

**SELECTBOARD MEETING  
MEETING MINUTES - DECEMBER 3, 2012**

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

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

**CBC Interviews**

Susan Rusten met with the Board to express her interest in a position on the Trails Committee. She moved to Hinesburg about a year ago and is now looking to be more involved in Hinesburg.

Sue is interested in getting school children involved in exploring the trails that she has enjoyed hiking in Town. She has served on a Trails Committee in Wilmington.

Mike Potvin was present to meet the Board members not at the previous meeting he attended.

Tom asked as the work of the Trails and Forest Committees seem to overlap some, where does his interest lie. Mike said he is interested in protecting the forest by working on the Forest Committee.

Jon asked Mike what protecting means to him. Mike said to balance uses such as best places to build the trails, should use be expanded or restricted.

**Appointments**

We also have one (1) more slot in the Town Forest Committee. The appointment of this position would be to finish the term of Brooke Scatchard – valid thru January 1, 2014. The active names on file are Andrea Reagan, Aaron Townshed, Jim Collins, and Mike Potvin. Andrea, Aaron, and Jim interviewed back in January; Paul Wiezerack was appointed at that time. Andrea re-emailed her interest this past week; and three of the Board members interviewed Jim and Aaron.

Tom moved the Board vote to accept the Resignation of Jason Reed on the Trails Committee and appoint Sue Rusten to his seat for a term expiring on January 1, 2015. Second by Phil and approved.

In researching the re-appointments to the Planning Commission, Joe discovered that Bob Linck had not been re-appointed.

Jon moved the Board vote to re-appoint Bob Linck to the Planning Commission to a 4 year term Jan 1 2013 to Jan 1 2017. Second by Andrea.

Mike B said he is of the opinion that Bob Linck has very specific ideas around planning and is not open to accept other ideas.

Tom asked about how the Selectboard is looking at obtaining balance within the Boards and Commissions. Could be done either by appointing individuals with open minds or by appointing opposing opinions and have the commission work through that to find compromise.

Motion voted and approved with Mike B opposed.

**Highway Maintainer Interview/Appointment**

Nick Campagna met with the Board regarding his application and recommendation for the position of Highway Maintainer for Hinesburg. Nick is a graduate of CVU, a member of Vermont's National Guard, and has three (3) years of appropriate experience with the Vermont Agency of Transportation; he currently lives in Williston. Nick interviewed with Mike Anthony and Joe and they recommend the appointment.

Tom moved the Board vote to offer Nick Campagna the Position of Highway Maintainer for the Town of Hinesburg and to have the Board Chair sign his Letter of Employment. Second by Andrea and approved.

**Vt Department of Fish & Wildlife: Special Use Permit & License Agreement**

Two (2) items of business here; both grant the Town of Hinesburg use of land owned by the State of Vermont. The first item is a Special Use Permit which would grant the Town access to a 15' strip of land along the northerly boundary of Hidden Meadows. This permit would allow access to transport logs from a portion of the Town Forest. The second item is a license agreement for the use of trails.

Andrea moved the Board to authorize the Selectboard Chair sign the Special Use Permit #405-00-PU1-2013 which will grant the Town the right to a 15' strip along the northerly boundary of Hidden Meadows in order to access the Town Forest for logging and general maintenance purposes. Second by Phil and approved.

Tom asked what the Town receives in exchange for the lumber. Andrea said the Town will get road construction work to facilitate the logging. Stewart also noted this will allow access to the meadow that will be mowed.

Lenore noted that there are some minor language changes to be made to the license.

Phil moved the Board vote authorize the Selectboard Chair sign License #405-00-BU1-2013 with the corrected minor language changes proposed by Lenore Budd granting the Town of Hinesburg use of a portion of the Lewis Creek Stream Bank Property, consisting of 91.56 acres and known as the Copp/Welch II parcel, for Trail Maintenance. Second by Andrea.

After discussion the Board decided to table the motion and wait for a final copy of the license to sign.

**FY2014 Highway Department**

Highway budget reviewed with Mike Anthony.

As discussed previously with the Board, Mike included additional funds for striping the fog lines.

The paving project for Richmond Rd was discussed in regards to the Complete Streets requirements. Thoughts on waiting to pave Richmond Rd or to pave a portion of Richmond Rd and a portion of another road were discussed. Mike A said he does not want to expose the road to further damage by not paving as planned. It was noted that the Town would be complying with Complete Streets if we are able to mark 3 foot shoulders as was done on North Rd.

Jon asked about professional services. Last year this was for engineer work and he wanted to know if it is needed again. Andrea suggested leaving it in as a special project such as a management plan for dealing with invasives.

Phil asked Mike A if he anticipates any special project that will require engineering work and Mike A did not.

Excavation work line – Mike A said the Highway Dept is able to do more now with the new equipment and they may not need as much contracted out.

**Rte 116 Paving Plans**

Discussed the problem with the catch basins and other items of concern related previously to AOT.

**Bissonette Field Project – L&D Contract**

Per the approved FY2013 Recreation Capital Budget, the Town has planned to go forward with final design work and permitting for the Bissonette Recreation Field Project. The contract amendment is available for review and is consistent with what the proposed cost was in the final report delivered to the Selectboard last winter and used for budgeting purposes.

Tom moved the Board vote to sign the Contract Amendment with Lamoureux and Dickinson for Final Design and State Permitting Services for the Bissonette Field Project at the Not to Exceed Amount of \$18,000. Second by Andrea and approved with Mike B abstaining

### Lewis Creek Grant Application – Letter of Support

The grant will provide funds so LCA can coordinate a project that will involve biologists from VT Fish and Wildlife, DEC water quality division, and consultants to inventory and monitor the diversity of the fish and other aquatic organisms in the stream. Both DEC and VT F&W have identified Lewis Creek as a highly productive and important stream and would like to have more data to do more comprehensive planning.

Both departments have encouraged LCA to apply for this grant and want to get this work done. It is an opportunity to foster greater collaboration between departments and get expert consultant biologists involved in the assessment. The grant request is for \$15,000 and there will be in kind match from both VTF&W and DEC, volunteer time from LCA. No funds are being requested from the Hinesburg.

Phil moved the Board vote to sign the letter to Support the 2013 Watershed Grant Application by the Lewis Creek Association and have the Selectboard Chair sign the Letter of Support to the Agency of Natural Resources on Behalf of the Town of Hinesburg. Second by Andrea and approved.

### Town Administrator's Report

1. **Bissonette Fields Update** – Presented in front of the DRB on November 20<sup>th</sup> for Sketch Plan Review; Peter Erb is in the process of drafting the decision; met with CVU's field committee to discuss their proposed project to construct synthetic turf fields and our proposed project. This was a good opportunity for both entities to compare notes. Tom Ayer and Jen McCuin attended that meeting with Joe and representatives of CVU and the school board.
2. **VT Gas Letter** – Draft letter reviewed by the Board. Phil moved the Board vote to approve completing the letter by adding copying the Public Service Board, Diane Snelling, Bill Lippert, David Zuckerman and Mike Yantachka and get the signature of Selectboard members. Second by Mike B and approved.
3. **Public Safety Facility** – Joe met with architect and estimator. This will be on the December 10<sup>th</sup> Selectboard meeting.
4. **Appraisal of Lot 1** – Included in the Selectboard packet is the report on the appraisal of Lot 1. We received this report on November 30<sup>th</sup> and so it is not a discussion item tonight but will be soon.
5. **ECOS** – ECOS reports in the Selectboard packet. Staff from the CCRPC will attend the December 17<sup>th</sup> Selectboard meeting to review and answer questions. Joe will be sure to review the report with Alex as preparation for that meeting.
6. **Water Feasibility Study** – Meeting to review work-to-date this week with Brian Mattison, Rocky, Jon Trefry, and A&E representative.
7. **Weed Road** – Joe contacted Bud Allen to start the process of laying out the Town road.
8. **Hannaford** – Alex sent information to the Board regarding the legal fees for the Town on this.
9. **Police Officer Interview** – Joe is **scheduling** a time for two (2) Selectboard members to join him and Frank Koss in a final interview with an applicant for the vacant police officer position in the Hinesburg Community Police Department.
10. **Town Forest Committee Budget** – The Town Forest Committee will be at the December 10<sup>th</sup> Selectboard meeting to ask for a FY2014 appropriation of \$5,000. Currently we have \$500 in the budget for that committee. Members of the committee will be in attendance to discuss their requested increase.

11. **Rocky Truck Sale** – Mike B moved the Board vote to accept the Bid of \$3,582 from Steve Giroux for the 2003 F-250 used by the Buildings & Facilities Director and to use the Funds from this sale to off-set the cost of a new Plow for the 2012 F250 used by the Buildings & Facilities Director. Second by Andrea and approved.

**Selectboard Items**

Mike B asked when the Board members will get to meet to discuss the budget. It was agreed they will get together at 6 before the meeting on the 17<sup>th</sup>.

**Warrants**

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

**Minutes**

Phil moved the Board vote to approve the minutes of Nov 19 as amended. Second by Andrea and approved.

Andrea moved the Board go into executive session for personnel discussion and include Joe Colangelo in part of the meeting. Second by Phil and approved.

Andrea moved the Board come out of executive session and adjourn. Second by Phil and approved.

Respectfully submitted,  
Valerie Spadaccini, secretary