

**SELECTBOARD MEETING
NOVEMBER 5, 2012**

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Attending the meeting; Jon Trefry, Andrea Morgante, Phil Pouech, Mike Bissonnette, Tom Ayer, Joe Colangelo and attached list.

Meeting called to order at 6:30 p.m.

Public Safety Facility – Phase 4

Joe explained the process to the point the Town is at now in this on-going process developed and adopted by the Selectboard and Town staff to move methodically thru the process of carrying a large scale public works project from the conceptual stage to final plans to bond vote and, ultimately, to construction. It is understood that the project will only make it from conceptual plans to construction if a collaborative process is followed between the public safety departments, the Selectboard, and the public. The Town teamed up with Vermont Integrated Architecture to develop the 5-phase program listed below:

- **Phase 1** – Visioning and Programming (completed): In this phase Town staff developed a Statement of Needs and Vision Statement
- **Phase 2** – Community Wide Design Charette (completed): In this phase the public was invited and encouraged to review and critique the Statement of Needs and Vision Statement and offer input and suggestions.
- **Phase 3** – Master Planning (Complete) Upon review of information gathered in Phase 1 and Phase 2, Phase 3 looks at the full build-out potential of three alternatives. Included are rudimentary site plans and square footage cost estimations.
- ****Phase 4** – Conceptual Design (In progress): Once a preferred alternative is selected, final design work will be complete. Site plans, 3D modeling, floor plan, and elevation drawings.
- **Phase 5** – Cost Estimates (Future): Independent cost estimator will develop a total project scope narrative and project cost to prepare for a bond vote.

Ashar Nelson of VIA gave a presentation of the master plan designs. These plans are a product of the collaborative work completed to date on the public safety facility. The designs show the ‘preferred’ alternative – the Public Safety Campus – that have been endorsed by the Selectboard as the best design option moving forward and from constant interaction between the architect, the police and fire chiefs, and the Public Safety Facility Committee. A Lot 1 Master Plan was shown that incorporates elements gleaned by the landscape architect from the October 17th public meeting and from the past work done by the Town and the Lot 1 Committee.

There is still time for revisions to be made with the designs before final cost estimates are developed as a result of the plans. It is anticipated that final cost estimates will be available by the end of November and at that time there will be another public meeting to discuss financing options and construction phasing options to complete this project with a reasonable budget.

John Roos asked about flipping the entire PD building to face south. Ashar said there will be more conversations around use of the green space and changing the way the building faces will be a part of that.

John also asked the Selectboard about projected future police staffing as the proposed building is so much larger than the current one. Mike B responded that the current levels are adequate and there is no plan to add personnel. Fran Koss said the current building at 1300 sq ft is not adequate.

John asked Al Barber if the large meeting space in the Fire Department building will be available for other users and Al said it would.

John Kiedaisch asked about the status of the park and ride. Ashar said the proposed master plan allows for a loop that would accommodate public transportation.

John K asked about the status of the sale of Lot 1. Jon said that Rocky met with an appraiser and the Town should have an appraisal on the lot in early December. Andrea added the Town is looking at ½ acre of the corner lot.

John K asked Tom specifically what his feelings are on the plan. Tom responded that he likes the direction for the Police Department at this point – he is waiting to see what the cost comes in at before making final judgment. He is also interested in the possible sale of the corner lot. He noted the Fire Department proposed size of the addition concerns him.

Alex showed on the master plan map what the committee was suggesting regarding the connector road for bus access, moving the Police Department building back to the originally proposed position. Ashar responded that it was misunderstood as to exactly what the committee was referring to and he can address that.

Affordable Housing Committee Update

The mission of the Hinesburg Affordable Housing Committee is to gather, generate and prioritize ideas and plans which will help to increase the availability of affordable housing in the Town, as well as to assess the quality and quantity of current affordable housing in the Town, and to bring these ideas and information forward in an advisory manner to the Selectboard, the Planning Commission, the Development Review Board and Town staff. Below is the report to the Selectboard from the Committee.

“Since our last update to you in April 2012, we have continued to follow planned housing developments with an eye on including Affordable Housing components. Housing Vermont and Cathedral Square were both interested in securing land for affordable housing in back of Kinney Drugs as part of future development. Ultimately they were unable to work out a successful plan with the developer. They will continue to watch further large developments in Hinesburg to see if a project is feasible. We met with Tinker Palmer and Len Duffy about a future expansion of affordable elderly housing at Kelley’s Field. We also are following the Norris proposal for housing across from Buck Hill Rd West.

Our biggest project has been a survey of possible energy improvements in mobile homes. Our group was approached by a representative from Efficiency Vermont to see if we would be interested in developing a proposal to apply for grant funding. We elected to work with Mountain View Mobile Home Park manager HFI; they were very interested in developing a pilot project. We also were fortunate to work with UVM faculty Dan Baker and Kelly Hamshaw and their students in Applied Economics and Community Development as this project progressed.

We decided to survey park residents before submitting a proposal for funding and held a meeting with a group of residents to determine their interest and what questions to ask on the survey. With the help of the UVM students the survey took place at the end of September; we were able to complete surveys with 27 of the possible 47 residents of the park. Just last Saturday we hosted an Energy Fair where local contractor Chuck Reiss demonstrated at two homes how a full energy audit complete with blower door testing is performed. We also completed 6 other “Mini-Evaluations”; not quite energy audits but an initial look at consumption and building construction. The next step in this project is to evaluate all the data and apply for a grant from Efficiency Vermont. While some folks surveyed would qualify for the free Weatherization Program, many are just a tad over the income guidelines.”

Rocky noted the committee is looking for one more member.

Asked if other trailer parks would be looked at for energy improvements Rocky stated this is a pilot project by Efficiency Vermont and future projects are unknown.

FY2014 Budget Presentation

The proposed budget was presented in its entirety at this meeting, and then at each Selectboard meeting thereafter the Selectboard will have a chance to publically meet with each department head and discuss each individual budget in more detail.

Joe briefly reviewed the budgets of the Town departments and commissions and had examples of how different budget items would affect a property owners tax costs.

After the Selectboard has a chance to review all of the budgets it will have at least three meetings in December and January to discuss the budget, suggest edits, and submit as the Selectboard's recommended budget for voter consideration at Town Meeting (March 4).

Bissonette Field Project

The Selectboard created a line-item, per request of the Recreation Commission, a few months back to accept donations for the July 4th Celebration. As a reminder, the Recreation Commission now has a subcommittee formed for the purpose of fundraising for that effort. Thanks in large part to Tom Ayer for getting the ball rolling on that item after this last fireworks show.

Now the Recreation Commission is asking the Selectboard to create a line-item in the Recreation Budget for the purpose of accepting donations for the proposed Bissonette Recreation Field Project. Tom Ayer is leading the charge on this front and has a goal of fundraising for the entire project and keeping tax payer money out of the picture entirely.

The Town is scheduled for the November 20th DRB meeting for initial sketch-plan review of the project. The Town Administrator, Frank Twarog, and Jen McCuin are planning to attend on behalf of the Town. Selectboard members would obviously be welcome too.

Andrea asked if the project is just the field or also the road. Joe said the entire project is proposed including site plan, fields and road.

Phil asked if people giving money toward the project know what the end result will be or if that could change depending on funds raised. Tom said they expect to be able to do the entire project

Tom moved the Board vote to approve creating line-items in the Recreation Budget to accept tax deductible donations for the purpose of development and construction of the Bissonette Family Recreation Field Project and to expend donated funds for the Bissonette Family Recreation Field Project. Second by Phil and approved with Mike B abstaining.

Weed Road

The Selectboard took up further discussion on the status of Weed Road at the last Selectboard meeting after its site visit on October 1, 2012. Alex Weinhagen followed-up with the Rowell's after that meeting relaying the direction of the Board to the Rowell's. According to the engineer hired by the Rowell's the grades at the intersection of Weed Road and Shelburne Falls Road average out at 5%, slightly greater than the recommended 3%. The Selectboard needs to decide how it would like to proceed. Have the Rowell's bring the grades down to 3%? Or have another engineer shoot grades? Peter Erb states that the grades are closer to 8%. Joe stated the Rowell's have made a very good faith effort to upgrade Weed Road to the standards and expectations of the Town.

Mike B moved the Board vote to accept the improvement work done by the Rowell's on Weed Rd as sufficient for the official classification of the road to a Class 4 and start the process of laying out the road for final acceptance by the Town and reference the engineers report in the letter from Civil Engineers Associates.

Phil noted the original recommendation to get the work done was to include Mike Anthony and Peter Erb and it does not appear that was done. He would like an opinion from Peter and Mike A on the letter from Civil Engineering Associates.

Joe said Mike A has no concerns regarding the issue of the grade.

Mike B withdrew his motion and the item will be taken up at the next Selectboard meeting.

Town Administrator's Report

1. Rte 116 Paving Part IV– Andrea said she thought there was going to be another meeting with VTrans to review all the Town requests.
2. Conference Table – The Board reviewed a cost estimate to create a new 3rd floor conference table from the salvaged wood from a wind storm. No decision was made and this will be taken up at the next meeting.
3. Curb Cut Requests – Mike B moved the Board vote to approve authorizing the Town Administrator to act on behalf of the Selectboard to sign road cut permits after review by the Highway Forman and Zoning Administrator. Second by Tom and approved.
4. Rte 116/Public House Permit – The State approved the Public House's request to create a fire lane directly in front of their building along Rte 116. The Selectboard supported this concept and submitted the State with a letter of support.
5. Rte 116 Sidewalk – We were awarded ½ our initial grant request for a sidewalk on the east side of 116 from Commerce Street to CVU Road and were awarded \$235,000 to design and construct a sidewalk from Commerce Street to Riggs Road. NRG has agreed to take responsibility for the 10% local match requirement. We will now seek financing for the Riggs Road to CVU portion of the sidewalk from another source. Special thanks to Lenore Budd and Martha Keenan for their work on this grant. The Selectboard will consider accepting the grant on November 12th.
6. Health Insurance – We will be hosting a meeting on the expected health insurance changes at 3pm this Friday. Joe will try to move the meeting to a new time/date. Our Member Relation Representative from the Vermont League of Cities and Towns will give the presentation. Although January 1, 2014 is 14 months away still, it will approach quickly and we all need to prepare for the changes in the health insurance landscape as a result of the Affordable Health Care Act.
7. Rocky's Truck – Rocky's old truck is now for sale. Bids due November 16 and the Selectboard will be asked to award the 'winning' bid on November 19th. The money from the sale of the truck will be used to purchase a new plow for Rocky's new truck.

Board of Liquor Control

Andrea moved the Board convene as the Board of Liquor Control, second by Mike B and approved.

Phil moved the Board vote to approve the 1st class liquor license for Back to Basics VT, second by Tom and approved.

Andrea moved the Board adjourn as Board of Liquor Control, second by Mike B and approved.

Selectboard Items

Mike B asked about the sidewalk to the school. Jon said the landowner agreements are being signed and worked out.

Mike B suggested considering including for contracting a grant writer as a budget item.

Warrants

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

Minutes

Phil moved the Board vote to approve the minutes of October 1 as written, second by Andrea and approved.

Phil moved the Board go into executive session for personnel and legal discussion. Second by Mike B and approved.

Phil moved that the Board come out of executive session and move to acknowledge that Renae Marshall has satisfied her probationary period and authorize a \$.50 per hour wage increase retroactive to October 1, 2012. Second by Mike B and approved.

Phil moved to adjourn, second by Mike B and approved.

Respectfully submitted,
Valerie Spadaccini, secretary