



Select Board

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

Meeting Minutes - January 16, 2017

- Draft -

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

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

Additions/Deletions/Changes to the Agenda

No additions, deletions, or changes to the agenda.

Public Comment

Leon Lestage said he has a concern that there are areas of junk, some of it hazardous waste that are not addressed. He spoke with the Zoning Administrator and Town Clerk and was told it would be looked into but has not heard back. Trevor will check on the situation and get back to Leon.

Frank Koss spoke in regards to a report regarding bias in Police Departments in Vermont. Frank checked the stats for Hinesburg and they do not substantiate the report.

FY18 Budget Discussion (continued)

Paul Lamberson and Sue Barden of the Carpenter-Carse Library presented the library's FY18 budget request. The requested increase of 3% is greater than the proposed rate of increase of the initial FY18 budget proposal for all departments (2.29%) and the budget shown in Scenario #2.5 (1.56%).

Paul explained changes to the budget and noted with Sue's retirement they will be looking to hire a full time Librarian who has a degree in library sciences. To cover that they have increased wages and

salaries by \$16,000. They anticipate that position will have the skills to bring grant and other sources of funds back to the library.

The Board then reviewed several scenarios of reductions prepared by Trevor from comments at the last meeting. All agreed to keep funding in the budget for the following possible reductions: \$1,400 in Select Board Professional Services to allow for participation in the RPC's regional dispatch study; \$100 in Travel in the Clerk's budget; \$2,000 in Building (Town Hall) fixtures for curtain rods in the main hall; and \$1,500 in Capital Transfer for Buildings and Facilities.

The Board agreed to keep the cost of living adjustment at 3.0%. They also agreed not to reduce the Capital Transfer for Police or Highway.

With the scenario chosen the budget request is \$3,419,307.00 an increase of 1.4% and projected tax rate of .5516

The Board discussed the fact that the library proposal is 3% and asking them to revise their request. It was agreed as that budget is a separate line item they would not ask for changes.

Approval and warning will be done at the January 30 meeting.

Discuss Updated Highway Garage Replacement Project Budget

The budget estimate for the highway garage project has been revised; the net reduction in project cost brings the total from an estimated \$3.5 million to \$3.1 million. The estimate includes "soft" costs, such as architectural services, permitting, and a contingency.

The estimated \$400,000 reduction has a positive impact on the cost to taxpayers. Using the same projected interest rate baseline (2.9% per year for 30 years), the annual average debt service payment drops from \$203,000 to closer to \$180,000.

When the warning is set at the January 30th meeting is the functional deadline for a decision whether or not to warn the bond vote.

Consider Adopting Revised Overweight Truck Permit Policy

The team most directly involved in the policy revisions – Sgt. Caleb Casco of Hinesburg Police, Highway Foreman Mike Anthony, and Renae Marshall from the administrator's office – reviewed a set of proposed envisions to the overweight truck permit policy. The changes are designed to better enable

and support enforcement of weight limits and, by extension, protect Town infrastructure from unnecessary damage.

Caleb noted that the current policy of calling for permission to travel a posted road if the road condition was favorable will no longer be an option.

Mike B moved the Board consider adopting the revised overweight truck permit policy as presented and corrected. Second by Aaron and approved with 5 yes votes.

Discuss Proposed Changes to the Animal Control Ordinance

Police Chief Frank Koss presented the proposed changes to the animal control ordinance; changes related to vicious dog incidents will need voter approval to become effective (as presented).

Discussed was the inclusion of public trails and existing condo and homeowner association rules. Frank said the Town Ordinance would apply to common property owned by an Association.

Discussed was the need to include Public Trails. George Dameron of the trails committee said dogs running loose has been a problem on the trails as well as owners not picking up after their dogs.

Consider Approving Allocation Requests for Foam Brewing (Prospective “Cheese Plant” Tenant)

Mike B recused himself and Phil took over as Vice Chair.

Foam Brewers, LLC is seeking water and wastewater allocation so the brewing operation can fill the unused space at the old “Cheese Plant.” The request for 1,670 gallons per day of water capacity and 1,170 gallons per day (gpd) of wastewater capacity exceed what can be approved administratively per the applicable ordinances. The Utilities Department recommends granting both requests, as the capacity exists to serve and there are no local or state restrictions on allocating water or wastewater capacity.

The water allocation is from Category 2 (projects within the existing village core). The category, which started with 5,000 gpd, will have 2,880 gpd remaining after subtracting the request by Foam and a corresponding request by the Cheese Plant’s owners for 450 gpd for expansion of another business in the facility (granted administratively).

The wastewater allocation is from Category 3/Enterprise. The category, which started with 21,875 gpd, will have 20,345 gpd after subtracting the request by Foam and a corresponding request by the Cheese

Plant's owners (360 gpd, again related to expansion of an existing business in the facility and granted administratively).

Tom moved the Board consider a motion to allocate 1,670 gallons per day of water capacity from Category 2 of the Annual Water Allocation Pool and 1,170 gallons per day of wastewater capacity from Category 3/Enterprise of the Annual Wastewater Allocation Pool for Foam Brewers, LLC. Second by Aaron and approved with 4 yes votes.

Town Administrator's Report

- a. **Vermont Gas Update** – There was a construction meeting Friday morning to provide a general update on the schedule. Set-up activities are underway; drilling may begin as early as next week. Environmental inspector Tyler Billingsley has been involved in all conversations and has begun visiting the sites.
- b. **Baldwin Road** – The engineer (Tyler Billingsley of East Engineering) met on site with the Highway Foreman. The posts are in place as survey control points for the engineer; once that is complete they will be removed. Removal, given the time of year, is more involved than most folks are likely imagining.
- c. **Palmer v. Town of Hinesburg** – A resident of Magee Hill Road is suing the Town over maintenance of a section of Magee Hill Road. The suit is being handled by an attorney hired through the Town's property and casualty insurer (VLCT PACIF). This is the second suit dealing with stormwater/road maintenance filed by the resident in the past eight years. Tom asked what the suit is about. Trevor said Palmer alleges the Town has improperly maintained the road which has led to water problems making his house un-saleable.
- d. **Highway Garage Open Houses** – Two more open house events are on the horizon, in February and March. More details to come as we get closer to the dates.
- e. **Water System Outage** – We should take some time to discuss the outage and some of the process/policy questions it prompted (particularly as they pertain to the school and ensuring we create and fund a replacement schedule to take care of the remaining valves of a similar vintage). The Board briefly discussed drafting a policy so there are set guidelines on how to handle such an event.
- f. **Shared Zoning Administrator (with Richmond)** – This process requires more time, as reference checks are completed and considered. Select Board action is tentatively rescheduled for January 30th.

"Two-and-Two"

<i>01/23/16</i>	<i>01/30/16</i>
<ul style="list-style-type: none">▪ FY18 Budget and FY18-FY22 Capital Improvement Program and Budget discussion (cont'd).▪ Action related to financing of solar tracker purchased authorized by voters (either on bond itself and/or interim financing).▪ Dog control ordinance changes discussion (cont'd).▪ Board/committee/commission interviews.▪ Highway Garage replacement project discussion (cont'd).	<ul style="list-style-type: none">▪ Formal adoption of FY18 budget, FY18-FY22 Capital Budget, and warning of Town Meeting 2017.▪ Highway Garage replacement project discussion.▪ Begin discussion on water and wastewater allocation policies, framework, etc.

Select Board Items

Phil addressed the request received for freedom of information regarding VT Gas. Trevor said it was sent to all Town officials to respond if they have no involvement.

Phil said after reviewing the invoices it appears the best method is to continue to apply the solar credits to water and wastewater and have Water & Waste Water reimburse the Town. He mentioned that at some point the Town might want to take into consideration the trackers are on Water & Waste Water land and credit accordingly.

Phil asked about the Vestry building. He said that at one point there was some interest expressed to purchase the building and asked if the Town should encourage that. Trevor said according to the quit claim deeds found it shows the Town does not own the building. Phil said he would take this up with the United Church.

Tom said he has heard rave reviews from residents about the new water system.

Tom brought up the question of conflict of interest by Bill Marks regarding his position on the Conservation Commission and being a member of the intervenors group opposing the gas line at Gegrags. The Board agreed to have Bill attend a meeting to discuss this.

Minutes and Warrants

Phil moved the Board consider a motion to approve the minutes of 1/09/17 and the warrants, including payroll, as submitted by the Town Treasurer. Second by Tom and approved with 5 yes votes.

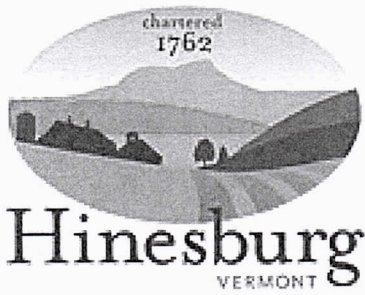
Executive Session – 1 V.S.A. § 313 (a) (1) (E) and (a) (3)

Executive session is required to discuss the excessive force allegation and the status of one of the employees involved. Two motions are needed – one finding that executive session is lawful and necessary and one to enter executive session. Any action to be taken must occur in public once the Selectboard has adjourned its executive session.

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 and Police Chief, and Renae Marshall 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.

DRAFT



Selectboard Meeting Sign-in Sheet January 16th, 2017

1. FRANK Koss

14. _____

2. Leon Festige

15. _____

3. Sue Barden

16. _____

4. Paul Lamberson

17. _____

5. Al Padak

18. _____

6. How Person

19. _____

7. George D. [unclear]

20. _____

8. _____

21. _____

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22. _____

10. _____

23. _____

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26. _____