



Select Board

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

Meeting Minutes – November 6, 2019

- Draft -

Attending the Meeting: Phil Pouech, Aaron Kimball, Merrily Lovell, Tom Ayer, Jeff French (joined the meeting at 8:00), Renae Marshall, Joy Dubin Grossman and attached list.

Phil called the meeting to order at 7:00 p.m. noting Jeff French will be late.

Phil addressed discussion on Front Porch Forum regarding a Select Board member. He said he wants the meetings to be a safe place for anyone to ask any questions and hopes any repercussions from posts will not stop the Board from debating and questioning things. Merrily added anyone is invited to attend Select Board meetings and be part of the discussion.

There were no changes to the agenda and no public comment. There will be executive session as noted in the agenda at the end of the meeting.

Consider Approving FY 19 Cemetery Reserve Funds – Insurance Proceeds for Damage Repairs

Renae explained the funds from the claim for damages at the cemetery need to be put in the reserve funds. When the work is completed the funds will be released to pay the expenses.

Tom moved to approve putting the money received from insurance for damage to the cemetery in the Cemetery Reserve FY 19 fund. Second by Merrily and approved with 4 yes votes.

Consider Approving Revolving Loan Fund Application #2

Andrew Frost and Will Eggleston of the Revolving Loan Fund Committee presented the Board with an application for Shrubby, LLC. The amount of the loan is \$50,000 and the purpose is to be working capital for R&D for new Shrubby Blends. Matt Sayre, founder of Shrubby LLC, shared his business plan with the Board.

Tom moved to approve the Revolving Loan Fund application #2 for \$50,000 by Shrubby LLC. Second by Merrily and approved with 4 yes votes.

Review Draft Winter Sidewalk Maintenance Policy

Joy followed up with some other communities and found that not many have written policies on sidewalk clearing. Renae is working on scheduling a meeting with Homeowner Association representatives, Tom Ayer and Bart Sherman to discuss the challenges of winter maintenance in the developments.

Discuss Zoning Regulation Revision – Public Open Spaces

The Board reviewed the proposed revisions and had some language changes they would like to see made as well as a definition for the fund connected with the contribution alternative.

Changes will be to; Features/Amenities to make it clear not everything on the list is required. Merrily like Alex's statement of robust improvements. Alex will include that language. For the Off-site Allowance make it possible to be a partnership with the Town and easier to work with another property owner. To clearly define the fund connected to the Contribution Alternative.

Alex will make the suggested changes and both the Zoning Regulation Revision and Official Town Map will be included for discussion at the Public Hearing on December 4.

Review Draft FY 21 Capital Budget and FY 21 - FY 25 Capital Improvement Plan and Narrative

Capital transfers from the general fund for FY 21 for the different departments were reviewed. Renae said with interest rate changes we need to continue to look at saving ahead for anticipated expenditures.

Reviewed the debt service chart.

Reviewed the Capital Improvement Plan. There was discussion on paving and if it is better to pave more than planned when we get a good price or pave only what was planned and save some funds for future paving. Renae explained how the State paving grant funds work and that any leftover planned for paving cannot go into the general fund and grant funds are not meant to replace town money. Merrily said the cost of paving might be more the next year so could offset possible savings. Alex mentioned possible improvements to allow more non-vehicular use on the paved roads could be done if money is moved forward for future use. Renae said there are reserve funds for paving.

Phil said the same line of thinking applies to the Police vehicles, they should not be rotated out if it is possible to get another year of service, not just replace because that is what the rotation has been in the past

Lot 1 was discussed. Alex said the plan is continue with planning in the coming year by applying for a grant to help fund a charrette and invite the public to come and share their vision and then start with plantings or some other beginning piece.

Tom said what to do with lot 1 has been talked about for over 8 years, he does not see this as a huge project and would like to actually do something there instead of continuing to talk about it.

Technology – Jeff asked who is in charge of the technology budget. Alex explained it spans across a few departments. Jeff feels there are ways to be creative and will put together a plan and see what discounts the Town could receive as a municipality.

Consider Approving Contract Amendment #1 for Construction Inspection Services – Village North

There were unexpected costs due to issues that came up with the construction of the sidewalk resulting in an amendment to the contract adding an additional \$8,500.00 in costs.

Renae will be checking with the State to find out if this falls into the contingency amount. The substantial completion walk thru this Friday.

Tom moved to approve the Town Administrator to sign the contract amendment for Donald Hamlin Consulting Engineers contingent on available funds confirmed by the Town Administrator. Second by Merrily and approved with 5 yes votes.

Town Administrator Report

- Renae has been working on health insurance options and hosted a meeting where MVP made a presentation to staff of their coverage.
- Continued work on the capital budget, capital improvements as well as general budget.
- Meeting with Department heads for budgets.
- Meeting with PACIF to get update on active claims.
- Compiled list and photos for reporting of damage from the Halloween storm.
- Joy sent out correspondence regarding Town Report submission deadline.
- Joy is working with departments regarding OSHA policies.
- Income surveys have been sent to users of the wastewater system. Phil and Merrily who are on the system and received the survey noted that it would be good for an official message from the Town on the need to complete and return the survey.
- Renae will be meeting with Charlotte Rescue in connection with continued work on ambulance coverage options.
- Renae continues to work with CSWD and is waiting for the draft MOU from them.
- Union negotiations have begun.

Select Board Forum

Phil thanked Renae for her work with VTrans and successfully getting a crosswalk marked on Route 116 in front of the United Church.

Review Minutes from October 16, 2019

Aaron moved to approve the minutes from October 16, 2019 as amended. Second by Merrily and approved with 5 yes votes.

Phil asked if there was follow up to Tom's question in the minutes about the speed limit on the last portion of Richmond Road. Renae said she checked with the Police Chief who said the density on the lower part calls for the 35 mph limit and so entire road needs to be 35 mph. He went on to say he would recommend North Rd be lowered to 35 mph too.

Consider Approving Warrants

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

Consider a motion to enter executive session under the provisions of 1 V.S.A. § 313(a)(1)(a)(2) and (a)(3).

Phil moved to go into executive session as premature disclosure would put the Town at a disadvantage for discussion of contract negotiations and personnel issue. Meeting to include Renae and Joy attending. Second by Aaron and approved with 5 yes votes.

Phil moved to enter executive session under the provisions of 1 V.S.A. § 313(a)(1)(a)(2) and (a)(3). Second by Aaron and approved with 5 yes votes.

Tom moved to come out of executive session. Second by Merrily and approved with 5 yes votes.

Tom moved to adjourn. Second by Merrily and approved with 5 yes votes.

Respectfully submitted,
Valerie Spadaccini, Clerk of the Board



Selectboard Meeting Sign-in Sheet November 6, 2019

1. Will Eggleston

14. _____

2. Andrew Frost

15. _____

3. Matt Sayre

16. _____

4. Alex Weinhagen

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