



Select Board

Town of Hinesburg
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Meeting Minutes – June 24, 2020

- Draft -

Attending the Meeting: Phil Pouech, Merrily Lovell, Jeff French, Mike Lovell, Jeff Tobrocke, Renae Marshall, Joy Dubin Grossman, Al Barber, Aaron Kimball, Kate Kelly, Val Spadaccini

Meeting called to order at 7:03 p.m. via Zoom remote meeting platform.

Additions / Deletions / Public Comment

Renae has added to consider approving the minutes from Town Meeting.

Consider a Motion to Enter Executive Session Under Provisions of 1 V.S.A. § 313(a)(1)(a)(2)&(a)(3)

Phil moved that executive session is appropriate to review and discuss the three RFP's received for Ambulance Transport Service and public discussion of these could put the Town at a disadvantage. Second by Merrily and approved with 5 yes votes.

Merrily moved to go into executive session including Renae, Joy and Al under the provisions of 1 V.S. 313(a)(1)(a)(2)&(a)(3). Second by Mike and approved with 5 yes votes.

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

Town Administrator Report

Renae announced the "Home Float" idea the Rec Commission is encouraging. Residents can decorate their yards and have floats that would have been in the parade in their yards. Sponsors of the concerts in the park (which have been cancelled) donated to the Rec Commission so they could purchase gift cards from local businesses for prizes.

- Round 2 grant agreements are being signed and checks issues this week
- Tom Boivin is retiring after 30 years of service to Hinesburg
- Continuing budget review for FY 21

- Work on the new phone system continues
- The floodplain restoration was the last item for the highway garage project. The project finished under budget. The Board will consider use of those funds. The funds can be used on a project related to the garage. Another possibility is to create a sinking fund to use to pay principal only on the bond. Phil said this is a good opportunity to reduce the budget, he also asked what would be needed to install solar on the garage. Merrily said she likes that idea.
- Continuing to look at possible funding options for the wastewater upgrade.

Select Board Forum / Correspondence Received

Phil said he contacted Police Chief Anthony Cambridge about responding to the letter Phil received noting it had also been sent to Anthony. Anthony said he did not receive the letter.

Phil noted he has received two pieces of correspondence regarding the need for dust control on the dirt roads. Phil said the problem is the weather. They are applying calcium chloride using a tanker truck to wet the road and follow with the chloride application but that does not last very long. They will, as a result, be over budget on calcium chloride this year. Jeff T addressed the health concerns of breathing the dust. Enforcing overweight trucks on the roads as well as a suggested lower speed limit were discussed. The Board will ask Mike Anthony and Chief Cambridge to come speak to the Board about the issue.

Renaë reminded Board members to visit the different Town departments.

Updates on COVID 19 Response Efforts

Fire Chief Al Barber said they are not having any COVID related problems.

Consider Awarding Bid for Emergency Ambulance Transport Service for July 1, 2020 – June 30, 2021

Three RFP's were received. Charlotte and Richmond submitted for combined coverage for the Town and also one from St. Mike's.

Mike moved to award the bid for emergency ambulance transport service for July 1, 2020 to June 30, 2021 to St. Mike's for \$12,000. Second by Jeff F. Phil said the services were equal for each and the Board felt each could provide the necessary service. In the end it came down to cost. This is a one-year contract. If, in November, the Town votes to have our own service, we will do that. If we need to contract out again he hopes it would be for 5 years.

Val Spadaccini asked about the informational meetings that were planned by the Fire Department. In light of no in person group meetings how will we address getting all the information out and answer the concerns and questions residents have. Al said he is working on a business plan for the service and will probably have to do mailers and any other ways (Zoom meetings) to get the information out.

Phil said the challenge for the Board is to work with AI on a budget showing capital costs and operating costs.

Merrily asked AI if he has found a consultant for the business plan yet. AI said he is still searching.

Motion voted and approved with 5 yes votes.

Discussion and Next Steps for Creating a Community Advisory Group

Jeff T said he and Mike met to discuss the next steps to take. He said they will need support from people who are well versed in diversity training and implicit bias training to develop a system to take action. Jeff T added the Advisory Group should be people who have actually done this kind of work not just volunteers so they can advise on facts.

Jeff F asked if the vision in talking to these groups is to create a plan for training throughout Town departments. Jeff T responded that all agencies would do the work and can start with the Select Board.

Phil asked Renae to see what funds are available for training and if needed perhaps the Board can approve a bit more. Phil also said it would be helpful for him if he can see an example of a town or similar committee that might have a website noting some of the activities they are doing. Mike said he can research that. Phil asked for something in writing to indicate what it would look like and who it would include.

Joy suggested reading books as a launching pad for conversations on the topics.

Jeff T said there is curriculum being used by universities we can look at.

Update and Next Steps for Website Upgrade

Aaron (town webmaster) said they are working with a company and have a process in place. For anyone interested he can arrange a demo.

Phil asked if there are examples of websites the company has created for other towns and how would Aaron engage the Town such as Renae and team members in this process.

Aaron said the company is Civic Plus, Colchester and Shelburne are examples of their work. Aaron said he will be working with Renae and or Joy and would invite those who want to be part of the process. Jeff F said he is willing to be back up for Aaron.

Consider Approving Revised Conservation Commission Bylaws

Kate Kelly said the CC revised their bylaws at their May meeting. Kate explained the CC has struggled to have a nine-member commission which makes conducting business difficult. One change they are

looking to make is to lower the number to seven members. Other updates included how to properly warn meetings, when they would hold their annual election and other things that were outdated. Kate noted also to go along with membership change is a change in the number to approve any bylaw changes.

As the Select Board is the governing body that originally created the commission, it is the Board's responsibility to approve the change.

Jeff F asked about the statement that the chairperson shall provide over all meetings. He suggested to have chairperson or designee for flexibility.

Mike asked about Renae's note that four-year terms are mandated by the State. Renae said they can be staggered. Mike also said it was confusing as to the Commission approving changes and the fact that the Select Board needs to approve.

Phil suggested to make the suggested changes and allow time for public input and have this on the agenda for the next meeting.

Consider Approving Chittenden Solid Waste District's (CSWD) FY 21 Budget

Mike moved to approve the FY21 Chittenden Solid Waste District budget as presented. Second by Merrily and approved with 5 yes votes.

Review Minutes from June 17, 2020 and Town Meeting Minutes

Phil moved to approve the minutes from June 17, 2020 as submitted, second by Jeff F and approved with 5 yes votes.

Renae will check with VLCT regarding voting and requirement for a quorum. Jeff F was not physically present but viewed the meeting on line afterward. There were a few corrections noted and Renae will give those to Missy.

Consider Approving Warrants

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

Jeff F moved to adjourn at 8:48 p.m., second by Mike and approved with 5 yes votes.

Respectfully Submitted,
Valerie Spadaccini, Clerk of the Board