



Select Board

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

Meeting Minutes – September 16, 2020

- Draft -

Attending the Meeting: Phil Pouech, Merrily Lovell, Jeff French, Mike Loner, Jeff Tobrocke, Renae Marshall, Joy Dubin Grossman, Natacha, Jeff Forward, Andrea Morgante, Erik Bailey, Joan Holloway, Missy Ross, Alexander Goss, Maggie Gordon, Anthony Cambridge, Eric S, Barb Lyman, John Keating, Katie Charbonneau, Patrice Machavern, Lyn Porter, Elizabeth Deutsch

Meeting called to order at 6:36 p.m. via Zoom remote meeting platform.

There were no changes to the agenda or public comment.

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

Phil moved that it is appropriate for the Board to go into executive session for personnel discussion and include Renae. Second by Merrily. Motion approved with 5 yes votes.

Phil moved to go into executive session under Provisions of 1 V.S.A. § 313(a)(1)&(a)(3). Second by Merrily. Motion approved with 5 yes votes.

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

Town Administrator Report

Renae is working with the Clerk's Office on finalizing close out of FY 20 in preparation for the auditors to begin their work.

Renae expects to hear by the end of the week if we were approved for the COVID related expenses municipal grant.

Select Board Forum / Correspondence Received

Merrily said she received an email from John Sherman asking why with a lot of residents out of work is the Town even thinking of these added expenses. (referring to the ballot items)

Phil said the Select Board will formally make the Fire Department a Town Department. The Fireman's Association can continue on their own, as this is not a conflict of interest.

Phil said a number of sites for solar are being investigated

Merrily said Cathy Ryan asked if someone could read her letter regarding the ambulance proposal at the meeting and said she did not see any response. Renae said she did reply to Cathy and said the Board would talk about who would read the letter. Phil said he is not comfortable reading someone else's letter. The letter is in the Board's packet.

Review Lease and Net Metering Agreements for Solar Projects

Renae said the attorneys have drafts of the lease agreement and net metering agreement and she just received some feedback on that.

Jeff Forward said they have been making steady progress on the projects. The Town Garage is a go. Jeff was able to get a quick look at the comments from the Town's lawyers before the meeting and said it does not look like there is anything that will hold up the project. There are some issues with the Firehouse building as the roof structure is not up to code. There would be additional cost for the engineering analysis and additional structural reinforcement to the roof. Vermont Independent Energy would be willing to split the cost of this up to \$6,000 (\$3,000 each Town and VIE).

They looked at the water treatment building and while structurally good it is a small building. If the Board wants to move forward with this VIE would file for the CPG.

Jeff Forward advised the Library trustees are interested in solar and they would be willing to move ahead on that too.

The two decisions needed tonight are; do we move ahead with the Firehouse / and to authorize Renae to finalize the agreement and follow through with the 30-day public notice requirement.

Jeff French asked about including the water treatment building. Is there a cost issue that would not make it worthwhile being the building is small? Jeff Forward replied there are fixed development costs regardless of the size, a small array would result in smaller revenue. VIE would consider it part of the project package if the Town is interested. Phil encouraged the Town to include the water treatment building.

Andrea Morgante said she understands the new wastewater treatment system will have a much smaller footprint. Are we just considering roof or are we also looking at ground mounted systems and if so, could this go along the edges of the existing lagoons or parallel with the road? Jeff Forward advised the proposal they submitted was for buildings. He understands there was another proposal accepted by the Town from Encore Renewables for ground mounted system near the wastewater treatment facility. This will take more time to permit, design and develop. Renae said due to the class 2 wetlands that project is not possible. The company is looking at other Town property.

Phil moved to authorize Renae, Town Administrator, to move forward with the necessary agreements including the public notice requirements. Mike second.

Merrily asked what the decision is on the Firehouse. Phil said if the Town intended to keep the building for a long time it might be worth moving forward but we do not know the future of the building. Merrily agreed.

Motion voted and approved with 5 yes votes.

Consider Approving Capital Reserves as of June 30, 2020

Missy and Joan reviewed the reserves with the Board. Joan also noted the non-capital reserves for review.

Phil moved to approve the Capital Reserves as of June 30, 2020 as presented. Jeff T second and approved with 5 yes votes.

Public Informational Session on Wastewater Upgrade November 2020 Bond Vote

Jeff F reviewed the informational flyer and found it not to be very convincing. He feels there is a lot of data but nothing indicating the State is requiring this.

Renae said she and Wayne talked about the fact that this is mandated and Wayne sent an invitation to the State to attend the Official Public Hearing to address the mandate.

Mike agrees to include information that this is a State mandated permit.

Merrily said it is complicated but feels it is explained well.

Jeff T said the flyer is informative. He agrees with what Jeff F and Mike were referring to and that it needs get to the point, consider making it shorter and perhaps include a link to complete information. Phil said when he first saw it, he was surprised it contained so much information, he thought it would have been simplified. He said Wayne has the experience and wants to put forward information for a positive vote. Maybe we should have two mailers, one to be just bullet points.

Maggie Gordon said in terms of transparency she feels it is important to have all the information available. She added it seems like a FPF, Citizen and Hinesburg Record campaign to bring attention to this before the mailing is a good idea.

Andrea agrees all the information is really important. She suggests where it refers to the Lake Champlain TMDL to spell out Total Maximum Daily Load. There is not enough background information for people to make sense of the permit. She also noted it does not address the long-term operation and maintenance, and the fact that we need to hire another person to operate the facility. Also, it does

not say it will be paid for by the users, which is often time the most asked question of voters. Perhaps stronger language to indicate we have no choice and have to do this.

Phil suggested Renae give the comments to Wayne. Phil would be happy to join in on a conference call to also talk about timing on getting information to people.

Andrea referred to the letter Merrily mentioned talking about people being out of work. She asked if we have statistics on unemployment in Hinesburg and what the economic capacity of people in Hinesburg is. Renae said in working on some of the grant funding she has had to find that information. Based on the data Hinesburg is better than surrounding areas.

Public Informational Session on November 2020 Ballot Question: “Shall the Town of Hinesburg Establish and Manage an Ambulance Transport Service

The Board reviewed the latest revised budget.

Eric said they received new information from St. Mike’s that broke down the numbers for Hinesburg and St. George and Patrice has re-worked the billing revenue accordingly.

Eric said the power lift system will be included as an add on to the donated ambulance.

Mike asked if the donation is a formal pledge to the Town. Mike said he believes once something is pledged to the Town it has to go on the books as a pledge. Eric said this has been pledged by the donor for two years and the Town has been assured by the donor the pledge is still valid.

Jeff F asked if the staff stipend is just for EMS or for police as well. Eric said just the EMS personnel. Jeff F asked what would \$0.02 add to the property tax? Phil said that would be good information to have at the informational meeting.

Phil brought up the patient billing revenue from St. George. The Town has an agreement with St. George for fire and police services. The fire contract is directly related to the Fire Department. If ambulance service is provided, we will need to negotiate a contract to include that. Mike asked if Hinesburg gets an ambulance, has St. George committed to using that service? Renae there is no official agreement.

Phil asked Eric about setting up zoom meetings for the informational meetings they are holding. Eric said they did that today and will get the information out.

The Board reviewed the proposed mailer.

In order to present the vote in an unbiased way several changes were made to the flyer. Jeff T suggested to include the number of calls and number of transports. Phil said Renae will submit the revised mailer for legal review.

Lyn Porter suggested under the badge might be the place to include the accomplishments of the department.

Phil said to consider this the budget estimate and if during the informational meetings or we somehow get other information it can be adjusted.

Consider Approving Voting Delegate for VLCT 2020 Annual Meeting

Phil moved to appoint Renae as the voting delegate from Hinesburg for the VLCT 2020 Annual Meeting. Second by Merrily and approved with 5 yes votes.

Review FY 22 Budget Planning Timeline & Select Board Budget Priorities

The Board reviewed the draft timeline. Renae asked for priorities Board members would like her to pass on to department heads, boards and committees.

Phil said to have department heads look at what they can hold off on or delay. He feels it is important to put money aside for sidewalk repairs to maintain them.

Review FY 22 Select Board Adopt a Department List

The Board reviewed the list Renae prepared. Mike asked if Jeff T would be willing to take the Town Forrest Committee in exchange for the Affordable Housing Committee. Jeff T agreed. Jeff F said he would like to be involved with Technology along with Jeff T.

Review Minutes from September 9, 2020 Meeting

Phil moved to approve the minutes from September 9, 2020 as amended. Second by Merrily and approved with 5 yes votes.

Consider Approving Warrants

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

Phil moved to adjourn at 10:11 p.m., second by Merrily and approved with 5 yes votes.

Respectfully submitted,
Valerie Spadaccini, Clerk of the Board