



## Select Board

Town of Hinesburg  
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### Meeting Minutes – December 19, 2016 - Draft -

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

Meeting called to order at 6:39 p.m.

#### Executive Session – 1 V.S.A. § 313 (a) (1) (E) and (a) (3)

Executive session is required to discuss the excessive force allegation and the status of one of the employees involved.

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 or criminal litigation and to discuss an employee. Second by Aaron and approved with 5 yes votes.

Phil moved the Board consider a motion to enter executive session, to include the Town Administrator, Renae Marshall and Police Chief, under the provisions of 1 V.S.A. § 313 (a) (1) (B) and (E), and (a) (3). Second by Aaron and approved with 5 yes votes.

Tom moved the Board consider a motion to come out of executive session, second by Andrea and approved.

Tom moved the Board consider a motion to extend paid administrative leave for a Police Department employee not to extend beyond 1/17/2017. Second by Aaron and approved with 5 yes votes.

#### Additions/Deletions/Changes to the Agenda

Mike B added to act on the errors and omissions at this time.

Marie Gardner presented the report to the Board. Phil moved the Board consider a motion to accept the errors and omissions adjustments to the grand list. Second by Tom and approved.

There was no public comment

### **Reappointments to Boards, Committees, and Commissions**

Phil moved the board consider a motion to appoint the individuals interested in continuing service to the boards, committees, and commissions listed in the attached document for the corresponding terms listed. Second by Aaron who added to include the slate as presented by the Town Administrator. Motion voted and approved with 5 yes votes.

### **Discussion with Champlain Valley School District Officials re Budget, Merger, etc.**

Bob Mason and Elaine Pinckney were present to explain the procedure for transitioning the budget process from HES and CVU to CVSD.

Andrea asked if there will be any new administrative staff positions. Elaine said they will be creating one position for facilities director.

Andrea pointed out that the Town of Hinesburg not the school owns the land the Community School is on. Bob said he will need to check on that.

Phil asked about the need for school board elections. Bob noted the local school board needs to be active till December 2017.

Frank brought up the study that had been done regarding the number of calls Hinesburg Police Department respond to at CVU. There is a \$31.00 dispatch charge for each call. He has asked that CVU consider reimbursement for the direct cost of the call many of which are alarm calls.

Voting on the CVSD budget will be by Australian ballot in March.

### **Board/Committee/Commission Annual Visits**

**Merrily Lovell, chair of the Conservation Commission**, shared the report prepared for the 2016 Town Report and reviewed the proposed budget. The Commission is requesting to move funding for the Lake Iroquois Association to a separate line or section, so that it stands alone in the budget (as opposed to being included in Commission's).

Merrily noted the \$1,000 in natural resources will be used for updated wetlands mapping.

Phil noted the funds that will be paid to the cc from the VT Gas agreement needs to be in their revenue. Trevor said it will not show this year as it is unknown when it will be received.

Andrea asked about tree plantings and suggests checking with Paul W regarding the tree inventory report and the recommendations of the report.

Tom asked about mowing at Geprags. Merrily said they will not mow the bottom field next year.

Merrily said the commission is requesting to lower the number of members, in part due to problems of not having a quorum at meetings. Bill Marks said he feels it is not necessary to change the member number as the quorum requirement can be as little as 3 members regardless of the number of commission members.

Bill also asked about the VT Gas schedule. Trevor said there is no new information since reported to Merrily last Monday and they continue to work on a schedule.

**Frank Twarog reported for the Recreation Committee** on activities such as fundraising and meeting with HCS regarding shared responsibilities and expenses of the fields.

**Chuck Reiss of the Energy Committee** reviewed 5 items the committee has planned for the year and associated costs. He also noted they are looking to work with Hinesburg Rides in an effort to increase ridership by adding a new mid-day pick up and drop off.

### **Consider Approving Amended Agreement with Vermont Astronomical Society**

VAS operates and maintains a site located on Observatory Road, and has for quite some time. The group approached the Town in 2015 about revisions to its agreement. A driving factor in the revision discussion was a desire to construct a small building on the site to safely and securely host valuable donated equipment. The enclosed documents show the proposed revised agreement and the original." Jack St. Louis, president of the Vermont Astronomical Society (VAS), was present to answer any questions. Jack showed a map of the current site and the proposed changes.

Aaron moved the Board consider a motion to authorize the Town Administrator to finalize a revised agreement with the Vermont Astronomical Society after review by the Town Attorney. Second by Phil. Tom questioned the need for review by the Town Attorney given the simplicity of changes to the agreement. Aaron agreed to remove review by the Town Attorney from his motion with Phil's approval. Motion voted and approved with 5 yes votes.

Jack also had with him a telescope model of what has been given to the Carpenter Carse Library and is available for patrons use.

### **Discuss Stormwater**

Trevor has sent documents from both the Vermont League of Cities and Towns (VLCT) and the Vermont Department of Environmental Conservation (DEC), that deal with stormwater and its various aspects (utilities, coordinators, green infrastructure, low impact development, ordinances, etc.).

The DEC is in the process of updating the state stormwater manual, found here:  
[http://dec.vermont.gov/watershed/stormwater/manual\\_update](http://dec.vermont.gov/watershed/stormwater/manual_update)

The Town of Essex has its stormwater management plan and many attachments on its website:  
[http://www.essex.org/index.asp?SEC=6B2E699F-5104-4E17-BB58-BF5F365617BA&DE=255B1696-6652-4897-955F-920F3B1CD9A5&Type=B\\_BASIC](http://www.essex.org/index.asp?SEC=6B2E699F-5104-4E17-BB58-BF5F365617BA&DE=255B1696-6652-4897-955F-920F3B1CD9A5&Type=B_BASIC)

Smartwaterways.org is another good Chittenden County resource: <http://smartwaterways.org>

Andrea said it would be a positive step for the Town to adopt stormwater regulations. The Town has not done studies on the Huntington River, she added prevention is the best policy and we should do all we can to maintain natural systems that are doing well. Once a waterway becomes impaired it becomes a liability to the Town.

She suggests when the DRB reviews plans to have an independent engineer review the stormwater permit of the applicant.

Erik Bailey, who has experience with stormwater management, spoke about the need to address numerous impervious surfaces including flat roofs and methods to deal with catching stormwater.

The Board agreed the next steps would be to review VLCT and DEC information available on the subject.

In regards to Andrea's suggestion for engineer work, Phil suggested that as with legal services there be a line in the budget to accommodate that service.

### **Discuss Highway Garage Replacement Project**

The Board discussed further the questions regarding the project and agreed to continue to move ahead and further to get comparison cost break down from similar projects.

**Consider Adopting a Conflict of Interest Policy**

Tom moved the Board consider a motion adopting the conflict of interest policy. Second by Aaron. Phil addressed the need to standardize the Town policies.

Andrea said it needs to be clear the policy will apply to all Town committees and boards with the exception of the DRB which has their own specific conflict of interest policy.

Tom withdrew his motion with the approval of Aaron.

This will be taken up at the 1/09/17 meeting.

**Town Administrator’s Report**

- a. **Vestry Inspection** – The initial site visit happened Thursday (12/15) morning.
- b. **Vermont Gas update** – We are working to schedule a meeting for the week of 12/19 to talk about what happens next and when.
- c. **Solar Tracker Purchase** – The appeal period has closed, we’re in the process of “certifying” with bond counsel. A bond anticipation note will be needed to bridge the gap between purchase and bond proceeds availability.
- d. **Shared Zoning Administrator (with Richmond)** – A second round of interviews is in the works with a pair of candidates. The second round will include a representative of each town’s Planning Commission. The Select Board, per statute, makes the appointment upon the recommendation of the Planning Commission.
- e. **Short Report** – Quick turn-around and busy weeks...we’ll add more to separate memo if time allows Monday.

<i>“Two-and-Two”</i>	
<b>01/02/16</b>	<b>01/09/16</b>
<ul style="list-style-type: none"> <li>▪ FY18 Budget and FY18-FY22 Capital Improvement Program and Budget Presentation. Department budget presentations likely as well.</li> <li>▪ Action related to financing of solar tracker purchased authorized by voters (either on bond itself and/or interim financing).</li> <li>▪ Baldwin Road intersection discussion.</li> </ul>	<ul style="list-style-type: none"> <li>▪ FY18 Budget and FY18-FY22 Budget Discussion.</li> <li>▪ Board/committee/commission annual visits (if needed).</li> <li>▪ Action related to financing of solar tracker purchased authorized by voters (either on bond itself and/or interim financing).</li> <li>▪ Begin Discussion on water and wastewater allocation policies, framework, etc.</li> </ul>

## **Select Board Items**

Tom reminded all of the concert on Jan 6 at the Old Lantern to benefit the Bissonette Field project.

Tom noted his frustration regarding the Town Garage project as the Town has had opportunities to have funds come to the Town from projects that have been fought by small groups of individuals for their own interest.

Andrea mentioned the winter solstice bon fire that will held at Geprags.

Andrea also asked that other bonds the Town is obligated to be checked for information on the Highway Garage project.

Mike B asked for budget guidance on items missing from the budget.

Phil suggests looking at possible reductions that can be made.

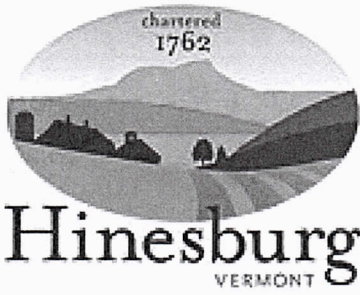
## **Minutes and Warrants**

Phil moved the board consider a motion to approve the minutes of 12/5/16 and warrants, including payroll, as submitted by the Town Treasurer. Second by Aaron and approved with 5 yes votes.

The next meeting will be 1/09/17.

The Board adjourned at 10:30 p.m. on a motion by Mike B, second by Phil and unanimously approved.

Respectfully submitted,  
Valerie Spadaccini, clerk of the Board



# Selectboard Meeting Sign-in Sheet December 19<sup>th</sup>, 2016

- |                               |           |
|-------------------------------|-----------|
| 1. <u>FRANK Koss</u>          | 14. _____ |
| 2. <u>Jack St. Louis -VAS</u> | 15. _____ |
| 3. <u>Marie Gardner</u>       | 16. _____ |
| 4. <u>Bob Mason</u>           | 17. _____ |
| 5. <u>Elaine Pinckney</u>     | 18. _____ |
| 6. <u>David Connery</u>       | 19. _____ |
| 7. <u>Frank Twery</u>         | 20. _____ |
| 8. <u>Morley Lowell</u>       | 21. _____ |
| 9. <u>Joseph Comeau UAS</u>   | 22. _____ |
| 10. <u>TOM Gilroy</u>         | 23. _____ |
| 11. <u>Bob Hyams</u>          | 24. _____ |
| 12. <u>Bill Marks</u>         | 25. _____ |
| 13. <u>Chuck Reins</u>        | 26. _____ |