



Select Board

Town of Hinesburg
10632 Route 116 Hinesburg VT 05461
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Meeting Minutes – June 7, 2018

- Draft -

Attending the Meeting: Phil Pouech, Aaron Kimball, Merrily Kimball, Tom Ayer, Andrea Morgante, Renae Marshall, Joy Dubin Grossman, Erik Bailey

Meeting called to order at 7:02 p.m.

Agenda Changes

An additional item regarding the grants and aid program will be discussed under the Town Administrator report.

Public Comment

None.

Consider Reappointment of Planning Advisory Committee

The Planning Advisory Committee (PAC) is among the various standing committees of the CCRPC. The PAC is responsible for reviewing municipal plans and Act 250 permits and meets on a monthly basis. Alex Weinhagen has been our representative for this committee and he would like to continue to serve in this role. He doesn't feel an alternate is needed.

Andrea moved to reappoint Alex Weinhagen as Hinesburg's representative of the Planning Advisory Committee for a two year term beginning on July 1, 2018 through June 30, 2020. Second by Tom and approved with 5 yes votes.

Consider Approving a Second Class Liquor License for Jiffy Mart (Global Montello Group Corp.)

Andrea moved to convene as the Board of Liquor Control. Second by Tom and approved with 5 yes votes.

Merrily moved to approve the application for a second class liquor license by Jiffy Mart, now owned by Global Montello Group Corp. Second by Aaron and approved with 5 yes votes.

Andrea moved to adjourn as the Board of Liquor Control. Second by Merrily and approved with 5 yes votes.

Consider Approving the FY19 Water/Wastewater Budget

Erik Bailey, Superintendent of the Water Works Department, reviewed the proposed water / wastewater budget with the Board.

Water budget – Tom asked how much of the 19% increase is due to the bond. Erik said that the bond is the cause of the increase.

Andrea asked if there is a capital plan and Erik said that is the focus of the Asset Management Plan he is looking to implement.

Phil asked Erik to check on line 19 – capital transfer to be sure it was done.

Tom asked in light of the big increase, will bringing on new users impact the amount people are paying. Andrea said it will not change the rate but would be good to figure out if the number of users potentially could reduce the rates.

Andrea made a motion to approve the FY19 Water/Wastewater Budget as presented. Second by Tom. Phil asked for a press release and note in the next bill for customers to explain the increase and note wastewater is not increasing. Motion voted and approved with 5 yes votes.

Consider a Motion to Adopt the Proposed Water and Wastewater Rates FY19

A 19% increase is proposed for both fixed and usage water rates for FY19 funding half the debt service for the new Water Treatment Facility.

Andrea moved to adopt the following rates for water and wastewater for FY 2019. Water - \$99.57 per unit per quarter (both metered and unmetered) and \$0.044 per cubic foot per quarter usage fee (metered) meaning above the 500 cubic feet that comes with the base fee of \$99.57 there is a charge of \$0.044 for additional, and \$76.53 per quarter usage fee (unmetered). Wastewater - \$98.83 per unit per quarter (both metered and unmetered) and \$0.0355 per cubic foot per quarter usage fee (metered), \$64.07 per quarter usage fee (unmetered) representing no change from FY 18. This will result in \$25.03 increase per quarter on water. Second by Merrily and approved with 5 yes votes.

Initial Water/Wastewater Allocable Capacity Discussion

Erik and the Board reviewed the suggested annual allocation pool designation (appendix E to the

ordinance).

Andrea said in regards to wastewater she is concerned about why we have so much more water going into the wastewater treatment plant than we have being pumped for water. She would like to see a plan on dealing with infiltration.

Andrea said it would be helpful to have a chart showing how many single-family, multi-family, congregate housing, and commercial the 31,643 gallon per day would serve.

A committee will be formed with Andrea, Tom, Alex Weinhagen and a planning commission member to work on this.

Fire Protection Services

The Town has had a Fire Protection Services Agreement with the Town of St. George since 1996. According to the original agreement, St. George was to be billed 15% of the actual expenses of the Hinesburg Fire Department. Over time, this figure has grown as our FD budget has grown and the amount we would need to bill St. George, based on the current formula would be a dramatic increase. In past years, to help offset those increases, they tried work with an average over the past five years. However, now that the budgets have been consistently higher, that is no longer a savings. We have met with the Chief Barber and the St. George TA, Maggie Kerrin, to discuss a plan moving forward.

The Board agreed for the need for next year to come up with a formula to work from to be in place and remove the need to negotiate each year.

Andrea moved to accept the FY19 Fire Protection Service Agreement with St. George for \$29,500. Second by Aaron and approved with 5 yes votes.

Town Administrator Report

Letter of intent to participate in the Municipal Roads Grants and Aids Program. Renae explained this will be the second year of the program. There is a 20% local match which is covered by the labor of the highway department. Andrea moved to sign the letter of intent with the Agency of Transportation. Second by Merrily and approved with 5 yes votes.

Preservation Trust of Vermont Assessment of Town Hall – shared with the Board the report from the contractor who Preservation Trust sent to evaluate Town Hall and develop a priority lists of items to tackle related to the building.

The Highway Department collects scrap metal and brings it in once they have accumulated an amount when the scrap metal prices are decent. They recently received approximately \$3,200 in scrap metal and would like to know if they can use this toward purchasing the necessary supplies for the new building such as mops, brooms, etc., as needed. The idea is they would use their supplies budget line first but if still needed additional they could overspend in that line item with the understanding that

this \$3,200 is shown in miscellaneous revenue for the highway department and would offset that overspending. Andrea moved to authorize the Highway Department to use the \$3,200 they received from scrap metal to purchase needed supplies and furnishings for the new Highway Garage. Second by Aaron and approved with 5 yes votes.

Pictures of the progress at the garage were shared.

Update on Gilman Road Property – Demolition has been continuing since it started on May 29th. All the buildings are down and the cars have been removed. The next step is to brush hog to be sure nothing remains under the high grass. It will be checked if one more baiting needs to be done.

The RFQ's for the wastewater plant are due next Monday at 1 p.m. A committee will review them.

Congratulations to Chief Koss for being named President of Vermont Association of Chiefs of Police recently!

Select Board Forum

Tom reported on trees planted at the Bissonette field and Millie's Field is officially open.

Andrea thanked the three Champlain Valley Union students, (Noah, Sienna and Annabelle) helped in fixing the benches donated by the Lions Club.

Aaron advised of an area needing attention along Route 116 by Giroux's.

Tom also announced the Hinesburg Business and Professional Assoc. is holding the golf tournament to support fireworks this weekend and there are still openings for players. The Board then noted there could be more information published on the events and a schedule.

Phil reported on the success of the community dinner served by the Select Board and Planning Commission.

Minutes

Andrea moved to accept the minutes of 5/21 as amended. Second by Tom 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

Andrea moved that Executive Session is appropriate under provisions of 1 V.S.A. § 313(a)(1)(a)(2)&(a)(3). Second by Aaron and approved with 5 yes votes.

Andrea moved to go into executive session for personnel discussion including Renae and Joy. Second by Aaron and approved with 5 yes votes.

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

Andrea moved to adjourn, second by Merrily and approved with 5 yes votes.

Respectfully submitted,
Valerie Spadaccini, clerk of the Board

DRAFT