



Select Board

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

Meeting Minutes – February 5, 2020

- Approved 2/19/20 -

Attending the Meeting: Tom Ayer, Merrily Lovell, Jeff French, Phil Pouech (via phone), Renae Marshall, Joy Dubin Grossman, and attached list.

Meeting called to order at 7:00 p.m. by Tom as acting Chair.

Additions/Deletions to the Agenda

Renae advised Sgt. Casco is requesting time to speak about a COPS grant. This will be added after committee / board appointments.

There was no public comment.

Official Map and Zoning Regulations Revisions Public Hearing

Tom opened the Public Hearing.

Alex said there are two regulatory changes the Planning Commission sent to the Board. One is the Official Map revisions. The other is a zoning regulation revision which defines the type of public open space required of large developments in the Village growth area.

Items of concern raised by Board members at the December 4 meeting were not included in these official map and zoning regulation revisions but were discussed by the Planning Commission (PC).

The question regarding limiting the size of a commercial development to 20,000 sq. ft. is planned for discussion by the PC in their current project to update architectural and streetscape design standards. The concern with development in a flood hazard area, Patrick Brook, was also discussed by the PC and they feel it is acceptable to leave as it is. They feel with proper engineering, development can happen without risk. Noted was that a second road is an important piece to growth in the Village.

Jeff asked if either of the two projects now going through DRB review are in this area of concern. Alex said Haystack Crossing is out of the area. The Hinesburg Center II project is in the area and has been engineered for flood hazard impacts.

Jeff thanked the PC that in taking community facility #34 off the official map, and he thanked them that

they are looking to add an area designated for community facility in another area.
Tom closed the Public Hearing.

Phil moved to adopt the Official Map revisions and Zoning Regulation revisions as presented. Second by Merrily and approved with 4 yes votes.

Discuss Planning and Zoning Fee Refund Policy Recommendation

Alex noted requests for refunds are a rare occurrence and in the past have been dealt with on a case-by-case basis. The refund policy is so there is a standardized regulation.

Alex reviewed the proposed refunds that would be approved in different situations.

Tom asked how the refund of a zoning permit might affect water and wastewater allocation. Alex said the applicant has the allocation and state wastewater permit before they can receive a zoning permit. Whatever refund they might want to request for the allocation is separate from zoning. Tom asked if they would be holding allocation, which would limit other requests. Alex noted allocation approval is good for three years. Alex suggested looking at this question as if affects allocation.

Phil moved to approve the Refund of Fees for the Planning and Zoning Fee Schedule as drafted. Second by Merrily and approved with 4 yes votes.

Board/Committee/Commission Interviews

Renaë said there are two applicants for the Development Review Board (DRB) Alternate position. She has advised both applicants that there is also an open seat on the Planning Commission (PC).

Denver Wilson was present to discuss his application for a position on the DRB as an alternate. Denver has lived in Hinesburg for three years and is looking to contribute to the process of development standards.

Jeff noted the fact that there can be “gray areas” and asked Denver how he felt about the need to make a decision on a project that people are passionate about. Denver said he has experience in situations like that from his management position at work and is able to remove emotion and see the facts.

Merrily asked if he has attended DRB meetings. Denver said he has not but has read minutes of meetings.

Denver asked about the role of the Planning Commission and responsibilities of members. Alex said it has the same commitment as far as meetings and review of information. The PC works on regulations and vision.

Tom asked Denver if he is interested in either or just the DRB. Denver said either position.

Brandon Martin is also looking to serve in the position of DRB Alternate. Tom asked Brandon is he is interested in either or just the DRB. Brandon said the meeting night for the PC does not work for him. Brandon is looking to give back to the community and has lived in Hinesburg for three years. Brandon feels he would be a good fit for the DRB. He is a civil engineer and familiar with reviewing projects.

Phil moved to appoint Brandon Martin for a position as Alternate to the DRB for a term expiring 1/01/2022. Second by Merrily and approved with 4 yes votes.

Phil moved to appoint Denver Wilson to the open seat on the Planning Commission for a term to expire on 1/01/2024. Second by Jeff and approved with 4 yes votes.

Discussion to Consider Applying for a COPS Grant

Sgt. Casco said the Town has the opportunity to apply for a COPS Grant. The last grant the Town had in this program was in 2010. The funding is to pay for 75% of the base pay and benefits for a new officer for three years and the Town must keep the position for 12 months beyond that. The grant total is only up to \$125,000 total so for Hinesburg it would be closer to 50% of the cost for the officer.

Jeff asked about the current staffing. Caleb said not counting part time they are fully staffed currently for full time positions.

Phil asked what the Town would have to pay above the grant. Caleb said it depends on the level of the person hired.

Phil asked about the opportunity to hire an officer who is also an AEMT. Caleb said there might be problems hiring someone through a police grant and then push them toward ambulance/medical work. Phil said he meant just to have the wider skill base not be directed to medical work.

Merrily asked if there is a plan next year to hire a new officer. Caleb said nothing is in the budget to do that. Merrily said we would then be paying above the grant for something we did not plan to have.

Phil asked about timing. Caleb said the grant must be submitted by March 11. He is not sure when it is awarded but likely after July.

Tom asked if this would be to replace the part time officers. Caleb said no, it would be an additional officer.

The Board agreed to put this on the agenda for the next meeting to allow for more input.

Phil asked for a better picture of true costs at the next meeting.

Question/Answer Session for Residents Regarding the FY 21 Proposed Municipal Budget

Alex said Bill Moeller contacted him with a question about the intersection at Route 116 and Charlotte Road. Work on that intersection was a part of the Hannaford project conditions which is no longer viable. Bill is asking if the Town now thinking of doing the work to improve the intersection. Renae said it is not in the budget.

Phil and the Board recognized the work of Renae through the entire process.

Consider Approving the 2020 Certificate of Highway Mileage

Tom moved to approve the 2020 Certificate of Highway Mileage as presented. Second by Phil and approved with 4 yes votes.

Town Administrator Report

- Renae said she has finalized a new three-year union contract.
- She will be submitting the final documents for the Town Report to the printer soon.
- Waiting for final documents to accept the Village North Sidewalk.
- Continuing work to look for possible funding sources for the wastewater upgrade.
- The next meeting will include discussion on the COPS grant.
- More interviews for Boards and Committees.
- Colleen MacKinnon will present the School District Budget.
- Session 2 for discussion of the Municipal Budget.
- Review of impact fee ordinance.

Selectboard Forum/Correspondence Received

Tom asked Renae if there is an update on CSWD. Renae said the opening date is a moving target and we are now looking at spring.

Merrily reported on a Clean Water Advisory Committee meeting. There were two big topics she felt Hinesburg needs to watch. One is the municipal roads erosion inventory. Merrily asked Renae and Mike to let her know if they have concerns about the new process they would like her to bring back to the Committee. The second is regarding the water basins around the State with which Hinesburg is connected. The State will have a clean water service provider. The CCRPC will likely be the provider. The provider will implement the grant programs. There will be a council (Basin Water Quality Council) that will oversee the provider made up of the municipalities and organizations involved. Merrily said it will either be a minimum of 9 members or only 9, it was not clear. She plans to attend the next meeting to find out what the next steps will be.

Jeff asked the question, should Board members remain neutral regarding candidates running for Select Board positions. Phil said if, as an individual, you want to recommend a candidate that is fine, but keep it personal and not speak as the Select Board. Tom also noted when it is a position where no

incumbent is running and it is two new individuals to support one over the other is fine.

Phil addressed the March meeting and it was agreed to just have one meeting on the 18th.

Review Minutes from January 29, 2020

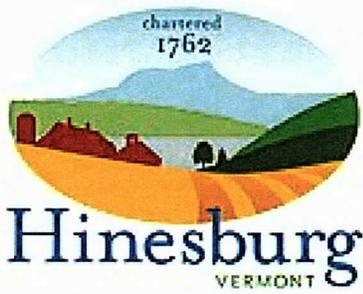
Tom moved to approve the minutes from January 29, 2020 as amended. Second by Merrily and approved with 4 yes votes.

Consider Approving Warrants

Phil moved to approve the warrants, including payroll, as submitted by the Town Treasurer. Second by Tom and approved with 4 yes votes.

Merrily moved to adjourn at 9:48 p.m., second by Phil and approved with 4 yes votes.

Respectfully submitted,
Valerie Spadaccini, Clerk of the Board



Selectboard Meeting Sign-in Sheet February 5, 2020

1. Alex Wenhagen

14. _____

2. Mary Jo Brace

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3. Dennis Wilson

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4. Brandy Martin

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