



## Select Board

Town Of Hinesburg  
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### Meeting Minutes - April 20, 2015

- Approved 5/04/15 -

Attending The Meeting: Mike Bissonette, Jon Trefry, Phil Pouech, Andrea Morgante, Trevor Lashua and attached list.

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

There were no public comments or changes to the agenda.

#### **Consider Warning A Public Hearing On The Proposed Stormwater Regulations**

Jon moved the Board consider a motion to warn a public hearing on the proposed revisions to the stormwater regulations for Monday, May 18, 2015, at 7:00 p.m. in the Main Hall of the Hinesburg Town Hall. Second by Andrea.

Jon said he still has concern about the 7-day time frame and suggested changing to 14-day. The Board was in agreement with this change.

Jon also said he is concerned with not addressing uphill runoff.

Motion to warn the public hearing was voted and approved with 4 yes votes.

#### **Consider Lease Financing Options For Vehicle Replacements**

Trevor advised the numbers are still pending from the two leasing companies the Town is currently exploring (Tax Exempt Leasing of Illinois and Municipal Leasing here in Vermont). Interest rates are estimated to be between 3.39% and 3.5%. The interest rate range is lower than projected when the trucks were discussed during the FY16 budget development process.

## **Rescue / Pumper**

The Fire Department has proposed the purchase of a single rescue/pumper truck to replace two firefighting vehicles. An additional benefit of the single vehicle is that it provides greater flexibility within the fire station itself. The department would remain on pace to purchase the ladder truck, be able to house the ladder truck within the current station footprint, and in so doing, buy more time before facility upgrades and additions to the station are necessary.

The Typhoon Custom Rescue Pumper has been quoted at \$457,000 (again, less than projected during the budget development process), with the potential to take advantage of different discount options to further lower the purchase price. Annual payments are projected in the \$55,000 range.

The Board discussed the 10-year and 5-year lease options. The Board asked Trevor to put together a spreadsheet to look at the debt service schedule and also to get numbers on the cost differential of the 10- vs. 5-year.

If the Board agrees to a 5-year lease they have the authority to authorize, if they choose a 10-year lease it needs to be authorized by the voters in the same way a bond vote would be authorized.

The need for a vote, by Australian ballot, alters the delivery schedule for the rescue/pumper truck as it pushes the commencement of the construction of the truck back by a few months. Rather than delivery and deployment by fall of 2015, the truck would be delivered and deployed in either the winter or spring of 2016.

## **Dump Truck (Replace Dump Truck #3)**

Mike Anthony priced out three different truck and body combinations, before arriving at the recommended purchase of a Freightliner 114SD and associated components from R.R. Charlebois, Inc. of Milton, VT and Viking Cives in Williston, VT. The total quoted for the truck and body is \$160,875 – again, lower than the amount projected during budget development. The price is aided by the estimated trade-in value of the truck to be replaced (\$45,000). Annual payments are estimated between \$37,000 and \$40,000 per year.

Andrea moved the Board vote to authorize the purchase of the new dump truck with the 5-year lease agreement as arranged. Second by Phil and approved with 4 yes votes.

If the vehicles are both authorized and/or purchased in FY16, the first payments would be due in FY17.

### **Consider Adopting The Local Emergency Operations Plan (LEOP)**

The plan was reviewed by the Board with Al Barber.

Phil moved the Board consider a motion adopting the 2015 Local Emergency Operations Plan for Hinesburg and authorize the chair to sign. Second by Andrea and approved with 4 yes votes.

### **Consider Setting A Date For A Select Board Retreat**

The Board reviewed the project list of 33 items and agreed to also include beginning discussions about the budget as it relates to projects on the list and to look at staffing for Town positions.

Phil moved the Board hold their retreat on Wednesday, May 27 at 6:00 p.m. at the Hinesburg Fire Station. Second by Andrea and approved with 4 yes votes.

### **Consider Adopting A Resolution Related To The Kelley's Field VCDP Grant Agreement**

Jon did not feel it was clear in the agreement that the Town will be reimbursed for any administrative costs or for a single audit if required.

Phil moved the Board consider a motion to adopt the grant agreement resolution for grant agreement 07110-IG-2014-Hinesburg-00001, and appoint the Town Administrator as the authorizing official to execute the grant agreement, loan documents, and other documents following consultation with the Town Attorney. And to include a memorandum of understanding regarding seeking reimbursement of costs for the single audit and staff time. Second by Jon and approved with 4 yes votes.

The grant enables the Town to, essentially, loan \$470,000 in VCDP funds to Cathedral Square and Housing Vermont. Those funds will be applied towards an effort to, "acquire and rehabilitate," Kelley's Field. The loan is deferred for 30 years with no interest due. Attachment B outlines the total project budget of nearly \$4.2 million.

### **Consider Accepting Irrevocable Offers of Dedication for Green Street Affordable Housing Project**

The irrevocable offers have been clarified and/or changed as identified, and split into the three separate pdf documents included in the packets.

No action was taken at the meeting; the item will be on the agenda for the next meeting.

## **Consider Approving an Outdoor Consumption Permit for Travia's Restaurant**

Andrea moved the Board convene as the Board of Liquor Control, second by Phil and approved with 4 yes votes.

Phil moved the Board consider a motion to approve an outdoor consumption permit for the period of May 1, 2015 through April 30, 2016 for Travia's Inc., doing business as Travia's Restaurant. Second by Jon and approved with 4 yes votes.

Andrea moved the Board adjourn as the Board of Liquor Control, second by Jon and approved with 4 yes votes.

## **Wastewater Allocation Moratorium Clarification.**

Trevor advised the Board of two situations effected by the recent wastewater allocation moratorium.

There are two landowners that received sketch plan approval from the Development Review Board prior to the Select Board's action on the moratorium that did not apply for and receive a wastewater allocation. Both are subdivisions of a single lot into two lots, with the subdivided lot slated for a single-family dwelling (or one equivalent wastewater unit at 210 gallons per day). The total flow (420 gallons per day) does not present an undue burden on the wastewater treatment facility. The recommendation is to draw the "bright line" on the Board's action to adopt the allocation moratorium amendment – sketch plan approval granted after April 6<sup>th</sup> may be denied prior to the effective date of the ordinance, at which time new allocation requests shall be denied for 12 months – and allow the two affected landowners to apply for and potentially receive wastewater allocation not to exceed one equivalent unit (210 gallons per day per subdivided lot).

Board members agreed to this approach, the Board would want to see for review the application for the requested allocation.

## **Town Administrator's Report**

- a. **Old Police Station Sale** – The Town Administrator's office solicited a broker's opinion from a commercial real estate broker here in Chittenden County. The broker, Esther Lotz, toured the property, reviewed the pertinent documents, and consulted with peers prior to formulating the opinion. The opinion is that the lack of a dedicated access or curb cut (and correspondingly parking) diminishes the potential marketability and value of the building for commercial purposes. Ms. Lotz suggested that moving the structure to a lot with dedicated access and parking could help with potential marketability, though the best approach may be repurposing building materials and dismantling the remaining structure.

The Board agreed to have Trevor hand off to the original realtor who was interested in selling it.

- b. Highway Garage** – The updated scope of services has been sent to the four pre-determined finalists, along with a local firm that was unable to be vetted during the initial review phase. Staff is currently scheduling interviews for the week of April 27<sup>th</sup>. Three interviews have already been scheduled.
- c. St. George Fire Protection Agreement** – Fire Chief Al Barber and I were invited to the St. George Select Board meeting on Thursday (4/16). The discussion began on the fire protection budget (including capital), and moved into discussion of a possible revision or replacement of the now 20-year old agreement. A revision could include a longer term (three or five years, as opposed to one), and make it easier to plan and budget for expenses and revenue than the current model. St. George may also ask Williston if it is interested in providing fire protection under a similar arrangement.
- d. Neighborhood Development Areas information** – John E. Adams from the Vermont Department of Housing and Community Development sent additional information on neighborhood development areas. His follow-up email is included in the meeting packets.

### Select Board Items

Phil brought up the request for cleaning of the Town sidewalks. He said the City of Vergennes has a group of high school students' sweep during school vacation.

Phil also mentioned Green Up Day on Sat May 2<sup>nd</sup>. The Town Highway Crew is again set to pick up bags on the roadside on Monday. He is not sure if trees will be planted yet.

Andrea suggested listing on the Town website who to call for a burn permit and also list in the local phone book.

### Warrants

Jon moved the Board vote to approve the payroll warrants as submitted by the Town Treasurer. Second by Phil and approved with 4 yes votes.

### Minutes

Jon moved the Board vote to approve the minutes of 4/06/15 as amended; second by Andrea and approved with 4 yes votes.

Jon moved the Board vote to amend the agenda to include executive session second by Phil and approved with 4 yes votes.

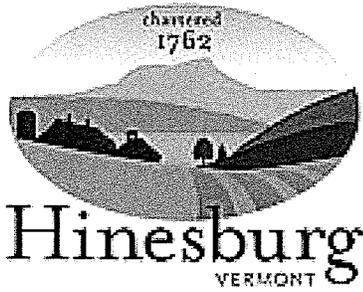
### **Executive Session**

Andrea moved to find that premature general public disclosure would place the municipality at a substantial disadvantage with proposed or continued mediation in which the municipality is a party, and to enter executive session for discussion of personnel issues. Second by Jon and approved with 4 yes votes.

Andrea moved to enter executive session, to include the Town Administrator and Mike Anthony under the provisions of 1 V.S.A. § 313 (a) (1) (C), (E), and (F). Second by Phil and approved with 4 yes votes.

Andrea moved to come out of executive session and adjourn, second by Phil and approve with 4 yes votes.

Respectfully submitted,  
Valerie Spadaccini, secretary



# Selectboard Meeting Sign-in Sheet April 20<sup>th</sup>, 2015

1. Alex Weinhagen

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2. John Lyman

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3. Eric Johnson

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4. David Toscano

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5. Al Baell

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