



Hinesburg Select Board

Town Of Hinesburg
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Meeting Minutes – June 4, 2014

- Approved 6/19/14 -

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

Meeting called to order at 7:30 p.m.

Karl Novak gave Board members a handout (copy attached) regarding fluoridation of water. He asked the Board re-visit the subject at future SB meeting.

CCTA Board Of Commissioners Reappointment

Karla Munson has agreed to be reappointed as a CCTA Commissioner representing Hinesburg. Her current term expires on June 30, 2014.

Tom moved the Board vote to reappoint Karla Munson as a CCTA Commissioner representing Hinesburg for a three-year term beginning July 1, 2014 through June 30, 2017. Second by Phil and approved.

Fence Issue In Town Right-Of-Way

At the request of Markus Sundin, the Select Board made a Motion at their meeting on May 19th to extend the deadline for the removal or relocation of his fence along Richmond Road to Thursday, June 5th in order to allow him another opportunity to come before the Board this evening.

Markus read approval he received from the TA in writing to erect the fence and also communication from the Highway Foreman stating where the fence will be installed looks to be out of the Town right-of-way.

Jon said the TA and Mike A did not believe the fence would be in the Town right-of-way when they gave their approval. He added he does not feel it is a good idea for the Town to allow structures in the right-of-way for any resident and still feels requesting re-location is the correct action.

Phil said it is the owner's responsibility to make sure the fence is on his property.

Markus said if the fence was going to be on his property he would not have needed permission. He again said his intention was to do this correctly and when he came to Town Hall to get a permit he was told he did not need one to see the TA which he did and received the go ahead to build the fence. He is frustrated that there is nothing in writing that addresses this regulation.

Tom agrees that maybe there was a slight misunderstanding but agrees it is not good to have the fence in the right-of-way.

Andrea said it is important to respect the right-of-way for fairness to other residents and for the Town to maintain the right-of-way.

Mike B said he has not changed his mind, as there is nothing different from what was presented in October.

Andrea moved the Board vote to instruct the fence be removed by August 1st and if not the Town will remove it. Second by Phil and approved.

Revised Zoning Fee Structure – Cont'd from 5/19

Alex responded to the Board's request regarding fees with a memo (included in the SB packet) that gave some examples of costs to hire an independent engineer.

Tom questioned requests for numerous traffic studies. He used traffic studies as an example in this case but is questioning any requested studies.

Jon pointed to #14 in the schedule – he said if the applicant changes the project the Town should be able to request new information.

Mike B said there is no definition of what a "significant" change is.

Tom asked if there is any wording from other communities who have dealt with large projects that Hinesburg might use as a model.

Renee will check with Alex on that.

Mike B said he was confused by the comments Peter Erb made in his memo (see packet) about conditional CO's and is concerned with possible additional fees a homeowner might encounter.

Hinesburg Sidewalk Scoping Study – Local Match Agreement

Included in the SB packet is the Local Match Agreement that we received from the Chittenden County Regional Planning Commission for Sidewalk Scoping Study in Hinesburg. The Town submitted a project request form earlier this year for a feasibility study of key future sidewalk segments. We identified

seven future sidewalk segments within the Village Growth Area that require a feasibility study. Please see the background information included in your packet. By signing this agreement, the Town agrees to pay the CCRPC the funds required to match the FHWA PL funds not to exceed \$4,568. The Town portion will be billed monthly based on the total consultant invoice for that month.

Mike B moved the Board vote to sign the original and one copy of the Agreement between the Town of Hinesburg and the Chittenden County Regional Planning Commission (CCRPC) to provide a 20% match for the Hinesburg Sidewalk Scoping Study not to exceed the amount of \$4,568 paid to the CCRPC. Second by Andrea.

The Board questioned some of the areas identified and why some areas were not identified as study areas. Andrea will check with Peter Keating of the CCRPC about the areas of study.

Mike B with the approval of Andrea withdrew his motion.

Water/Wastewater Budget Review – Continued From 5/05

Rocky reviewed the revised version of the draft budget with the Board.

Changes included addressed shared expenses, \$25,000 for a capital reserve in the water capital budget / ww - \$45,000 for sludge removal and \$35,000 for annual cleaning of lagoon 3B with \$10,000 a year for a reserve account for sludge removal and \$20,000 for a capital reserve.

Andrea noted as the Town moves toward the water upgrade she feels a decision on the issue of fluoride is important.

Rocky will get costs relating to the addition of fluoride associated testing and maintenance.

Andrea asked about including extra funds to additional help when needed. Rocky said there are repair and maintenance funds in the budget if needed for labor.

Mike B moved the Board vote to approve the Water and Wastewater FY 2015 budget as presented on June 4, 2014. Second by Phil and approved.

Rates will be discussed at the next meeting on the 19th.

Town Administrator Report

Charlotte Road – As was decided at the last meeting, Green Mountain Pipeline Services was contracted to perform cleaning and CCTV (video) inspection of the 450 linear feet of concrete piping along Charlotte Road. We just received the report back from them. Basically it was determined that the upper section of the pipe was in good shape but the problem lies with the lower section near the catch basin in front of George Dameron’s house and on down. The recommendation is to either sleeve this length of the pipe or replace it. Mike Weisel has provided cost estimates for each option and found

them to be similar in price. He noted that lining (sleeving) the pipe would be much less disruptive. Tom said this is an opportunity to move the pipe so it does not interfere with the sidewalk if installation of a new pipe could co-ordinate with the paving project.

Mike Anthony recommends sleeving the pipe.

Andrea moved the Board vote to approve option #2 (sleeve the pipe) and have the project put out to bid with the understanding work will not be billed till July 1, 2014 for an amount not to exceed \$16,000. Second by Phil and approved.

Letter of Agreement for Computer Assisted (CAMA) Cost Table Services – Marshall & Swift agrees to license the Town of Hinesburg to use the Marshall & Swift Cost Tables associated with the MicroSolve CAMA product by NEMRC until June 30, 2015, as negotiated by the State of Vermont. In exchange, the Town of Hinesburg would agree to pay the sum of \$238.81 to the Vermont Department of Taxes for said license and acknowledge that this license terminates on June 30, 2015. The Town would also need to agree not to distribute these tables to any other party to perform any other act that would violate the agreement between Marshall & Swift and the State of Vermont.

Phil moved the Board vote to approve and sign the Letter of Agreement for Computer Assisted Mass Appraisal (CAMA) Cost Table Services. By signing this agreement, the Town of Hinesburg agrees to pay the sum of \$238.81 to Vermont Department of Taxes for said license and acknowledges that this license terminates on June 30, 2015. The Town also agrees not to distribute these tables to any other party or perform any other act that would violate the agreement between Marshall & Swift and the State of Vermont. Second by Andrea and approved.

Final Lease Documents for Vehicle Leases – Mike B moved the Board vote to authorize the Town Administrator to execute and deliver agreements and documents relating to the Equipment Leases on behalf of the Town of Hinesburg. Second by Tom and approved.

Select Board Items

Mike B asked about the information the Board was looking for on impact fees.

Andrea noted an item of interest for future discussion is the Lake Champlain Basin Project Champlain Valley National Heritage Partnership. She suggested Hinesburg could perhaps highlight the African American heritage in Hinesburg.

Phil reported the search for a new TA is wrapping up. They had 3 individuals come to Hinesburg for in person interviews.

Tom asked about the status of the 4th of July activities and fireworks. Renae said Jenn has said there will be fireworks this year.

Tom reminded all about the golf tournament Saturday the 7th at Cedar Knoll to raise funds for the fireworks.

Mike B asked about the sale of lot 31 and where those funds will be assigned.

Warrants

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

Minutes

Phil moved the Board vote to approve the minutes of April 7 as submitted, second by Mike B and approved.

Andrea moved the Board vote to approve the minutes of May 19 as corrected, second by Mike B and approved with Jon abstaining.

Mike B moved the Board go into executive session including Renae, Rocky and Dave Crawford for personnel discussion, discussion of TA candidate interviews and union negotiations. Second by Phil and approved.

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

Andrea moved the Board approve advertising for a Water/Wastewater Superintendent. Second by Phil and approved.

Meeting adjourned at 11:18 p.m.

Respectfully submitted,
Valerie Spadaccini, secretary