



ANNOTATED AGENDA

November 19, 2012

3) CBC Interviews

Guests: (1) Sue Rusten

Enclosures: (1) Sue Rusten Application
(2) Jason Reed Resignation

Sue Rusten will be in attendance to interview for a newly open seat on the Trails Committee. Trails Committee member Jason Reed has offered a letter of resignation. His term is good until January 1, 2015 and Sue is interviewing for his seat. Please take a few minutes to introduce yourselves to Sue and engage in conversation with her.

No Official Action Anticipated

4) CBC Appointments

Guests: None

Enclosures: None

While we have not advertised specifically for Jason's seat, we do not need to per the policy. The policy states that if a vacancy opens due to a resignation then the Selectboard can utilize the list of applicants on file to file the vacancy. While Sue was not on a previous 'list' I believe appointing her without advertising for this opening honors the spirit of the policy.

We also have one (1) more slot in the Town Forest Committee. The appointment of this position would be to finish the term of Brooke Scatchard – valid thru January 1, 2014. The active names on file are Andrea Reagan, Aaron Townshed, Jim Collins, and Mike Potvin. Andrea, Aaron, and Jim interviewed back in January; Paul Wizerack was appointed at that time. Andrea re-emailed her interest this past week; Mike Potvin you just interviewed; and three of the Board members interviewed Jim and Aaron.

Consider a Motion Accepting the Resignation of Jason Reed on the Trails Committee and Appointing Sue Rusten to his seat for a term expiring on January 1, 2015.

Consider a Motion to Appoint _____ to Brook Scatchards former Seat on the Town Forest Committee to Expire on January 1, 2014.

5. Highway Maintainer Interview/Appointment

Guests: (1) Mike Anthony
(2) Nick Campagna

Enclosures: (1) Draft Letter of Employment

We are pleased to introduce the Selectboard to Mr. Nick Campagna. Mike Anthony and I recommend his immediate hire as a Highway Maintainer. Nick is a graduate of CVU, a member of Vermont's National Guard, and has three (3) years of appropriate experience with the Vermont Agency of Transportation; he currently lives in Williston. Nick interviewed with Mike Anthony and me; this is an opportunity for him to meet the Selectboard members and for the Selectboard to welcome him aboard. If it's snowing Monday evening, Nick may be sent up to the garage to grab a plow before the ink is dry on his employment offer ☺.

Consider a Motion to Offer Nick Campagna the Position of Highway Maintainer for the Town of Hinesburg and to have the Board Chair sign his Letter of Employment.

6. Vt Department of Fish & Wildlife: Special Use Permit & License Agreement

Guests: (1) Lenore Budd
(2) Andrea Morgante
(3) Stewart Pierson
(4) Steve Russell

Enclosures: (1) Special Use Permit
(2) License Agreement
(3) Maps
(4) Correspondence from Keith Thompson on Special Use Permit

Two (2) items of business here; both grant the Town of Hinesburg use of land owned by the State of Vermont. The first item is a Special Use Permit which would grant the Town access to a 15' strip of land along the northerly boundary of Hidden Meadows. This permit would allow access to transport logs from a portion of the Town Forest (see October 30 letter from Keith Thompson, County Forester). The second item is a license agreement for the use of trails.

Consider a Motion to have the Selectboard Chair sign the Special Use Permit #405-00-PU1-2013 which will grant the Town the right to a 15' strip along the northerly boundary of Hidden Meadows in order to access the Town Forest for logging and general maintenance purposes.

Consider a Motion to have the Selectboard Chair sign License #405-00-BU1-2013 granting the Town of Hinesburg use of a portion of the Lewis Creek Stream Bank Property, consisting of 91.56 acres and known as the Copp/Welch II parcel, for Trail Maintenance.

7. FY2014 Highway Department

Guests: (1) Mike Anthony
(2) Phil Pouech
(3) Lenore Budd

Enclosures: (1) Full FY2014 Proposed Budget – See November 5 SB Packet
(2) Highway Budget Write-up Report

This is a continuation in a series of meetings with all department heads to review each departmental budget. Please take the time to review the line-item budget and budget narrative prior to the meeting so you can be fully prepared to engage in productive conversation. The highway budget is the largest of all town budgets. Lenore Budd has also been invited to this agenda item so we can talk about the Complete Streets legislation and how that might impact our paving plans in FY2014 and beyond.

No Official Action Anticipated.

8. Discuss Rte 116 Paving Plans

Guests: (1) Mike Anthony

Enclosures: (1) See 10-15 SB Packet – Agenda Item #10
(2) See 11-5 SB Packet – Agenda Item #7
(3) See 9-24 SB Packet – Agenda Item #3

Since Mike is already scheduled to be at the meeting this is a decent time to quickly talk about Rte 116 paving.

No Official Action Anticipated.

9. Bissonette Field Project – L&D Contract

Guests: None

Enclosures: (1) Contract Amendment

Per the approved FY2013 Recreation Capital Budget, the Town has planned to go forward with final design work and permitting for the Bissonette Recreation Field Project. The contract amendment is available for review and is consistent with what the proposed cost was in the final report delivered to the Selectboard last winter and used for budgeting purposes.

Consider a Motion to Sign the Contract Amendment with Lamoureux and Dickinson for Final Design and State Permitting Services for the Bissonette Field Project at the Not to Exceed Amount of \$18,000.

9. Lewis Creek Grant Application – Letter of Support

Guests: (1) Andrea Morgante

Enclosures: (1) Draft Letter of Support
(2) Other Supporting Documentation

See draft letter and other supporting documentation. Andrea can introduce this item, explain the project, and field questions from the Board.

The grant will provide funds so LCA can coordinate a project that will involve biologists from VT Fish and Wildlife, DEC water quality division, and consultants to inventory and monitor the diversity of the fish and other aquatic organisms in the stream. Both DEC and VT F&W have identified Lewis Creek as a highly productive and important stream and would like to have more data to do more comprehensive planning.

Both departments have encouraged LCA to apply for this grant and want to get this work done. It is an opportunity to foster greater collaboration between departments and get expert consultant biologists involved in the assessment. The grant request is for \$15,000 and there will be in kind match from both VTF&W and DEC, volunteer time from LCA. No funds are being requested from the Hinesburg.

Consider a Motion to Support the 2013 Watershed Grant Application by the Lewis Creek Association and have the Selectboard Chair sign the Letter of Support to the Agency of Natural Resources on Behalf of the Town of Hinesburg

11. Town Administrator's Report

1. Bissonette Fields Update – Presented in front of the DRB on November 20th for Sketch Plan Review; Peter Erb is in the process of drafting the decision; met with CVU's field committee to discuss their proposed project to construct synthetic turf fields and our proposed project. This was a good opportunity for both entities to compare notes. Tom Ayer and Jen McCuin attended that meeting with me and representatives of CVU and the school board.
2. VT Gas Letter – Draft letter to review. Will be agenda item next week for signatures and endorsement. Please offer feedback to Phil ASAP.
3. Public Safety Facility – Met with architect and estimator set for November 30th in the afternoon at 3pm. This will be on the December 10th Selectboard meeting.
4. Appraisal of Lot 1 – Included in the Selectboard packet is the report on the appraisal of Lot 1. We received this report on November 30th and so it is not a discussion item tonight but will be soon. If you have questions please forward those to myself and/or Rocky.
5. ECOS – See ECOS report in your Selectboard packet. Andrea, I believe, has been well involved in this process; so has Alex. Staff from the CCRPC will attend the December 17th Selectboard meeting to review and answer questions. I will be sure to review the report with Alex as preparation for that meeting. Please take the time to look over the report and contact me with issues so I can pass them along to CCRPC.
6. Water Feasibility Study – Meeting to review work-to-date this week with Brian Mattison, Rocky, Jon Trefry, and A&E representative.
7. Weed Road – Reached out to Bud Allen to start the process of laying out the Town road.
8. Hannaford – See update from Alex. Questions? Feel free to contact Alex directly.
9. Police Officer Interview – Scheduling a time for two (2) Selectboard members to join me and Frank Koss in a final interview with an applicant for the vacant police officer position in the Hinesburg Community Police Department. With some good fortune, we will have a Letter of Employment to offer at the next Selectboard meeting.
10. Recreation Commission Update – I made a little bit of a goof by scheduling the Recreation Commission to appear before the Selectboard tonight to review their Mission Statement, etc. I think that was pretty well covered at the November 21st meeting during their budget review so I did not see the need to re-invite their members. See short write-up in your packet. If you have questions let me know.

11. Town Forest Committee Budget – The Town Forest Committee will be at the December 10th Selectboard meeting to ask for a FY2014 appropriation of \$5,000. Currently we have \$500 in the budget for that committee. Members of the committee will be in attendance to discuss their requested increase.

12. Rocky Truck Sale – *Consider a Motion to Accept the Bid of \$3,582 from Steve Giroux for the 2003 F-250 used by the Buildings & Facilities Director and to use the Funds from this sale to off-set the cost of a new Plow for the 2012 F250 used by the Buildings & Facilities Director.*