



Select Board

Town of Hinesburg
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Meeting Minutes - February 19, 2018

- Draft -

Attending the Meeting: Phil Pouech, Tom Ayer, Andrea Morgante, Aaron Kimball, Merrily Lovell, Renae Marshall, Joy Dubin Grossman, Richard Watts, Erik Bailey, Jeff Glassberg, Jason Barnard, Leo Besaw, Colleen MacKinnon.

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

Changes to the Agenda

Added is discussion with Richard Watts, Hinesburg representative on the Chittenden County Regional Planning Commission Transportation Advisory Committee, regarding the application to the Unified Planning Work Program for Green Mountain Transit Bus ridership pilot program. Richard Watts explained to the Board that there has been a revision to the UPWP project proposal. The project will be a bit smaller and have a Town cost share of \$1,000 which could be covered by volunteer work and the Town will lead the project. The larger proposal that will be considered would be of regional significance and no cost to the Town. Both projects will be reviewed.

Andrea is in favor of the Town led project so we can see if there can be human interaction component to try to increase ridership.

Phil will send a follow up email to the CCRPCTA that the desire of the Town is for this to still be a Town project.

Public comment

None

Discussion Regarding Current Allocable Capacity of the Municipal Water System

Erik Bailey, Water Works Department Superintendent, reviewed with the Board the annual allocation categories. Erik highlighted water capacity, actual use, and reserves.

Andrea brought up available water allocation and wastewater capacity. Erik said we do have more wastewater capacity than needed to handle the available water allocation.

Andrea said she wants to look at actuals for water use under category 1 and projections for growth. Maybe we don't need to keep 5,000 in that category. Same thing for village core, category 2. Then look at the multifamily users. That should give a better idea of actual capacity. That information can be passed on to the Planning Commission to work out a phasing plan.

Erik asked if the Board wants to plug in low numbers till they get better information to allow small projects to get allocation. Andrea noted the Town has allowed projects needing under 1,000 gpd allocation can be hooked up.

Tom said he would like to be able to give allocation to the projects that have been held up for a long period of time.

The Board agreed to wait till they have more information as it will only be a few more weeks.

Jeff Glassberg of NRG said there was a policy in effect through June 30, 2017 they submitted an application for allocation under enterprise gallons and everything came to a halt. The application submitted was never acted, do they need to submit a new application. Andrea said the SB never saw that application. Renae noted the applications came to the Town and were held but not forwarded to the SB. Andrea said it would be good for the SB to see all the applications.

Renae said what she is hearing from Jeff is if the applications that they previously applied and there was capacity insuring they are going to be based on when they applied.

Andrea said it was never clear that the allocation is first come first serve but she does not think he needs to reapply.

Erik responded the applications when filed and the fee paid should be the start date.

Discussion Regarding Available Water Capacity for Proposed Subdivision at 429/431 Richmond Road

Jason Barnard, designer for the project, and Leo Besaw were present regarding the proposal on the subdivision at 429/431 Richmond Road. They had an allocation request for 750 gpd approved in 2016 and the holding fee is being paid on that. Jason noted they are seeking an additional 2,400 gpd of water allocation and submitted an application for that in April of 2017.

Tom said he would like to approve the allocation so they can move forward with the project but not sure how many others are waiting too.

March 19 meeting the Board should have the information needed to make allocations.

Discussion with Champlain Valley School District Board Member Colleen MacKinnon regarding proposed FY19 school budget

Colleen MacKinnon, Hinesburg's representative on the Board, was present to review the proposed budget.

Areas highlighted were:

The budget now encompasses one board, 5 towns, 6 schools and about 4,000 students.

The fiscal goal was an increase of no more than 2.3%. Cost per equalized student is \$15,749 for 4127 students. Debt service is the two big construction bonds in the district, Shelburne and Williston which is 1.1% of the budget. For future needs a consolidated maintenance plan is being worked on. The district is receiving a .08 incentive by making a decision early to consolidate.

The articles to be voted on are (1) the budget; \$76,838,041 (2) the fund balance; apply \$750,000 of fund balance to offset taxes and will be applied to next year's budget (3) bus purchase; this will include providing transportation to Charlotte school and (4) construction bond fund budget allocation; the bond for improvements to the Shelburne school had some fund balance, this is to reallocate those funds in different areas. For Hinesburg it will go towards the kitchen, playground, painting the exterior of the 1998 addition, roof work, Lyman field work.

Tom asked Colleen to bring to the Board the idea of a late start for all schools on Wednesday mornings instead of early dismissal on Tuesdays for the elementary/ middle schools.

Discussion on Proposed FY19 Municipal Budget

The Board did not receive any questions from the public. They reviewed the departments each will be addressing at Town Meeting.

Colleen said she is open to doing a presentation about the CVSD budget before Town Meeting begins if the Board is interested.

Consider approving annual certificate of approved location for Burnett's Scrap Metal

Rena said this done every 5 years. Needs to be approved by April 25 and will be acted on at the Select Board March 19, 2018 meeting.

A notice will go out to abutting property owners, warning in the Citizen, and letter to Burnett's.

Andrea said as a pre-existing use it never had to have a stormwater permit. She would ask by the next 5-year approval there is a plan on how they are addressing stormwater.

Consider approving revised 2018 certificate of highway mileage

Joy Dubin Grossman, Assistant Town Administrator, explained some of hurdles regarding Thorn Bush Road and Mulberry Lane roads. The Town does not have a copy of a warranty deed stating who owns the first section Mulberry Lane. Andrea does not recall there being an offer of dedication for that section of the road.

Renaë said regardless we do need to complete the process of dedication.

Joy added the State is allowing the mileage for the road to be added now.

Tom moved to accept the revised 2018 certificate of highway mileage for 33.17 miles, second by Aaron and approved with 5 yes votes.

Town Administrator Report

Renaë reports a painter has been hired and interior painting being done. The curtains are again hung in the main hall.

The roof needs to be inspected and she contacted the VT Preservation Trust who advised her the Town may be eligible for a grant. They will have someone inspect the entire building and supply the Town with a report that would prioritize how to go about work needed.

She has been working with Vermont League of Cities and Towns on updating the personnel policy.

She is looking at sidewalk policies of other towns in Vermont for writing a policy for Hinesburg.

Select Board Forum

Tom announced a Calcutta fundraiser for the Bissonette Fields to be held April 14, 2018 at Cedar Knoll.

Renaë reported on the meeting the Recreation Commission held on last Tuesday. The decision was to incorporate the 4th of July Parade with the Fire Dept. celebration on June 30 and a celebration each day leading up to a finale on the 4th including the fireworks.

Phil noted several Board members have volunteered to join the PC in serving the community dinner at the United Church.

Phil also reported on the Vestry building. The United Church has investigated and found the Church owns the building and the Town has held a lease on it from the 1970's. The property is not owned by the Church and there is some indication that the Baldwin family may have the right to take it back though which Baldwin's is not clear. The decision is to demolish the building and save the window.

Minutes

Tom moved to approve the minutes of February 5, 2018 as amended, second by Aaron and approved with 5 yes votes.

Warrants

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

Executive Session

Phil said the Board will be going into executive session to discuss a number of issues; contract concerning Observatory Road, Health Order that has been issued, wastewater permit, the MOU with Chittenden Solid Waste District and potential contract concerning the security around the new Town garage.

Andrea moved to find that the premature disclosure would put the Town at a substantial disadvantage, second by Aaron and approved with 5 yes votes.

Andrea moved that the Select Board enter Executive Session including Renae Marshall and Joy Dubin Grossman to discuss all five contracts under the provisions of 1 V.S.A. § 313(a)(1)(a). Second by Aaron and approved with 5 yes votes.

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

Tom moved to adjourn; second by Aaron and approved with 5 yes votes.

Respectfully submitted,
Valerie Spadaccini, clerk of the Board