



## Select Board

Town of Hinesburg  
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### Meeting Minutes – September 18, 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 7:00 p.m.

There were no changes to the agenda. Phil mentioned the Board would be going into executive session as the last item on the agenda.

#### Carpenter-Carse Library Update

Sara Donegan gave the Board an update on activities at the library. They have remodeled the youth area, have new adult program and youth program directors.

Sara is working on putting the library policies in writing.

They are working on a new logo and new website.

There will be an open house on October 23rd through October 27th celebrating 20 years of the library at this location.

#### Consider Approving FY17 Miscellaneous Reserves

Joan and Missy were present to answer questions the Board had on some items on the reserve list. Missy noted they have been working toward reducing the list with the goal to be to move what can be moved to the capital fund.

Aaron moved to approve the FY17 miscellaneous reserve funds discussed at the Select Board meeting of 9/18/17 for \$419,516.22. Second by Tom and approved with 5 yes votes.

## **Consider Approving Assigned Fund Balance as of 6/30/17**

Discussed removing items that have a zero balance and clearing up what is for the Bissonette Fields vs. Recreation Department.

Aaron moved to approve the Assigned Fund Balance as of 6/30/17 as adjusted for \$184,174.35. Second by Tom and approved with 5 yes votes.

## **Discussion of Hinesburg Police Department Policies**

Frank Koss had forwarded a copy of the policies to the Board for review. Frank noted anyone can have access to the policy for their information.

Regarding the question of military surplus equipment Frank said there is no written policy regarding that. They have equipment they need and he does not foresee a time they would need. If there was something he would come to the Board regarding acquiring it.

Andrea asked about holding evidence. Frank said the evidence has controls, only one person has a key to the evidence room and there are audits to check on items logged in.

## **Discussion of Town Administrator vs Town Manager Forms of Government**

Renaë said in gathering information for the Board to review she spoke with the Richmond Town Manager who also served as their Town Administrator and is willing to share information on the transition with Hinesburg.

Merrily addressed the fact that the information she read notes that a Town Administrator can be delegated the authority that closely matches a Town Manager and the Select Board could remove that authority.

Renaë said before hiring the last TA responsibilities were adjusted to align more with the TM but it did not stay consistent.

Merrily also addressed the workload of the Select Board and meeting time if to TM.

Renaë said it does not change the workload or amount of meetings for Select Board but changes their focus to more of a policy setting board and TM is doing more of the day-to-day actions.

Merrily asked about resident participation with the change to a TM. She has the feeling it would lessen the participation of the Town. Renaë said that in conversations with other TM in the area that is not the case.

## **Appointment of a Voting Delegate for the 2017 VLCT Annual Business Meeting**

Andrea moved to designate Renae Marshall as Hinesburg's voting delegate at the 2017 VLCT annual business meeting. Second by Tom and approved with 5 yes votes.

## **Town Administrator Report**

Renae said that the valve replacement on the water line in front of Town Hall has been scheduled for Sept 26.

The paving work has been completed. Renae has not heard any feedback about the paving at the Baldwin Road intersection.

The connector road has been delayed by rain but work is now active again.

The new Town Garage project goes before the DRB Tuesday the 19th.

Safety Committee meeting will be at the Police Department.

The leak detection crew will be in Town October 2 – 4.

October 19 – 24 are possible dates for Texas Hill Road bridge replacement.

## **Select Board Forum**

Aaron mentioned the poor condition of the sidewalk north of the Public House.

Tom noted there are several in Town, specifically by the phone company.

Renae suggested making a list of problem areas, Aaron volunteered to take pictures.

Andrea reminded us the Fall Festival is taking place this Saturday and the Stone Soup Supper at the United Church.

Tom said the WOKO golf tournament raised \$1700.00 and again donated it to the Hinesburg Fire and Rescue.

## **Minutes**

Aaron moved to approve the minutes of 8/31/17, second by Merrily and approved with 5 yes votes.

## Warrants

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

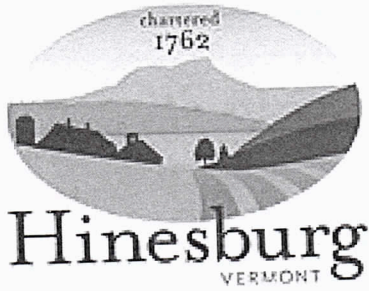
## Executive Session

Phil moved to find that premature public discussion would place the municipality at a substantial disadvantage with regard to submission for RFQ for the Highway Garage, issues related to notice received regarding Observatory Road and to discuss a personnel issue. Second by Aaron and approved with 5 yes votes.

Aaron moved to enter into executive session under the provisions of 1 V.S.A. § 313 (a) (1)&(2) including the Town Administrator for the discussion of the RFQ for the Highway Garage and issues related to Observatory Road first two items and just the Select Board relating to the Town Administrator search process. Second by Merrily and approved with 5 yes votes.

Aaron moved to come out of executive session and adjourn, second by Tom and approved with 5 yes votes.

Respectfully submitted,  
Valerie Spadaccini, Clerk of the Board



# Selectboard Meeting Sign-in Sheet September 18, 2017

1. FRANK KOSS

2. SARA A. DONEGAN

3. AL BARBER

4. JOAN HULLER

5. MISSY ROSS

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