



Select Board

Town of Hinesburg
10632 Route 116 Hinesburg VT 05461
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Meeting Minutes – April 15, 2020

- Draft -

Attending the Meeting: Phil Pouech, Jeff French, Mike Loner, Jeff Tobrocke, Renae Marshall, Joy Dubin Grossman, Andrea Morgante, Al Barber (Fire Chief), Alex Weinhagen, Mitch Cypes, Mike Anthony, Liam Benshemer, Mike Webb

Meeting called to order at 7:02 p.m. via online Zoom meeting with everyone attending remotely.

Phil noted Merrily was not able to attend due to a death in her family.

Additions/Deletions and Public Comment

There were no changes to the agenda and no public comment.

Updates on COVID 19 Response Efforts

Chief Al Barber said things are still stable and they have plenty of equipment. Calls have been relatively quiet. Al explained the safety measures being taken when responding to calls.

Renae said the food delivery protocols for those needing shopping done for them are in place and the program is working efficiently.

Update from St Michael's Rescue Regarding Contract Extension

The Town has received a formal proposal from St. Mike's to cover ambulance service through November. Phil suggests the Town contact Richmond and Charlotte for new proposals from them. Phil said proposals will not be made public at this time as it could be a contract negotiation issue.

Discuss Revolving Loan Fund and How to Support Local Businesses

Renae said she has been in touch with the Community Development Block Grant Fund (CDBGF) and is hoping for more clarity by the next meeting on how the grant fund can be utilized. Other ways to support businesses are being explored. Renae will be working with the Revolving Loan Fund Committee to set up criteria for help through that source.

Consider Request to Temporarily Suspend Second Quarter Water/Wastewater Allocation Holding Fee

BlackRock Development has said they are being held up with their project in the DRB process and are currently paying about \$15,000 a quarter holding fee for water and wastewater allocation. Relief of the fees has been requested.

Renaë said she has spoken with Mitch and Alex who are working on continuing to move things forward.

Mitch said he has been in contact with BlackRock and the DRB chair about how to continue with the application.

Renaë said there is no action needed at this time as progress is being made.

Andrea asked what the focus of the next DRB meeting will be, for the conditional use or preliminary plat review. Mitch said the development in the stream setback is part of the application and needs to be legally warned. Alex said the meeting is a continuation of the preliminary plat review and an opening of conditional use.

Consider Waiving Late Fees for Dog Licenses for 2020

Mike moved to waive the late fees for dog licenses for 2020, second by Jeff T and approved with 4 yes votes.

Review and Discuss Revised Draft RFP for Town and Community Solar PV Projects

Mike Webb, of the Energy Committee, said they have put some posts on FPF about the project and seeking feedback. They have had about 10 responses so far and plan to continue to post information.

The proposal has changed to remove the new ball field area site, the July 1 target date has been de-emphasized as a goal. They have pushed out the due date of RFP and spoke to a few potential bidders regarding their ability to respond to an RFP at this time. Those contacted said they could respond in a virtual manner.

Mike L asked if the Select Board can get a list of the comments and responses received.

Phil suggested to have all the information on the project put on the Town website.

Phil suggested to the Board that they keep this as a proposal for consideration and give the public more time to digest this and give feedback. Also to allow time for the committee to fine tune the project.

Action Item – for the Board to take this up at the next meeting.

Review and Discuss Revised Draft Purchasing/Procurement Policy

Renae completed the missing information in the policy and had Missy and the Town accountant review the dollar amounts. Jeff F suggested the amounts in the chart be written in a uniform manner.

Mike moved to approve the Purchasing Policy for the Town of Hinesburg as presented recognizing Jeff's revisions to the chart. Second by Jeff T and approved with 4 yes votes.

Town Administrator Report

- Renae said she has been focusing on supporting residents and businesses at this time.
- She has been working with department heads of essential services on any adjustments to keep staff and the community safe. Also communicating with department heads regarding limiting spending to essentials.
- The CCRPC has put together a COVID-19 Community Guide that can be sent to residents as a resource.
- Outreach to legislators regarding advocating for initiatives to support municipalities in various ways during changes due to COVID-19.

Select Board Forum / Correspondence Received

Jeff T said the Hinesburg Food Shelf has received over \$20,000 in donations since February and are seeing increased need.

Phil said the Town website is a good source of information and he is proud of the Town and how everyone has come together.

Review Minutes from April 1, 2020

Phil moved to approve the minutes from April 1, 2020 as amended. Second by Mike and approved with 3 votes. Jeff F abstained.

Consider Approving Warrants

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

Phil moved to adjourn at 8:25 p.m., second by Mike and approved with 4 yes votes.

Respectfully submitted,
Valerie Spadaccini, Clerk of the Board