



Select Board

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

Meeting Minutes – October 16, 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.

Phil called the meeting to order with a celebration of the first Select Board meeting with Hinesburg's new Town Administrator, Renae Marshall. Phil was happy to report that the hard work of the water department has resulted in finding the elusive water leak which has now been fixed, and announced that John Alexander received the New England Water Environment Association award as the water operator of the year for the state of Vermont.

Agenda Changes

Discussion with Mike Anthony regarding roadside mowing.

Mike Anthony, highway foreman, addressed the question on proper use of the roadside mower raised by a resident. Mike said the mower is being used properly according to the manual. In the future, if there is an individual near the area being mowed they will avoid that area and go back another time to complete it.

Phil noted the safety committee will also look at this to see if any other changes should be made.

Patriot Lodge Discussion

Devin was present regarding the Masonic Lodge transferring the building to the Town and then being given a 50-year lease for use of the building. He explained financially they can maintain but can no longer afford to continue to replace items in the building. The building is used not only for Mason's meetings and activities but has been the location for the Hinesburg Nursery School who pay a rental fee of \$300 annually plus utilities and have made updates over the years. Jessica Mason member of the nursery school board noted the relationship of being in the building and working with the Masons when repairs and updates are needed. Recently the Recreation director has contacted them regarding holding a yoga class.

Currently there are 19 windows and 3 doors that need to be replaced.

The history of how the building was given to the Town in exchange for the lease which included the need for the school to have additional land needed for expansion was discussed.

There was discussion about the lease and interpretation of the wording.

Phil suggested they get an estimate for the necessary work. He also noted the need to get a legal opinion on the lease and for further discussion on presenting this to the voters.

Job Description/Organizational Structure Discussion with Rob Bast

Rob said that earlier in the year he attended an annual meeting at Shelburne Farms that addressed reorganizing and improving efficiencies. He noted that discussion was similar to when he was on the Select Board and worked on reorganization of positions in Hinesburg Town government. He realized the Town had never taken the step to coordinate job descriptions. In 2004 the Town hired someone to help manage the effort and rewrote all the job descriptions. Rob believes it would be in the interest of the Town to revisit this. This would also give an opportunity to review with each department what the mission statement of the Town is from their perspective. This affords an opportunity for staff to contribute their ideas.

Consider Acceptance Of The Jolley Easement For The Village North Sidewalk

Aaron moved the Board accept the Warranty Deed of Easement as presented in the Select Board packet on 10/16/17 for Jolley easement for Village North sidewalk. Second by Merrily and approved with 5 yes votes.

Andrea noted the need for continuity in language in future documents like these.

Creekside Road closure (to vehicle traffic) Request for Halloween

Tom moved to approve the closure of Frederick Way and most of Farmall Drive to visitor traffic from 6:00 p.m. to 8:00 p.m. for the Creekside annual Halloween event on Tuesday, October 31st. Second by Merrily and approved with 5 yes votes.

Select Board Members Adopt a Department For The FY 19 Budget Season

Renaë bundled departments in like bundles and Board members each chose a group of budgets to work with.

Town Administrator

Renaë noted the big news of location of the water leak. Tom asked about location of the meter relative to where the Town portion of the line ends. He noted it would be important to locate the meter where the line becomes private as that would give the landowner an immediate indication of unusual water use.

Select Board Forum

The Board further discussed the situation with the Masonic Lodge. Tom said as far as he knows they do a lot for the Town but he is hesitant to put tax dollars into the building. They pay only \$1.00 a year and the nursery school only \$300 to the Lodge, he feels there needs to be responsibility on the part of the Masons.

The building would not qualify for any historic building funding sources.

Andrea said as we think of other things in terms of community buildings and assets and long term thinking we should think about the value of that property to the Town.

Andrea is making notes on issues that come before the Board to see what would be Town Manager responsibilities and what fall into the Select Board category.

Minutes

Aaron moved to approve the minutes of 10/02/17 as corrected. Second by Merrily and approved with 5 yes votes.

Warrants

Aaron moved to approve the warrants of 10/12/17, including payroll, as submitted by the Town Treasurer. Second by Merrily and approved with 5 yes votes.

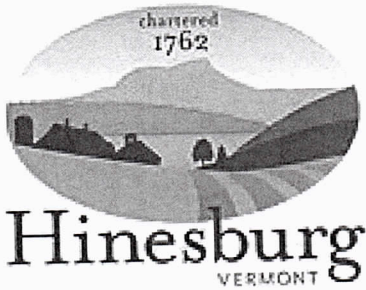
Executive Session

Phil moved to find that premature public discussion would place the municipality at a substantial disadvantage with regard to discussion of legal matters in the Magee Hill mediation agreement with Palmer / CSWD MOU concerning the relocation of the drop off center and Observatory Road. Second by Tom and approved with 5 yes votes.

Aaron moved to enter into executive session under the provisions of 1 V.S.A. § 313 (a) (1)&(a)(2) including Renae Marshall for discussion relating to the MOU with CSWD / mediation of Magee Hill Road issue and Observatory Road issue. Second by Andrea and approved with 5 yes votes.

Tom moved to come out of Executive Session and adjourn. Merrily Seconded the Motion. The motion passed 5-0.

Respectfully submitted,
Valerie Spadaccini, clerk of the Board



Selectboard Meeting Sign-in Sheet October 16, 2017

1. Richard MERRILL (Patriot)

14. _____

2. JAMIE CUDNEY

15. _____

3. Leah Hamilton

16. _____

4. Dewin Grandchamp (Patriot)

17. _____

5. Caleb Nye

18. _____

6. ROBERT BASTI

19. _____

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