



Select Board

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

Meeting Minutes – April 3, 2017

- Draft -

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

Meeting called to order at 7:04 p.m.

Changes to Agenda

Andrea requested to include a request to send a letter to DEC requesting they hold a public meeting regarding Eurasian Milfoil mitigation in Lake Iroquois.

Bill Marks asked the Board include acting on the request of the Conservation Commission who at their last meeting voted to change the rules of procedure regarding number of members.

Bill Baker addressed that request and said he looked at the Town website over the weekend and found no minutes of the meeting when this done posted. He questioned how they can make a request when there was no quorum and membership is dictated by State Statute. He hopes the Board will disregard the request.

Phil noted there was a motion by the Conservation Commission. The Select Board has discussed over past years the number of members on the Commission. The Board is open to hearing from those who came to apply for open positions on the Commission.

Interviews and Possible Appointments to Boards/Committees/Commissions

Merrily recused herself as she is chair of the Conservation Commission.

Tom recused himself from acting on Marie's application.

Marie Ayer said with grown children she now has the time to commit to volunteering for the Town.

She spoke about the educational and outreach programs in the mission statement and said she has designed educational opportunities for children as a teacher and looks forward to doing so with conservation in mind. She is also interested in working on stormwater management program.

Aaron said he is excited about the educational piece that could be brought to the Commission as well as stormwater work.

Andrea agreed with Aaron and is happy to hear about the desire to bring an educational component.

Bill Baker, said with his position on the HCS school board coming to an end he is looking to continue volunteering for the Town. His passion is to maintain a rural healthy Town and encourage use of land to make it economically viable. Bill also said he is interested in working with the Town Forest Management Plan to keep the woodlands healthy.

Mike Bissonette, said now that he is no longer on the Select Board is looking to volunteer in other areas in Town. He talked about the lake and his desire to work with both LIA and Lake Iroquois Rec District to promote a healthier lake.

Stacy Riley, also a HCS School Board member who will now have time and looking to help contribute to the Town.

She noted her experience as a CPA and can work to accomplish goals with a financial mindset. She is interested in the stormwater management and dealing with invasive species.

Bob Hyams, member of the CC, noted it is an advocacy board that advocates for the natural resources of Hinesburg.

Merrily said it would have been nice if applicants besides Stacy and Mike attended a CC meeting.

Meg Handler wanted to echo what Bob H said and draw a distinction between recreation and conservation.

Andrea suggested the Board wait to act on the applications till the next meeting and have the CC go back and rethink the motion to reduce the number of members.

Aaron said having fewer members on the CC was not acted on in the past and now to reduce the number when there are a number of applicants interested does not make sense.

Renaë Marshall advised all that in March of 1989 the Conservation Commission was formed. State Statute dictates there be from 3 to 9 members. In April of 1989 the Select Board chose to appoint 9 members and has remained at that number. Open Meeting Law would require 5 members for any action and 5 members currently are not on the CC so they are not able to make any decisions or take any action.

Marie A said at the meeting she attended the number of members was discussed as being a moving number, increasing and decreasing with interest.

Aaron moved the Board consider a motion to appoint Marie Aver to the Conservation Commission for a term expiring 1/01/21. Second by Andrea and approved with 3 yes votes, Tom and Merrily abstaining.

Tom moved the Board consider a motion to appoint Bill Baker to the Conservation Commission for a term expiring 1/01/18. Second by Andrea and approved with 4 yes votes and Merrily abstaining.

Tom moved the Board consider a motion to appoint Mike Bissonette to the Conservation Commission for a term expiring 1/01/09. Second by Aaron and approved with 4 yes votes and Merrily abstaining.

Aaron moved the Board consider a motion to appoint Stacy Riley to the Conservation Commission for a term expiring 1/01/20. Second by Tom and approved with 4 yes votes and Merrily abstaining.

George LeClair who was unable to attend tonight's meeting will be invited to come back to apply.

Town Plan Review and Discussion – Chapter 1 (Introduction), Chapter 2 (Demographics and Housing), Chapter 10 (Implementation), and Top Priority Actions (page 7)

The Board reviewed tonight's chapters and made some corrections and suggested changes. Added to the Top Priority Actions was completion of the Bissonette Fields and inclusion of wording to two areas regarding wildlife habitat and connectivity.

Discuss Proposed Development/Well Agreement

Ben Avery of BlackRock, the developers of the proposed Haystack Crossing project, was present to discuss a draft development agreement with the Board. There is a well on the Haystack parcel that a preliminary well test shows gross capacity of approximately 125 gallons per minute (gpm). The Town has been seeking a new well capable of supplying 200gpm of capacity after permitting and nanofiltration (treatment) loss. It is possible, with additional exploration and development of the

Haystack well (widening the drill hole and going deeper, for example), that the capacity could be greater than the initial test has shown.

The well site was one of three identified separately by the Town, working with its own hydrogeologist. Three prior tests conducted by the Town in the same general vicinity have not been successful. Staff has met with Mr. Avery to discuss the idea in broad terms, referring him to the Select Board for discussion and direction prior to engaging in any specific action regarding an agreement.

Andrea asked for a spreadsheet of all the other associated costs for the Board to review.

After discussion with Ben and review of the agreement the Board directed Trevor to move forward on this and gather further information.

Town Highway Garage Project – Next Steps, Timeline

The Town's project team met with Steve Smith, an architect with Smith Alvarez and Sienkiewicz (the firm that performed the project's scoping study and provided other assistance in project development), on Wednesday afternoon. The project schedule reviewed is an estimate, but provides a sense of timing and tasks. The site plan shows the preferred layout of the two options presented to the Board and voters. Another project team meeting is scheduled for April 12th, and the stormwater component representatives (Lewis Creek Association and Milone and Macbroom) and CSWD have been invited to participate. Scheduling presumes that the Board will stay with the same project team moving forward; additions and/or other changes can always be made.

The Board agreed there seemed to be no reason not to continue with the same architect and added their desire to hire a project engineer.

Consider Approving Highway Equipment Replacement Options (dump truck and loader)

Highway foreman Mike Anthony provided information related to possible replacement of one problematic and unsafe dump truck (the 2013 International) and the regularly scheduled replacement of the loader. The item is warned for possible action. Replacement of both pieces of equipment was discussed throughout the FY18 budget development process.

Andrea moved the Board consider approving the replacement of the 2013 International and the loader in FY18, with the replacement to be financed through a five-year lease-to-own (lease financing) option. Second by Merrily and approved with 5 yes votes.

Consider Approving the TA-60 (Annual Highway Financial Report)

The Board reviewed the proposed TA-60.

The Town is required to submit the TA-60 to VTrans; the form (among other things) ensures eligibility for grants.

Andrea moved the Board consider approving the TA-60 as presented. Second by Merrily and approved with 5 yes votes.

Consider Establishing a Water and Wastewater Allocation Committee

Taking a page from last year's book, when the "Alpha Force" was created to advance ordinance changes, the proposal is to create a committee to make recommendations regarding water and wastewater allocation policies and procedures.

The committee would be given, at a minimum and among other possibilities, the following scope:

- Examine how allocation ordinances or procedures work in other municipalities.
- Make recommendations regarding an allocation framework, including what the baseline should be (Time? Population? Water quality? Cost? A blended approach?).
- Make a recommendation regarding the appropriate ordinance venue (i.e. should the allocation policy appear in the zoning ordinances as a "growth control" tool or in a stand-alone allocation ordinance focused on impact to infrastructure, regulatory compliance, and/or impact on current users?)
- Examine whether or not requirements related to low flow or other efficiency/conservation models can extend capacity and useful life of infrastructure without capital improvements to the wastewater treatment facility.
- Re-examine and make recommendations related to the recently changed fee structures.
- Other duties as assigned by the Select Board.

One idea for the committee's membership is the following:

- Two members of the Select Board, appointed by majority vote of the Select Board;
- One member of the Planning Commission, appointed by a majority vote of the Commission;
- One member of the Development Review Board, appointed by a majority vote of the DRB;
- Three members of the public, appointed by a majority vote of the Select Board.

The seven-member committee will be staffed by the Town Administrator's office, Planning and Zoning, and Utilities Department staff. One consideration is whether or not to reserve one of the at-large seats on the committee for an individual with an active or completed development project in Hinesburg.

If the committee is established no later than the 4/17 meeting, it could be tasked with completing its work no later than the close of the fiscal year (6/30/17). The committee would be a public body as defined in the open meeting law, and thus subject to all requirements regarding warnings, agendas, minutes, participation, etc. The committee would provide the Board “updates” on its work at least once per month.

Tom moved the Board consider creating the Water and Wastewater Allocation Committee, appointing two Select Board members, and authorizing staff to advertise or solicit representatives for the other available “seats” for the purpose of appointment on April 17th. Second by Merrily and approved with 5 yes votes.

Board members Merrily, Tom and Andrea expressed interest in serving on the committee.

Consider Appointments/Reappointments to Statutory Positions

The list below contains the positions and current appointees. Those highlighted in yellow have indicated a willingness to serve another term. All of the incumbents have been contacted by email or telephone; not all have responded as of this writing. All terms are one year in length.

- Animal Control Officer: Ed Waite
- Constable: Frank Koss
- E-911 Coordinator: Renae Marshall
- Fence Viewers: Suzanne Kneller, Pam Durda, Susan Johnson
- Fire Chief: Al Barber
- Fire Warden: Ed Waite
- 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

Tom moved the Board consider a motion to appoint the individuals listed above to the respective positions listed. Second by Aaron and approved with 5 yes votes.

Consider Recommending Town Health Officer Candidate

No additional candidates have stepped forward for consideration. Kent Fraser was interviewed at the 03/20 meeting. The Select Board recommends appointment to the Vermont Department of Health. The commissioner of the department makes the actual appointment.

Aaron moved the Board consider a motion recommending Kent Fraser to the Vermont Department of Health to serve as the Town of Hinesburg's Health Officer. Second by Merrily and approved with 5 yes votes.

Town Administrator's Report

- a. **Vermont Gas Update** – The pipe has been pulled and connections are being made. Please also see the email from Tom Murray of VGS regarding restoration and other responsibilities that the company has and will continue to have.
- b. **WWTF Tour and Draft Permit Discussion** – Officials from the Department of Environmental Conservation will be in town next week to tour the wastewater plant and discuss a draft permit. If Board members would like to participate, let staff know.
- c. **Debt Service Chart** – A debt service chart is included, showing 30 years and the various categories of approved and authorized debt.
- d. **Shared Zoning Administrator with Richmond** – The Planning Commissions for each community will be interviewing a pair of candidates for additional consideration and possible recommendation to the respective legislative bodies.
- e. **Baldwin Road Intersection** – Initial engineering has been completed; the matter is scheduled to return to the Board later this spring.
- f. **Village South sidewalk Grant and RFP** – The CCRPC is providing municipal project management services; an RFP is available for review.
- g. **VTrans/Route 116 "Cattle Pass" Replacement Follow-up** – Please see the additional information provided by VTrans officials following the 3/20 discussion on replacement of the Route 116 "cattle pass."
- h. **Town Meeting Feedback Reminder** – Just a quick reminder to send any suggestions or other feedback related to Town Meeting to staff; submittals will be compiled and returned to the Board for review.
- i. **Trevor noted he met with** Board Chair, Phil Pouech, and Vice-Chair, Aaron Kimball, and submitted his letter of resignation and read the letter to the Board. Trevor will be moving on so he can work closer to home.

<i>"Two-and-Two"</i>	
<u>04/17/17</u>	<u>05/01/17 or 05/02/17</u>
<ul style="list-style-type: none"> ▪ Town Plan Review ▪ Discuss proposed well/development agreement. ▪ Animal Control Ordinance – on/off premises discussion, drafting. ▪ Continue Highway Garage project planning discussion. ▪ Retreat planning and preparation. ▪ Town Forest Committee re forest management plan changes and fund carry-forward request. 	<ul style="list-style-type: none"> ▪ Town Plan Review, continued ▪ Water/wastewater allocation discussion. ▪ Discuss formal purchasing policy. ▪ Discuss capital tax rates. ▪ Highway garage project update.

Select Board Items

Andrea asked the Board to consider sending a letter to the DEC to request a public hearing on the Eurasian Milfoil mitigation advising them the majority of residents on the lake live in Hinesburg and to post the permit application notice in the Town of Hinesburg.

Merrily moved the Board vote to consider authorizing the Town Administrator send a letter to DEC requesting a Public Hearing about the Eurasian Milfoil Mitigation plans and post the permit application in Town. Motion approved with 5 yes votes.

Tom reminded all that on Green Up Day, May 6, the lunch will take place at the Bissonette Fields.

Andrea asked how the Town plans to address the sidewalk damage. One suggestion was to see if any group of students are looking for a project.

Phil asked about the proposed new Dog Ordinance. Trevor said if Select Board is good with the document as amended at Town Meeting they will proceed as planned.

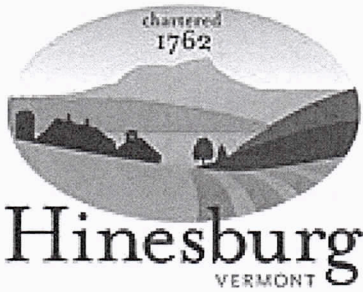
Phil also asked the status of the bond for the Solar Trackers. Trevor said work with National Bank of Middlebury is on track.

Warrants

Andrea moved the Board consider a motion to approve the warrants, including payroll, as submitted by the Town Treasurer. Second by Tom and approved with 5 yes votes.

Aaron moved to adjourn at 10:50 p.m., second by Tom and unanimously approved.

Respectfully submitted,
Valerie Spadaccini, Clerk of the Board



Selectboard Meeting Sign-in Sheet April 3rd, 2017

1. FRANK KOSS

2. Beth Ayer

3. Marie Ayer

4. Bill Marks

5. Michael Bissette

6. Benjamin Avery

7. Jen McCuin

8. Stacy Riley

9. Dan Myhre

10. Bud Paul

11. Alex Wolkhagen

12. Maggie Gordon

13. PETER ERB

14. Mike Anthony

15. Frank Tunney

16. Meg Handler

17. Joe Iodanese

18. Dan Jacobs

19. _____

20. _____

21. _____

22. _____

23. _____

24. _____

25. _____

26. _____