



Annotated Agenda

November 5, 2012

****Special Note I: Reminder this Meeting Starts at 6:30pm****

****Special Note II: We will be using the Main Hall for the Selectboard meeting. That space will be used the following day for Election Day so it will be IMPORTANT for Selectboard members (and others) to help reassemble the room after the meeting. We will do this before going into Executive Session****

2) Public Safety Facility – Phase 4

Guests:

- (1) Ashar Nelson, Vermont Integrated Architecture
- (2) PSF Group: Mike Bissonette, Rocky, Chief Koss, Chief Barber, Alex, Joe
- (3) Members of the public expected

Enclosures:

- (1) Floor Plans
- (2) Elevations
- (3) Building Sections
- (4) Wall Sections
- (5) Site Plan
- (6) Master Plan: Lot 1
- (7) See: <http://www.hinesburg.org/public-safety-building-project/index.html> for all information to date

This evening's meeting is a continuation of a process developed and adopted by the Selectboard and Town staff to move methodically thru the process of carrying a large scale public works project from the conceptual stage to final plans to bond vote and, ultimately, to construction. It is understood that the project will only make it from conceptual plans to construction if a collaborative process is followed between the public safety departments, the Selectboard, and the public. We have teamed up with Vermont Integrated Architecture to develop the 5-phase program listed below:

- **Phase 1** – Visioning and Programming (completed): In this phase Town staff developed a Statement of Needs and Vision Statement
- **Phase 2** – Community Wide Design Charette (completed): In this phase the public was invited and encouraged to review and critique the Statement of Needs and Vision Statement and offer input and suggestions.
- **Phase 3** – Master Planning (Complete) Upon review of information gathered in Phase 1 and Phase 2, Phase 3 looks at the full build-out potential of three alternatives. Included are rudimentary site plans and square footage cost estimations.

- ****Phase 4** – Conceptual Design (In progress): Once a preferred alternative is selected, final design work will be complete. Site plans, 3D modeling, floor plan, and elevation drawings.
- **Phase 5** – Cost Estimates (Future): Independent cost estimator will develop a total project scope narrative and project cost to prepare for a bond vote.

On Monday evening, principal architect Ashar Nelson will present the designs to the Selectboard and public. These plans are a product of the collaborative work completed to date on the public safety facility. The designs show the ‘preferred’ alternative – the Public Safety Campus – that have been endorsed by the Selectboard as the best design option moving forward and from constant interaction between the architect, the police and fire chiefs, and the Public Safety Facility Committee; furthermore, a Lot 1 Master Plan will be shown that incorporates elements gleaned by the landscape architect from the October 17th public meeting and from the past work done by the Town and the Lot 1 Committee.

The Town Administrator will introduce this agenda item by giving a quick recap of the history of the project and the expectations for Monday’s meeting before turning the floor over to Ashar. It should be clear that the main purpose is to review the design work and how those designs relate to the program needs of the police and fire departments and how the building space will enhance the functionality of that space. It will be important for the Selectboard and public to focus on those items so the architect and chiefs of the public safety facilities can interact with the public and explain how certain design decisions were made. There is still time for revisions to be made with the designs before final cost estimates are developed as a result of the plans. The focus of the meeting is NOT to discuss costs or funding possibilities. That will be the focus of discussion at the next (and final) phase (Phase 5) of this project. It is anticipated that final cost estimates will be available by the end of November and at that time we will have another public meeting to discuss financing options and construction phasing options to complete this project with a reasonable budget.

No Official Action Anticipated

4. Affordable Housing Committee Update

Guests: (1) Rocky Martin, Chair
(2) Other Affordable Housing Committee members

Enclosures: (1) Committee Report (embedded below)
(2) See AFC link on Town website:
<http://www.hinesburg.org/ahc.html>

This agenda item is a continuation of the Selectboard’s desire to meet annually with all CBC’s.

The mission of the Hinesburg Affordable Housing Committee is to gather, generate and prioritize ideas and plans which will help to increase the availability of affordable housing in the Town, as well as to assess the quality and quantity of current affordable housing in the Town, and to bring these ideas and information forward in an advisory manner to the Selectboard, the Planning Commission, the Development Review Board and Town staff.

“Since our last update to you in April 2012, we have continued to follow planned housing developments with an eye on including Affordable Housing components. Housing Vermont and Cathedral Square were both interested in securing land for affordable housing in back of Kinney Drugs as part of future development. Ultimately they were unable to work out a successful plan with the developer. They will continue to watch further large developments in Hinesburg to see if a project is feasible. We met with

Tinker Palmer and Len Duffy about a future expansion of affordable elderly housing at Kelley's Field. We also are following the Norris proposal for housing across from Buck Hill Rd West.

Our biggest project has been a survey of possible energy improvements in mobile homes. Our group was approached by a representative from Efficiency Vermont to see if we would be interested in developing a proposal to apply for grant funding. We elected to work with Mountain View Mobile Home Park manager HFI; they were very interested in developing a pilot project. We also were fortunate to work with UVM faculty Dan Baker and Kelly Hamshaw and their students in Applied Economics and Community Development as this project progressed.

We decided to survey park residents before submitting a proposal for funding and held a meeting with a group of residents to determine their interest and what questions to ask on the survey. With the help of the UVM students the survey took place at the end of September; we were able to complete surveys with 27 of the possible 47 residents of the park. Just last Saturday we hosted an Energy Fair where local contractor Chuck Reiss demonstrated at two homes how a full energy audit complete with blower door testing is performed. We also completed 6 other "Mini-Evaluations"; not quite energy audits but an initial look at consumption and building construction. The next step in this project is to evaluate all the data and apply for a grant from Efficiency Vermont. While some folks surveyed would qualify for the free Weatherization Program, many are just a tad over the income guidelines."

5. FY2014 Budget Presentation

Guests: (1) Joe Colangelo
(2) Phil Pouech'

Enclosures:(1) FY2014 Presentation – Power Point
(2) FY2014 Presentation – Budget Proposal
(3) FY2014 Revenues
(4) FY2014 Expenditures
(5) FY2014 Capital Improvement Budget
(6) FY2014 Budget Summary
(7) FY2014 Budget Summary and Impact on Property Tax Payer

Budget Info will Be Available On-Line by the start of the meeting

The Town Administrator will present the FY2014 budget to the Selectboard (and public). Joe, Selectboard member Phil Pouech, and Special Projects Coordinator Renae Marshall have worked to get the FY2014 budget ready for Selectboard consideration over the last month.

This budget will be presented in its entirety Monday evening and then at each Selectboard meeting thereafter the Selectboard will have a chance to publically meet with each department head and discuss each individual budget in more detail.

After the Selectboard has a chance to review all of the budgets it will have at least three meetings in December and January to discuss the budget, suggest edits, and submit as the Selectboard's recommended budget for voter consideration at Town Meeting (March 4).

For Monday night there will be no discussion after the presentation. This is simply an introductory presentation. Discussion(s) are scheduled for later in the process. Like last year, all budget information will be easily accessible by the public on the Town website. Also, note that since we are

going 'paperless' the Selectboard will not receive its customary 'Budget Binder'; rather everything will be stored online only.

No Official Action Anticipated.

6. Bissonette Field Project

Guests: (1) Tom Ayer

Enclosures: (1) email from Frank Twarog, Recreation Commission Chair

If you recall, the Selectboard created a line-item, per request of the Recreation Commission, a few months back to accept donations for the July 4th Celebration. As a reminder, the Recreation Commission now has a subcommittee formed for the purpose of fundraising for that effort. Thanks in large part to Tom Ayer for getting the ball rolling on that item after this last fireworks show.

Now the Recreation Commission is asking the Selectboard to create a like line-item in the Recreation Budget for the purpose of accepting donations for the proposed Bissonette Recreation Field Project. I know that Tom Ayer is leading the charge on this front and has a goal of fundraising for the entire project and keeping tax payer money out of the picture entirely. Tom may have an update he can share on his efforts thus far Monday evening.

As an aside, the Town is schedule for the November 20th DRB meeting for initial sketch-plan review of the project. The Town Administrator, Frank Twarog, and Jen McCuin are planning to attend on behalf of the Town. Selectboard members would obviously be welcome too.

Consider a Motion to Create line-items in the Recreation Budget to accept tax deductible donations for the purpose of development and construction of the Bissonette Recreation Field Project and to expend donated funds for the Bissonette Recreation Field Project

7. Weed Road Redux

Guests: None

Enclosures: (1) Alex e-Mail to Rowell
(2) Correspondence from Civil Engineering Associates
(3) See October 1 Selectboard packet (Agenda Item #1) for additional information

The Selectboard took up further discussion on the status of Weed Road at the last Selectboard meeting after its site visit on October 1, 2012. Alex Weinhagen' followed-up with the Rowell's after that meeting relaying the direction of the Board to the Rowell's. According to the engineer hired by the Rowell's the grades at the intersection of Weed Road and Shelburne Falls Road average out at 5%, slightly greater than the recommended 3%. The Selectboard needs to decide how it would like to proceed. Do you want the Rowell's to bring the grades down to 3%? Do you want to have another engineer shoot grades? Peter Erb states that the grades are closer to 8%. In my opinion, the Rowell's have made a very good faith effort to upgrade Weed Road to the standards and expectations of the Town. Again, the 'Weed Road' issue – the classification of the road – has been up-in-the-air since the 70's, if not before. The road has clearly been improved substantially by the Rowells as they prepare to build a house on their land for their children.

Consider a Motion to accept the improvement work done by the Rowell's on Weed Road as sufficient for the official classification of the road to a Class 4 and start the process of laying out the road for final acceptance by the Town.

10. Town Administrator's Report

1. **Rte 116 Paving Part IV**– See eMail correspondence from CCRPC. They are satisfied with the direction AOT is going with the
2. **Conference Table** – Rocky received a cost estimate to create a new 3rd floor conference table from the salvaged wood from a wind storm.
3. **Curb Cut Requests** – Distributed at meeting
4. **Rte 116/Public House Permit** – The State approved the Public House's request to create a firelane directly in front of their building along Rte 116. The Selectboard supported this concept and submitted the State with a letter of support.
5. **Rte 116 Sidewalk** – We were awarded ½ our initial grant request for a sidewalk on the east side of 116 from Commerce Street to CVU Road and were awarded \$235,000 to design and construct a sidewalk from Commerce Street to Riggs Road. NRG has agreed to take responsibility for the 10% local match requirement. We will now seek financing for the Riggs Road to CVU portion of the sidewalk from another source. Special thanks to Lenore Budd and Martha Keenan for their work on this grant. The Selectboard will consider accepting the grant on November 12th.
6. **Health Insurance** – We will be hosting a meeting on the expected health insurance changes at 3pm this Friday. I'm going to try to move the meeting to a new time/date. Our Member Relation Representative from the Vermont League of Cities and Towns will give the presentation. Although January 1, 2014 is 14 months away still, it will approach quickly and we all need to prepare for the changes in the health insurance landscape as a result of the Affordable Health Care Act.
7. **Rocky's Truck** – Rocky's old truck is now for sale. Bids due November 16 and the Selectboard will be asked to award the 'winning' bid on November 19th. The money from the sale of the truck will be used to purchase a new plow for Rocky's new truck.
8. **Election Tomorrow** – Reminder to Vote and to help put this room back in place.