



## Select Board

Town of Hinesburg  
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## Meeting Minutes - July 6, 2017

- Draft -

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

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

### Agenda Changes

Addition of awarding the bid for construction of the Farmall Drive connector road.

Aaron asked to have an executive session regarding the Town Administrator search committee.

### Construction of Connector Road

Tyler Billingsley, of East Engineering, reviewed the results of bids for the work. He is recommending accepting the bid from Debisschop Excavating LLC in the amount of \$127,760 with work estimated to start mid to late August and finalize mid to late September.

Andrea asked if he will be overseeing the work. Tyler said he will.

Andrea moved the Board approve awarding the bid for the Farmall Drive connector road to Debisschop Excavating for \$127,760. Second by Aaron.

Mike Bissonette asked if the contract has been reviewed by legal representation for the Town. Tyler said the bid has not.

Motion voted and approved with 5 yes votes.

### Appointments

Both Andrea Morgante and Mike Bissonette have expressed interest in serving as Hinesburg's representative on the board of the Chittenden County Regional Planning Commission (CCRPC).

Board members discussed their expectations of the representative in regards to communication of CCRPC activities and seeking input from the SB regarding their views on upcoming voting actions.

Merrily moved the Board re-appoint Andrea as Hinesburg's representative to the CCRPC board for a two year term expiring 6/30/2019. Second by Phil.

After further discussion the motion was amended to include appointment of Mike Bissonette as Hinesburg's alternate representative to the CCRPC board for a two-year term expiring 6/30/2019. Motion voted and approved with 4 yes votes and Andrea abstaining.

Merrily has expressed interest in serving on the Clean Water Advisory Committee (CWAC).

Aaron moved the Board appoint Merrily as Hinesburg's representative and Alex as alternate to CCRPC Clean Water Advisory Committee for a two-year term expiring 32019. Second by Andrea and approved with 4 yes votes and Merrily abstaining.

Andrea noted the Transportation Advisory Committee (TAC) is typically represented by public works director or the Town Administrator. We can leave this vacant for now and advise CCRPC we are in transition and will make an appointment in the future.

### **Vermont Alert Implementation Process**

Randy Bronson, VT Alert Administrator, gave a presentation of the service and how Hinesburg can best use the service. Phil said the Select Board will discuss with Al Barber and Chief Koss.

### **Potential Relocation of the CSWD Drop-Off Site.**

Andrea reported the Town committee along with representatives from CSWD have been working on this. The Town entered into the site planning process with CSWD need for a temporary site while work is being done on site for new Town garage. CSWD board presented with their engineer's information they feel makes the landfill site cost prohibitive. Andrea suggests moving forward with permits and to convey to the CSWD the Town wants to continue to work with them. CSWD wants a 20-year lease before they even consider a temporary site.

Merrily moved the Board approve moving forward with the original plan approved with the bond vote and continue to encourage CSWD to help the Town move forward. Second by Aaron.

Sara Reeves, of CSWD, said they are committed to not standing in the way.

Motion voted and approved with 5 yes votes.

Phil said he has been contacted by the Energy Committee with their desire to be sure the highest level of energy efficiency is obtained. They suggest hiring a consultant for \$1,000 to review and provide

information.

Andrea moved the Board support the Energy Committee request to spend \$1,000 to hire a mechanical engineer to provide peer review on the Town garage project to be completed in a week. There was no second to the motion.

Discussed the fact that the \$1,000 could be used toward efficiencies and the timing of the request will likely not allow for changes at this stage of the project.

Renaë wanted to thank Steve Smith and Tom Barden for all the work they have put into the project. Phil took the opportunity to thank Mike and the Highway crew for the great work after the storm.

### **Water and Wastewater Budgets and Allocation**

Eric reviewed the budgets with the Board. It was agreed for all to take a closer look at them and come back with specifics at a meeting to be held on July 27.

Eric discussed the water loss problem, he has located some areas and fixed those but has not been able to identify all causes of the loss. Also noted was that the nano-filtration system is using more water than was predicted. Phil suggested looking into what the projected loss was and find what can be done to lower the amount of water loss.

Eric brought up the problem of delinquencies with water/wastewater users.

### **Request For Relief From Requirement To Upgrade Class 3 Road**

Property owners J. Laszlo and I. Gyorfi are requesting not to have to upgrade Leavensworth Road as required in their road cut permit. In the DRB decision this was not a requirement.

Andrea noted there have been instances in the past where development has been done and the road not required to be upgraded to class 3 from class 4 and she suggests not to require the upgrade for this situation.

Beth Sengle asked how far in on the class 4 road will the road cut be. Mr. Laszlo said 140 feet or so if class 4 begins at the phone pole. He noted they are also seeking to change the curb cut.

To allow exception to class 3, which the Highway Forman is okay with will require having the Highway Forman approved modified plans.

Tom asked about the likelihood of development further down the road that would require an upgrade. Mr. Laszlo said there is none in the foreseeable future.

Andrea moved to accept the proposal from the landowners and ask Mike Anthony to rewrite the curb cut permit in accordance with the change requested. Second by Merrily. Phil noted the change will be

posted before being acted on. Motion voted and approved with 5 yes votes.

### **Revised Contract for Police Services with St. George**

The Board reviewed the changes which did not change the overall requirements of the contract.

Merrily moved to approve the amended Police Service Agreement with St. George. Second by Andrea.

Andrea asked if Chief Koss reviewed the amended agreement and was told he has.

Motion voted and approved with 5 yes votes.

### **Safety Policy**

The Board reviewed the revised Select Board Policy Regarding Safety.

Aaron moved to approve the modified Safety Policy. Second by Tom and approved with 5 yes votes.

### **Bond Bank**

Andrea moved to approve signing all appropriate documentation for the general obligation bond. Second by Merrily and approved with 5 yes votes.

### **Town Administrator**

Rena reports that Tyler Billingsly submitted an agreement for providing engineering services for the Town. The Board will review the agreement and act on it at the next meeting.

Rena advised the Board of correspondence from the RPC/DEC inviting the Town to participate in the municipal grants in aid pilot project.

Andrea moved to sign the letter of intent for participation. Second by Aaron and approved with 5 yes votes.

### **Select Board Items**

Andrea asked if the municipal drinking water is tested for radon. Rena believes it is and will check. Andrea asked for information regarding the Mobile Park in Town being sold be posted on the Town website.

Tom suggested to put on hold meetings of the water allocation committee until the water situation is stable

Tom also reported the grass is growing well at the Bissonette fields.

Aaron recapped the spectacular 4th of July celebration and thanked the Fire, EMT and Police Departments.

## **Minutes**

Andrea moved to approve the minutes of June 22, 2017. Second by Aaron and approved with 5 yes votes.

## **Warrants**

Aaron moved the Board approve the warrants, including payroll, as submitted by the Town Treasurer. Second by Tom and approved with 5 yes votes.

## **Executive Session**

Executive session is required to discuss hiring and sharing information from the Town Administrator search committee.

Aaron moved the Board 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 Merrily and approved with 5 yes votes.

Aaron moved the Board enter executive session to discuss hiring the next Town Administrator under the provisions of 1 V.S.A. § 313 (a) (1) (B) and (E), and (a) (3). Second by Merrily and approved with 5 yes votes.

Aaron moved the Board come out of executive session and adjourn, second by Merrily and unanimously approved.

Respectfully submitted,  
Valerie Spadaccini, clerk of the Board



# Selectboard Meeting Sign-in Sheet July 6, 2017

1. Michael Bissonette

2. Gail Decker

3. Mike Anthony

4. Nancy Plunkett

5. Tyler Billingsley

6. Johann White

7. Maggie Gordon

8. Paul Marks

9. Sarah Reever

10. Ray Mainer

11. Nancy Delaney

12. MARK DONOHUE

13. Chuck Reiss

14. Jane Finn

15. Cheryl Park Kupersmith

16. Michael Kupersmith

17. Sylvia Deiger

18. MT Milliken

19. Ben Sengle

20. Ed Sengle

21. Stefko Gorf

22. Jay

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