



Select Board

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

Meeting Minutes – August 18, 2016

- Draft -

Attending the Meeting: Mike Bissonette, Phil Pouech, Andrea Morgante, Aaron Kimball, Renae Marshall, and attached list.

Meeting called to order at 7:01 p.m.

There was no public comment or changes to the agenda.

Consider Appointments to Boards, Committees, and Commissions

Wayne Maceyka, Economic Development Committee applicant, discussed with the Board why he chose to apply for the position. He noted he has attended some of the commission meetings.

Phil moved the board consider a motion to appoint Wayne Maceyka to a three-year term on the Economic Development Committee, with this term set to expire on January 1, 2017. Second by Andrea and approved with 4 yes votes.

Consider Approving Funds for Work Associated with 4/4/16 Health Order

Mike B recused himself and Phil took over as chair.

Joe Gannon, Health Officer, updated the Board on the status of the situation. He noted none of the abandoned vehicles have been removed, garbage has been put into a large dumpster but the dumpster has not been removed. The house has further collapsed and the Health Order states it be demolished and removed.

Phil said she has not followed the Health Order and suggested having the zoning laws enforced.

Aaron said he would like to see whatever court action can be taken is done tomorrow morning and have a mechanism in place to pursue reimbursement to the Town if funds are approved so the taxpayers do not end up paying for this.

Discussed was to have a meeting with Sherry including the Town Agent, Joe Gannon and either Trevor or Renae and inform her it will go to Superior Court if she does not sign an agreement.

After further discussion it was agreed to take action now.

Aaron moved the Board consider a motion to file with Vermont Superior Court the Health Order Agreement of 4/04/16 and have Renae check with zoning regarding enforcement. Second by Andrea and approved with 3 votes and Mike B abstaining.

Consider Approving Use of Remaining Paving Funds on Baldwin Road Section

Michael Anthony, Highway Foreman, was present to discuss the option of paving Baldwin Road from the intersection with Charlotte Road to the top of the first hill.

Aaron moved the Board consider a motion to approve the use of \$24,000 in remaining FY17 paving funds and \$10,000 in FY17 capital funds to pave the above referenced section of Baldwin Road. Motion second by Mike B.

A resident of Baldwin Road was also present and spoke in regards to the safety concern with the current condition of the road.

Phil suggests taking this up at the next meeting and informing the public that it will be discussed to allow for more input from the public.

Andrea would like to have an engineer look at ways to improve safety at the intersection.

Mike B feels it should be acted on at this meeting. The Board has a petition that was submitted last December with a lot of signatures asking to pave the road. He noted Mike A said it is needed and the Highway Crew is frequently having to scrape the road.

Phil and Andrea feel the topic needs warning and more discussion.

Aaron withdrew his motion.

Consider Approving the FY18 Budget Schedule

Renae went over the proposed FY18 budget development and review schedule with the Board noting the changes below.

The attached budget schedule contains a few proposed changes from prior years:

- 1) The schedule “front-loads” the board, committee, and commission visits during October and November. The goal of the move is to allow the members of those bodies to “pitch” budget and

policy ideas before the budget is written and to allow more time for those conversations to occur.

- 2) The budget is slated to “drop” at the first meeting in December, rather than the first meeting in November. A later drop date allows more time to collect better and more accurate information on costs.
- 3) The capital improvement program and budget review will occur during fall 2016. The capital discussion has often been among the last to be had, and given the expanse of the Town’s current and projected capital needs benefits from the earlier and more complete discourse.

With a late Town Meeting date (March 7th) in 2017, January 30th is the date by which the Board will need to warn Town Meeting.

Phil moved the Board consider a motion to approve the FY18 budget development schedule. Second by Andrea and approved with 4 yes votes.

Discuss Select Board Retreat Topics

Aaron listed some items he would like discussed;

- review of the Town work chart – expected retirements and review evaluation process
- reflect on Select Board work the past year
- think about savings and sustainability
- communication on all levels – with other Board members as well as other boards, staff, volunteers and public

Phil;

- review and reset goals
- develop a list of the 5 to 7 high priorities

Consider Approving a Contract Amendment for Lamoureux and Dickinson (Village North Sidewalk)

Lamoureux and Dickinson is providing the Village North sidewalk project’s civil engineering services. The contract amendment reflects that additional work has occurred and will continue to as part of the wetlands impact and mitigation considerations. The engineering costs are to be paid for by the two property owners (Wind NRG Associates and Jolley Mart).

Phil moved the Board consider a motion to approve the contract amendment with Lamoureux and Dickinson for engineering services for the Village North sidewalk with no impact to the Town budget and the expectation it will be approved by both parties. NRG is covering 80% and Jolley 20% of needed matching funds. Second by Aaron and approved with 4 yes votes.

Andrea asked for a map so people can see where the sidewalk will be located and to be sure it gets on the wetland map.

Consider Approving Scope of Work for Attorney for Hannaford Appeal

Phil mentioned it is important to note that Bud Allen felt he should step away from the process.

Andrea feels it is important for the Town to be represented – this may be settled out of court and wants to be sure any negotiations include the Select Board.

Mike B said he does not want to deficit spend.

Phil asked for Trevor to look at the budget to see what we might cut back on.

Andrea moved the Board consider a motion to hire Stitzel Page and Fletcher to represent the Town of Hinesburg in the Supreme Court appeal in the Hannaford matter for an amount not to exceed \$12,000 and have the Town Administrator kept in the loop and receive copies of any filings. Second by Phil and approved with 4 yes votes.

Stitzel Page and Fletcher, at the request of the Town Attorney, has prepared a scope of work and quote for assuming responsibility for the Town's Supreme Court appeal in the Hannaford matter.

The firm is proposing to spend between 52 and 73 hours for the following:

- 1) analysis of the Environmental Division trial proceedings and evidence submitted in that proceeding;
- 2) consultation with Town officials, Town staff and its attorneys, traffic experts and other consultants regarding the Environmental Division proceedings;
- 3) research and preparation of an Appellant's brief on the Town's behalf challenging two matters addressed by the Environmental Division, including:
 - (a) its imposition of a condition requiring a traffic signal at the intersection of Route 116 and Mechanicsville Road; and
 - (b) the court's failure to require a post-development traffic study to assess the functionality of extending the queue length of the left turn only lane on southbound Route 116 at the Commerce Avenue from 75 feet to 185 feet;
- 4) analyzing the briefs of Cross-Appellants in opposition to the Town's position; and
- 5) preparation of a Reply Brief in response to the Cross-Appellants' and other parties' briefs."

Town Administrator’s Report

- a. *Open Meeting Law training* – **Staff has tentatively scheduled an Open Meeting Law training with the Vermont League of Cities and Towns on September 12.** The Town hosted a similar training two years ago. While the session will be focused on how boards, committees, and commissions achieve and maintain compliance with the law, the general public will also be invited to attend.
- b. *Water Treatment Facility permit to operate* – The permit to operate was issued on August 10th. The permit was the final remaining regulatory step in the process. The Town’s source protection plan was also updated by the State.
- c. *AFSCME/contract negotiations* – The time has come to begin negotiations with the collective bargaining unit. A copy of the contract is included with the packets; please take some time to think about negotiation priorities and/or goals.
- d. *Green Street Ribbon Cutting Ceremony* – September 22nd, at...include email notice
- e. *Regional Dispatch Study follow-up* – The Town was erroneously placed on the list of study participants (i.e. those municipalities supplying funds). Shelburne, which provides dispatch services to the Town, is a participant. Andrea noted she would hope Hinesburg also participate and not just leave it up to Shelburne. She will check with the RPCC.
- f. *Main Hall Curtain Quote* – Board member Morgante solicited the quote for curtains in the Main Hall. Please place this in a “tickler” or other file for FY18 budget creation.
- g. *Village Steering Committee* – Mary Hurlie has resigned from the Village Steering Committee, leaving the seven-member body with just three members. The Village Steering Committee is now unable to field a quorum (and thus legally transact business). One thing for the Select Bboard to consider is the size of each of the respective boards and committees – many have seven or nine members, whereas five may be sufficient. Phil asked Renae to reach out to the Village Steering Committee about possibility of reducing the number serving on the committee. Aaron thanked Mary for her work on the committee.
- h. *Silver Street/FY17 Paving* – The remaining mile or so of Silver Street has been paved. The final section was the only project in the FY17 paving plan.
- i. *Meeting schedule* – Just a reminder that the 9/12 meeting marks the Select Board’s return to its Monday evening meeting schedule.

<i>“Two-and-Two”</i>	
<i>09/12/16</i>	<i>09/19/16</i>
<ul style="list-style-type: none"> ▪ Public hearing on screening regulation changes ▪ Open Meeting Law Training (tentatively scheduled) ▪ Discuss water/wastewater allocation framework, research ▪ Discuss possible purchase of solar trackers at lagoons. ▪ FY16 Budget Recap/roundup ▪ Discuss Use of Stipulated Agreement (VGS/Gepregs) funds. 	<ul style="list-style-type: none"> ▪ Wastewater Treatment Facility – final report presentation ▪ Review of capital improvement program and budget. ▪ Discuss water/wastewater allocation framework, research ▪ Discuss possible purchase of solar trackers at lagoons. ▪ Highway Garage Scoping Study Presentation
<p><i>To be determined:</i></p> <ul style="list-style-type: none"> ▪ Changes to the Animal Control Ordinance. ▪ Selectboard “retreat” ▪ Town Plan update – begin review process. 	

- Open Meeting Law training (working on three dates – 9/12, 9/19, and 10/3).

Select Board Items

Andrea mentioned in her discussion with Mike A he noted the roads are generally in good condition from preventative work done by the Town. She said Mike A said the concern is with driveways causing washouts to the Town roads. She feels the Town needs to communicate with landowners that driveways need to be properly ditched.

Mike B brought up the following items he feels need to be addressed with the new school consolidation; invite Hinesburg's representatives on the Board to meet with the Select Board / also meet with the trustees of the Peck Estate which purpose is to benefit Hinesburg students.

Renaë also mentioned discussion of the field at Lyman Meadows that the school uses and the Rec Dept. has been maintaining.

Phil brought up the sidewalk in Town where it crosses the canal needing a barrier on one side. Renaë said she has spoken with John Lyman who asked to be communicated with as to what the Town will be doing there.

Minutes

Andrea moved the board consider a motion to approve the minutes of 8/04 as amended, second by Phil and approved with 4 yes votes.

Warrants

Phil moved the board consider a motion to approve the warrants, including payroll, as submitted by the Town Treasurer. Second by Mike B and approved with 4 yes votes.

Meeting adjourned at 9:15 on a motion by Aaron, second by Phil.

Respectfully submitted,

Valerie Spadaccini, secretary



Selectboard Meeting Sign-in Sheet August 18th, 2016

1. Mark P. Mori

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2. Jayne Mearns

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3. Joe Bennett

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4. Mike Anthony

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