



## Select Board

Town of Hinesburg  
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### Meeting Minutes – December 9, 2020

- Draft -

**Attending the Meeting:** Phil Pouech, Merrily Lovell, Jeff French, Mike Loner, Joy Dubin Grossman, Dawn Francis, Jeff Forward, Chris Granda, Benjamin Marks, Garin Frost, Erik Bailey, Beth Royer, Carl Bohlen, Paul Lamberson, Melissa Levy

Meeting called to order at 6:30 p.m. via zoom

#### Additions / Deletions and Public Comment

Joy has had not heard from the Village Steering Committee so they will be removed from budget review.

Jeff Forward said their original proposal for solar did not consider the Police Station building as the roof is a west facing structure not south as well as the impending deadline with the Public Utilities Commission for the net metering rate. He is asking if the Town would be interested in considering a proposal from them for solar on the Police Station. There are two factors that they looked at which they feel would make the project doable. One is the Public Utilities Commission new date of February 1 for the new net metering rate. The second is he looked at the Energy Futures building which has east/west facing solar. He spoke with the owner and found out the production, while lower than south facing, is not bad. Jeff is asking the Board if they are interested in considering the Police Station building and if so, he will write up a proposal for the Board to review at their next meeting. Phil said there is a concern that the original proposal was bid on by several companies and he is not sure if that might be a problem. He suggested Jeff Forward run the proposal by the Energy Committee and then come to the Board. All Board members were in agreement to consider the proposal.

Benjamin Marks, of Acorn Energy Co-op, was present concerning the solar project they are doing at the Town landfill. He addressed the lease option agreement document. They need that signed by the Town to start the system impact study with VEC. He has heard there are concerns about the ANR process in terms of landfill closure. If they wait for the letter from ANR they will lose the time needed to do the electrical study. Benjamin is asking the Town to understand the time constraints and to authorize the Town's signing of the option document so Acorn can move forward. Phil advised the Board has given the interim Town Administrator the authority to sign the agreement. Phil said he and Joy can meet in the next day or two and get back to Ben with any concerns they may have. Joy agreed that she and Phil

should discuss the issue of post closure. Phil asked about the legal review of the lease. Joy said it was looked at but it was prior to the State asking the Town to do a post closure.

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

Phil said executive session is appropriate to discuss a personnel issue and public disclosure could put the Town at a disadvantage and disclose personal information.

Phil moved to go into executive session including Joy and Dawn Francis to discuss a personnel issue. Second by Mike and approved with 5 yes votes.

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

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

### **Town Administrator Report**

- Joy was happy to announce that it looks like Brian Gladstone will be taking on the job of winter sidewalk maintainer.
- The Observatory Road post closure permit will need to be satisfied. The Town is waiting for a letter from ANR. (see discussion with Ben Marks during public comment earlier in the meeting)
- Information was added to the Town website to help inform voters of budget timelines and items being voted on.
- The State Revolving Loan Fund application is in process. The Board will hear from Wayne Elliott at the next meeting.
- Joy reminded all the parking ban is now in effect.

### **Select Board Forum / Correspondence Received**

Phil said he continues to work on the landfill closure and work to have the Fire Department become an official Town Department.

### **Discussion of Frost Beer Works Allocation Application**

Phil said the Town had a legal review of the proposed Escrow Agreement and it looks fine.

Garin Frost addressed the project and pre-treatment process they will be doing.

Erik Bailey said he thinks this is a good idea.

Phil noted the Board usually does not take action at the same meeting as something is introduced but he feels due to some timing concerns he is comfortable with this allocation being approved.

Joy read a note from Brian Monaghan, Hinesburg legal counsel, that the Board might want to wait to approve the escrow agreement as there have been some changes made to the agreement that have not been finalized. Phil said his thought is the Board could approve the interim Town Administrator to approve the agreement once it is finalized.

Maggie asked Garin if he has seen the edits and is ok with them. Garin said he has not seen them but is comfortable allowing the attorneys to work through the details.

Jeff added that last year the allocation committee created a point scoring system for allocation. This project falls right into what the Town wants to encourage.

Merrily and Mike were also in favor of acting on this tonight.

Phil moved to approve the allocation request from Catamount-Malone/ Hinesburg, LLC. / Garin Frost ( Frost Beer Works) for water in the amount of 8,500 gpd and wastewater in the amount of 8,500 gpd. Second by Mike and approved with 5 yes votes.

Phil moved to authorize the interim Town Administrator to finalize the escrow agreement between Frost and the Town and to put those fees into escrow. Second by Maggie and approved with 5 yes votes.

## **FY 22 General Budget Review – Expenditures and Revenue**

- **Buildings and Facilities** – Erik reviewed the budget with the Board. Some highlighted items were lowered amount for fixtures, vehicle fuel increased to actual usage due to better tracking, equipment repair and maintenance increased due to aging equipment.
- **Carpenter-Carse Library** – Reviewed by Beth and Paul. Wages increased slightly to be on par with other area libraries. Rental income is increased as they will have a new renter as of January 1<sup>st</sup>.
- **Technology** – Joy reviewed with the Board. The website operations in the amount of \$2,250 is a new line item for the contract with CivicPlus. Everything else is level funded. Joy is going to look into the cost of phone/fax/internet to see if she can get that lower. \$2,500 in capital transfer is being set aside for upgrading the server when needed. Jeff French offered to help out with possible consolidation ideas to save money.
- **Affordable Housing** – Carl reviewed their proposal. He said they did not use the funds from the current budget for an assessment of the property owned by the Baptist Church as they concluded the property would not work for affordable housing. They are level funded at the

\$1,000 amount. They plan to use the funds in the current budget and the FY22 budget to promote accessory apartments with a video. Maggie asked if the video would be on the Town website. Carl said that is the plan.

- **Economic Development** – Mellissa said they will be level funded. Their focus will be on marketing Hinesburg and local businesses.
- **Village Steering** – Maggie said she thinks it is usually \$500 and is dispersed by Alex through the PC budget.

Joy said Pat Mainer wanted to share how the Town Forest Committee is funded from logging work in the forest. Phil said Pat could write something for the Board if she is not available to attend the next meeting.

Maggie said she reached out to Chris Conant regarding the LIA budget. He did not get back to Maggie but sent a narrative on the budget to Joy. Mike said Chris indicated he had a spreadsheet but the Board has not yet seen it. Joy will reach out to Chris for this information.

### **Review Minutes from December 2, 2020**

Phil moved to approve the minutes as amended. Second by Merrily and approved with 4 yes votes and Jeff abstaining.

### **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.

Joy mentioned she had been contacted by Scooter MacMillan, reporter from the Citizen, with questions about the timeline with the Town moving to Australian Ballot this year. Phil said he had been asked about the process also. It was agreed that any questions about voting should be directed to the Town Clerk.

Merrily moved to adjourn at 9:05 p.m., second by Mike and approved with 5 yes votes.

Respectfully submitted,

Valerie Spadaccini, Clerk of the Board