



## Select Board

Town Of Hinesburg  
10632 Route 116 Hinesburg VT 05461  
802.482.2281 | hinesburg.org

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### Meeting Minutes - March 7, 2016

*- Draft -*

Attending the Meeting: Mike Bissonette, Phil Pouech, Tom Ayer, Andrea Morgante, Aaron Kimball, Trevor Lashua and attached list.

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

#### Select Board Organizational Meeting

Tom moved to nominate Mike Bissonette as chair of the Hinesburg Select Board. Second by Phil.

Andrea supports Mike as chair and would like at some point to discuss the role of the chair according to State Statute. Phil added his support for Mike and noted the importance of keeping the meeting on track and including public comment. Aaron agreed with Phil's statement. Motion voted and unanimously approved.

At this time Mike B took over as chair of the meeting.

Andrea moved to nominate Phil Pouech as vice-chair of the Hinesburg Select Board. Second by Tom and unanimously approved.

Tom welcomed Aaron to the Board.

#### Executive Session – 1 V.S.A. § 313 (a) (1) (E) and (F) (Response to Open Meeting Law Violation Allegation)

An allegation of violation of the open meeting law was delivered to the Town offices on Wednesday, March 2<sup>nd</sup>. The Town has seven business days to respond to the complaint publicly. Town Attorney Bud Allen will discuss the response with the Select Board in executive session. The complaint relates to the agreement in principle with Vermont Gas for the proposed pipeline crossing in Geprags Park.

Phil moved the Board consider a motion to find that premature general public disclosure would place the municipality at a substantial disadvantage with pending or probable civil litigation or a prosecution, to which the public body is or may be a party, and confidential attorney-client communications made for the purpose of providing professional legal services to the body. Second by Tom and approved with 5 yes votes.

Andrea moved the Board consider a motion to enter executive session, to include the Town Administrator and Town Agent under the provisions of 1 V.S.A. § 313 (a) (1) (E) and (F) to discuss the complaint relating to VT Gas. Second by Tom and approved with 5 yes votes.

Andrea moved the Board come out of executive session, second by Phil and approved with 5 yes votes. Mike B reported the Board asked the Town Agent to draft a response and the Board will take this up at the March 21<sup>st</sup> meeting.

Jim Dumont responded that it was required for the Board to publicly state what the response is.

Tom moved the Board consider a motion to find that premature general public disclosure would place the municipality at a substantial disadvantage with pending or probable civil litigation or a prosecution, to which the public body is or may be a party, and confidential attorney-client communications made for the purpose of providing professional legal services to the body. Second by Andrea and approved with 5 yes votes

Andrea moved the Board consider a motion to enter executive session, to include the Town Administrator and Town Agent under the provisions of 1 V.S.A. § 313 (a) (1) (E) and (F) to discuss the complaint relating to VT Gas. Second by Aaron and approved with 5 yes votes.

Andrea moved the Board come out of executive session, second by Phi and approved with 5 yes votes.

Tom moved the Board's response to the complaint – we recognize we may have unknowingly and unintentionally violated the open meeting law through matters of circumstance. We intend to cure the potential violation by placing the agreement on the agenda for March 21 at which time we will either void or ratify the VT Gas agreement. Second by Phil and approved with 5 yes votes.

### **Town Meeting “Re-cap”**

The Board discussed the request to have the Town Report mailed as was done in the past. Mike B suggested having Renae put together a committee to discuss the issue and come up with suggestions. Aaron said he would like to be a part of the discussion and will serve on the committee.

Also discussed was low turnout and the content of the meeting. Andrea suggested introducing new Town employees and recognizing Town staff.

## **Update From the Water and Wastewater Ordinances Task Force**

Trevor reviewed the progress with the Board.

## **Consider Formal Adoption of Bond Bank-State Revolving Fund Documents for the New Wells**

Andrea moved the Board consider adopting the documents and resolutions related to borrowing funds for the new wells and water treatment facility project as presented, and as authorized by voters in November 2014. Second by Phil and approved with 5 yes votes.

## **Consider Bonding for Public Officials**

Statute requires that certain public officials be bonded, and the coverage is identical to last year.

Tom moved the Board consider a motion to recognize Crime and Fidelity coverage of \$500,000 per occurrence, as provided via the Vermont League of Cities and Towns' Property and Casualty Intermunicipal Fund, as the bonding instrument required by 24 V.S.A. § 832 (b). Second by Andrea and approved with 5 yes votes.

The Board suggested looking at possible other insurers next year.

## **Consider Appointments/Reappointments to Statutory Positions**

Andrea moved the Board consider a motion to appoint the individuals listed below to the respective positions listed.

- Animal Control Officer: Ed Waite
- Constable: Frank Koss
- E-911 Coordinator: Renae Marshall
- Fence Viewers: Suzanne Kneller, Pam Durda, Susan Johnson. (these individuals were removed by amendment)
- Fire Chief: Al Barber
- Fire Warden: Ed Waite
- Health Officer: Joe Gannon
- Inspector of Lumbers, Shingles, and Wood: Norman Smith
- Road Commissioner: Trevor Lashua
- Town Service Officer: Ginny Roberts
- Tree Warden: Paul Wiczorek
- Weigher of Coal: Lanny Dennison

Second by Phil who amended to remove the names of fence viewers till the Town hears they are interested. Motions voted and approved with 5 yes votes.

### **Consider Designation of Newspaper(s) of Record**

Andrea moved the Board consider a motion to designate The Citizen and/or Hinesburg Record as the newspapers of record in which required warnings and/or notices are published. Second by Tom and approved with 5 yes votes.

Discussed was to include an agenda for the meetings on Front Porch Forum.

### **Consider Approval of Special Event Permit**

Andrea moved the Board vote to approve the special event permits for Frost Beer Works for 3/17 through 3/20 and 3/30 through 4/2. Second by Phil and approved with 5 yes votes.

### **Consider Approval of Liquor Licenses**

Andrea moved the Board convene as the Board of Liquor Control, second by Phil and approved with 5 yes votes.

Phil moved the Board consider a motion to approve first class liquor licenses for the period beginning May 1, 2016 and expiring April 30, 2017 for:

- Ayer Golf Incorporated, doing business as (d/b/a) Cedar Knoll Country Club;
- Travia's Inc., d/b/a Travia's Restaurant;
- Two Z's, Inc., d/b/a Pappa Nick's.

Second by Andrea and approved with 4yes votes and Tom abstaining.

Phil moved the Board consider a motion to approve second class liquor licenses for the period beginning May 1, 2016 and expiring April 30, 2017 for:

- Coco Mart, Inc., d/b/a Jiffy Mart;
- Frost Beer Works, LLC, d/b/a Frost Beer Works;
- Global Grapes and Spirits, LLC, d/b/a 116 Wine and Spirits;
- Jolley Associates, LLC, d/b/a Short Stop #143;
- K.B. Enterprises, Incorporated, d/b/a Lantman's Best Yet Market;
- KPH Drugs, Inc., d/b/a Kinney Drugs, #103.

Second by Tom and approved with 5 yes votes.

Andrea moved the Board adjourn as the Liquor Control Board.

### **Town Administrator's Report**

- a. **Conservation Commission/VT Gas Invitation** – The Conservation Commission is hosting a discussion with Ned Farquahr of Vermont Gas on Tuesday, March 8<sup>th</sup> to discuss the proposed pipeline project (specifically the impact on Geprags Park). The meeting starts at 7 p.m., and will be held in the third floor conference room. Board members are invited to attend.
- b. **Connector/Old Police Station Project** – The first meeting with the Development Review Board was held Tuesday, 3/1. A return engagement is slated for 3/15, and is hopefully the last trip.
- c. **Annual Reports** – At least 430 of the 700 Annual Reports printed remain at Town Hall as of this writing...
- d. **Dispatch** – The Town received a formal dispatch number Wednesday. The \$33,706 figure is nearly \$10,000 less than the conservative figure used for budgeting for FY17. The FY17 budget figure was based on the FY16 estimated cost. The timing of the arrival of a number, along with a host of other concerns, will be the subject of discussion in a meeting slated to occur next week.
- e. **Milfoil Mitigation** – Staff had a meeting with representatives of the Lake Iroquois Association to plan a first meeting of potential milfoil task force participants. The Town of Hinesburg is offering to host the first meeting on Thursday, March 24<sup>th</sup> in the Main Hall. The Town will invite the other municipal entities (Williston, Richmond, and St. George), while LIA will coordinate with the various road associations and other entities.
- f. **Roads Posted** – Roads will be posted on Monday, March 7<sup>th</sup>.
- g. **Water Source Exploration** – The Town dropped another test well (the third in the last year or so) in its continued efforts to find additional water capacity west of the new wells. After 700 feet, test well production measured 4 gallons per minute. The Town will reconvene with a hydrogeologist to discuss other possible sites in that area.
- h. **Warrants and Payroll Warrant Signatures** – Recently retired Board member Jonathan Trefry was the designated weekly signatory for the warrants and payroll warrants. The Town is in need of an individual (or collection of) to replace Jon and review and sign both items on Thursday evening or prior to the opening of business on Friday morning. Mike B, Phil, Tom and Aaron volunteered to do this.
- i. **Wastewater Capacity Study** – The presentation of the wastewater capacity study is scheduled for the 3/21 meeting.
- j. **CCTA Expand Bus Route Information** – An email from Hinesburg's CCTA representative Karla Munson is included.

### **Select Board Items**

Mike B asked the quarterly report the Board reviews be changed to monthly.

Aaron thanked the 1200 plus voters who elected him to the Select Board and wanted to acknowledge the great job done by Missy and the all the workers on voting day.

He recognized Frank Twarog for the good job he did as Town Moderator.

Tom asked when the Boards and Committees will be meeting with the Select BoardB to review goals and discuss any help they need.

He also asked about the Greenspace Plan done by the Conservation Commission. Aaron said he saw it when it came before the Planning Commission.

Discussed was what the intent of the plan is and role it would play in the Town Plan.

### **Minutes**

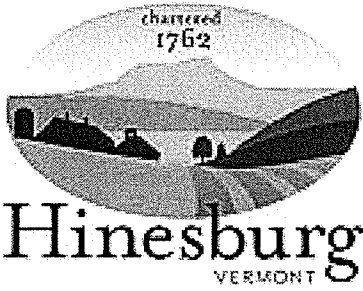
Andrea moved the Board to approve the minutes of 2/15 as amended, second by Tom and approved with 4 votes – Aaron abstaining.

### **Warrants**

Phil moved the Board vote to approve the warrants, including payroll, as submitted by the Town Treasurer. Second by Andrea and approved with 5 votes.

Tom moved the Board adjourn at 10:00 p.m. second by Phil and approved with 5 yes votes.

Respectfully submitted,  
Valerie Spadaccini, secretary



# Selectboard Meeting Sign-in Sheet March 7<sup>th</sup>, 2016

1. FRANK KOSS

14. \_\_\_\_\_

2. LINDA BABE

15. \_\_\_\_\_

3. NANCY BAKER

16. \_\_\_\_\_

4. Meg Handler

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