
  - a. Do we look at a build-out of a Town Green as part of this project on Lot 1?
  - b. Do we want to look at the possibility of subdividing Lot 1 and selling some portion of Lot 1 as a way to fund a new facility?
  
- 3) Build entire program or phased approach?
  - a. Are we going to look at a police station only at this time and a future expansion of the fire department?
  - b. Are we going to look at police and fire both at this time?

In considering the questions above, Jon noted if the current Police Department building ends up being used for something else it should be removed from this project. Jon also felt the Green Space should remain a part of the project. Tom said this could be an opportunity to involve volunteers as was done for the ballpark at HCS.

Jon said people are clearly asking for a phased project.

Joe said the “in house” committee could come up with 4 or 5 suggested possibilities for the Selectboard to review and pick 2 or 3 from that list to give to Vermont Integrated Architecture.

Jon said that will also give the Board time to review the notes from the public meeting and additional comments submitted after the meeting.

Once the master planning work is done the community will be able to again review the project having a reasonable idea of the costs and hurdles associate with a few project alternatives and will be able to move to Phase 4. Phase 4 would be complete drawings and renderings of a preferred alternative which would lead into Phase 5 – final cost estimates.

Frank asked about the value of Lot 1 and Jon said the Town could get an appraisal.

John Roos asked if there could be a break out of cost for the particular rooms – training room; police Chief’s office, detention cell. It was explained the cost is done on a sq. ft. basis and that would not be practical.

Tom said he would like to see specifics form the Police and Fire Chiefs – such as how many bays are needed, how many offices needed, how often would there be a need for the cell.

### **Impact Fee Ordinance:**

Peter, Alex, and Joe met with Mike Munson on June 6<sup>th</sup> for a discussion on the Impact Fee Ordinance, as follow-up to some issues that have surfaced with the ordinance in terms of interpretation of existing language and some larger policy issues with the ordinance.

Four (4) main issues were discussed at the meeting.

1. Should the Town update the ordinance in order to a) clarify existing language and b) codify existing practices?
  - The recommendation from Staff is to engage in some editing to clear-up some of the fog.
  
2. Should the Town reevaluate the ordinance and charge fees for interior renovations?

- This has been an issue with the former Saputo facility and questions from the community as to why the 'improvements' to this facility have not been charged an impact fee by the Town while a new grocery store would need to pay the fee to the Town. But the ordinance does not charge for internal renovations to structures. Staff believes that this aspect of the ordinance should remain because it would be too difficult to 'police' all internal upgrades and be able to charge an impact fee justly to all new internal construction work.
3. Should the Town reevaluate the ordinance to look at value as opposed to square footage?
- Currently, for example, an improvement to a mobile home would be charged at the same rate as an improvement to a \$1mil home. This is a policy decision for the Selectboard.
4. Should the Town reevaluate the ordinance to exempt small additions?
- The intent of the ordinance was not to go after very small additions to homes and/or businesses that do not impact emergency services, like a small mudroom addition. The intent of the ordinance was to capture fees from large(r) scale development that really does have a significant impact on Town emergency services – like Thistle Hill, Kinney Drugs, Hannaford, etc. The funds collected from many small projects do add up as part of the revenue stream for the town as you can see from the included print-out of impact fee revenue collected to date.

If the Selectboard would like to investigate some or all of these changes to the ordinance then we need to retain Mike Munson's services. At the very least Town staff recommends working with Mike to get more clarity on item #1. Item's #3 and #4 are policy decisions and Joe will leave the Selectboard in charge of determining if we should move forward and investigate what those changes would look like to the ordinance at this time or not.

Remember that any changes to the ordinance could play a somewhat significant role on the revenue stream generated by this ordinance and we will use the estimated annual revenue generated from the Impact Fee Ordinance when we start estimating the cost to the property tax payer for a public safety facility (see conversation from agenda item #4 above).

The Board is in agreement to work on the clarifying the language, they are not in favor of charging for interior renovations. There is some interest to exempt small additions; the Board would need to pick a size.

Mike B moved the Board vote to work with consultant Mike Munson to update the Impact Fee Ordinance for the following purposes; clarify existing language, codify existing practices, look at value as opposed to square footage, exempt small additions. Contract for work will come to the Selectboard for approval before work begins. Second by Tom and approved.

### Wastewater Allocation

Jon asked Rocky about the testing results and meeting the State standards. Rocky said the numbers revolve around sludge remaining in the treatment plant and hopefully the sludge removal done last year will reduce the numbers when testing is done this year.

Mike B moved the Board vote to approve the FY2013 Wastewater Reserve Allocation Capacity as presented by the Director of Buildings & Facilities in his June 15, 2012 memo to the Selectboard. Second by Tom and approved.

Tom asked Rocky about the well behind Town Hall. Rocky said Heindel and Noyes have a proposal at the State level to try another alternative to improve the water flow.

Tom also asked about the wells at Geprags Park. Rocky said that is an alternative if needed.

**Sergeant**

Per the Police Advisory Committee recommendation, the proposed FY2013 budget, and Chief Koss's recommendation, the Hinesburg Community Police Department proposes to create a position of sergeant. This position will supplant the former Deputy Chief position that the current Police Chief formally held in the Hinesburg Community Police Department.

Mike B moved the Board vote to eliminate the Deputy Chief of Police position within the Hinesburg Community Police Department. Second by Tom and approved.

Mike B moved the Board vote to create the position of Sergeant within the Hinesburg Community Police Department. Second by Tom and approved.

Tom moved the Board, on recommendation of Chief Koss, offer the position of Sergeant to Caleb Casco per the terms outlined in his Letter of Employment effective immediately with salary adjustment effective beginning July 1, 2012. Second by Mike B and approved.

**Town Administrator's Report**

1. **Recreation Path Project** – Last week SD Ireland moved some equipment in and started to set up a staging area near the CVU bus garage on CVU Rd. This week they actually got rolling. They started at the CVU Rd/116 intersection heading up CVU Rd. Their plan at this point is to keep going on the CVU Rd section so they can complete as much as possible while school is out, then head back and complete everything on the Shelburne Falls/Ballards Corner Rd section. They cleared brush and stripped topsoil from the 116 intersection up to their staging area. They are now adding fill and compacting, both subgrade and final grade. In two weeks they plan on another crew being here to start from the Commerce St end and work up Mechanicsville RD. So far things are going smoothly and no major issues encountered. .
2. **Visualization Project** – The consultants have started work on behalf of the Town and the Village Steering Committee. The owner of the firm has been away so the actual contract has not yet been signed but will be in short order.
3. **ECOS update** – Alex and Joe met with representatives of the regional planning committee to go over work to date on ECOS project.
4. **Lease Financing** – Nearly done with all documents, legal and otherwise, in order to close on the purchase of the three pieces of equipment: excavator, pick-up, and dump/plow.
5. **Sidewalk** – Rocky and Joe did final inspection with VTRANS of the new sidewalk leading to Papa Nick's
6. **July 4<sup>th</sup> Parade** – Copy of permit in the packet.
7. **Employee BBQ** – June 28<sup>th</sup> at Noon.
8. **Public Hearing July 9<sup>th</sup>** – Scheduled public hearing for the town takeover of Farmall Drive and Fredric Way at 6:30pm at the intersection of Farmall and Fredric in the Creekside subdivision.
9. **Town Meeting Minutes** – Last week the Minutes were missing one piece of information. That blank has been filled and they are ready to be approved by the Selectboard. Only the three (3) members who were on the Selectboard at Town Meeting should vote their approval. Approval tabled, needed another Board member for action.
10. **Fy2013 Paving Grant** – Our grant was approved for North Road paving. This fits perfectly into the new capital budget. Therefore we will be able to pave our 2+miles of road way this summer and carry over the necessary funding to the FY2014 budget to continue the necessary paving to keep Hinesburg on a scheduled paving program. See email from VTRANS and 5 year paving capital budget as references.
11. **Municipal Work Plan** – Joe thinks it would behoove the Selectboard and the Town Administrator to adopt a work plan at the July 9<sup>th</sup> meeting. Joe would like to come up with five (5) main projects to be tackled over the next 6 months and for each Selectboard member to be the 'champion' of one (1) project. Potential focus projects would be the public safety facility, the Bissonette Field, rural area development, town water source, etc. etc. Joe believes it would be beneficial to be proactive rather than reactive for the next 6 months and be able to prioritize the most pressing needs to help organize Select board agendas and meetings.

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12. **Bissonette Field** –Joe met with Roland Palmer – Director of Advancement Services for Champlain College and Mike Bissonette about how the Town could go about fundraising for the Bissonette Field Project.
13. **Ribbon Cutting Playground** – We had a ribbon cutting for the Hinesburg Community School playground on June 11<sup>th</sup>. It was a nice event. The Town contributed \$2000 towards the project.

Joe noted that a resident contacted him stating he received a permit to do his own firework display and he would like to use lot 1 as an area to set off the fireworks. The Board asked Joe to check with the Public Safety Departments and insurance rider and if no problem allowing this they are in favor.

#### **WARRANTS**

Jon moved the Board vote to approve the warrants, including payroll, as submitted by Town Treasurer. Second by Mike B and approved.

#### **MINUTES**

Jon moved the Board vote to approve the minutes of June 4, 2012 as amended, second by Mike B and approved.

Mike B moved the Board go into executive session for personnel discussion including Joe Colangelo, second by Tom and approved.

Mike B moved the Board come out of executive session and adjourn, second by Tom and approved.

Respectfully submitted,  
Valerie Spadaccini, secretary