



Annotated Agenda

May 6, 2013

2. Rural Area Zoning

Guests: (1) Alex Weinhagen, Town Planner
(2) Joe Iadanza, Planning Commission Chair
(3) Tom Ayer, Selectboard

Enclosures: (1) Weinhagen Memo – April 29, 2013
(2) Bill Marks/Conservation Commission Letter
(3) Website: <http://www.hinesburg.org/planning/raz/>
(4) See information provided in pervious Selectboard packets

For the May 6 Selectboard meeting, we'll be discussing Objective #3 (Defining Development Density) of the Rural Area Zoning proposal, and if time allows, the related Town Plan revision on wildlife habitat. We'll go over the remaining Selectboard questions highlighted in the March 29 memo from Alex, and also try to discuss the additional questions Mike Bissonette posed that are covered in Alex's April 30 memo. I believe there will be a fair amount of public comment on Objective #3, so the Selectboard should save some time for discussion of that as well.

My hunch is that a Special Selectboard meeting will be needed to give this item the time it deserves; if a special Selectboard meeting were to be held to push these discussions along, I recommend either May 13 or June 10. Alex will be away the week of Memorial Day (May 27-31), so let's not schedule any meetings on this that week OR at the June 3 SB meeting.

Remember that the Ordinance 'needs' to be adopted before September (2013); prior to adoption two (2) Public Hearings are required.

Consider a Motion to Schedule a Special Selectboard Meeting to Focus Exclusively on the Proposed Rural Area Zoning Ordinance on (May 13/June10).

3. Hannaford Act 250

Guests: (1) Alex Weinhagen, Town Planner
(2) Representative of White + Burke
(3) John Roos, Resident

Enclosures: (1) Weinhagen Memo
(2) Roos Letter
(3) 116/Commerce Street Designs

Project Manager, Alex Weinhagen, will present the Selectboard (and public) with recommended comments on behalf of the Town for approval for submission as part of Act 250. Please review Alex's enclosed memorandum prior to arrival Monday night. John Roos met with me and Alex last week and, presumably, will want to address the Selectboard on concerns he has identified, too.

Consider a Motion Authorizing \$2,000 for Independent Contracting Services on Patrick Brook and to have Hinesburg Town Planner Alex Weinhagen Solicit Quotes and Enter into an Agreement on Behalf of the Town.

Consider a Motion to Approve Comments to the Act 250 District Commission Regarding the Hannaford Application as Presented on Pages 2-4 of the May 1, 2013 memorandum from Alex Weinhagen to the Selectboard and to have Hinesburg Town Planner Alex Weinhagen Submit said Comments on Behalf of the Selectboard.

4. Rte 116/Silver Street Pedestrian Marker

Guests: (1) Rocky Martin, Buildings & Facilities Director
(2) Pam Mathews, Safe Routes to School Coordinator

Enclosures: (1) Memorandum from Rocky Martin
(2) Map

Rocky's memo summarizes the issue well. As part of the sidewalk project on the east side of 116 from Charlotte Road to Silver Street, preliminary plans for the crossing of Silver Street at the intersection of 116 included a "flashing beacon" like you might find in South Burlington or around the Winooski Circle, to help connect that sidewalk project to a proposed sidewalk on the east side of Rte 116 that would finish the connection of that sidewalk to HCS, as part of a Safe Routes to School project.

VTRANS has said, pretty clearly, that this intersection doesn't meet the standards for erecting a flashing beacon and therefore the beacon has been removed from the sidewalk plan(s) so we can continue with the project. The question now is whether or not to apply for an exception. If the answer is yes, staff would not advocate for applying for the exception as part of this sidewalk grant because, most likely, the timeline for completing the sidewalk would be pushed back (years, potentially), even though the total cost to the Town for this beacon would be around \$9,000 (100% of the beacon) opposed to \$900 (10% match with grant).

Personally, I'm not convinced this is a great place to encourage people (especially young kids) to cross Silver Street: the not so safe route to school. Although, I suppose it is the most obvious and convenient place to cross so crossing may happen with or without an additional safety measure.

My thought – which seems to be more in alignment with VTRANS standards – would be to move the beacon to a point south on Silver Street and have the children cross near the parking lot area of HCS. We have money in escrow to complete the sidewalk from the 116/Silver Street intersection down to the condominium association across from HCS's parking area.

To apply for an exception from VTRANS will take a certain amount of political capital as we would have to engage our local representatives and senators. I'm not sure if it is worth playing all our cards on this issue, given the fact that I'm just not convinced it's a great idea to begin with, and we can only go to the well so many times in Montpelier.

For Monday night, official action only needs to take place if the Selectboard feels strongly that this beacon is needed at this location; if that is the case, the Selectboard should pass a Motion to apply for said exception. If that is not the case, we have some time to discuss better solutions to this difficulty and come up with a win-win.

It would be nice to come away from the discussion with some direction on how we should proceed with this issue.

No Official Action Anticipated.

5. Water/Wastewater Budget – FY2014

Guests: (1) Rocky Martin, Buildings & Facilities Director
(2) Phil Pouech, Selectboard

Enclosures: (1) FY2014 Draft Water/Wastewater Budget
(2) FY2014 Budget Narrative

Monday night will be the first look at the proposed FY2014 water/wastewater budget. Unlike the general fund budget which is voted on at Town Meeting, the water/sewer budget is approved by the Selectboard only. As you can see, the budget shows a somewhat substantial increase at this point so the Selectboard should take some time to review the budget and feel comfortable with what is entailed in the document.

Some of the more significant items are: 1) the re-organization of the department with the Buildings & Facilities Director taking over the day-to-day management of the department; this shifts more of a portion of his compensation from the general fund to the water/wastewater fund. 2) the (temporary) elimination of the position of Superintendent and the creation of a second operator position. 3) shifting more compensation of the Town Administrator and Special Projects Coordinator's compensation from general fund to water/wastewater fund to better reflect the time spent engaged in activities for the water/wastewater department. 4) the inclusion of money in the capital budget of the water department for the water feasibility study and connected water source capital upgrade in the future. 5) the inclusion of monies to upgrade/beautify the wastewater house next to the fire station to go along with the new police station and proposed fire station additions. 6) the purchase – via lease financing – of a new truck to replace the 2005 Ford Ranger.

The purpose of this agenda item is to simply introduce the proposed budget. Further discussion on the water/wastewater budget is expected at all Selectboard meetings between May 20 and the end of the fiscal year. Ideally, the budget, along with any necessary rate adjustments, would be approved before July 1, 2013.

No Official Action Anticipated

6. Contracts & Agreements

Guests: None

Enclosures: (1) Draft Parker Trails Easement
(2) Parker Closing Information
(3) Letter of Intent, VIA
(4) Architectural Services Contract, VIA
(5) Riggs Road, MPM Scope of Work
(6) Riggs Road, RFQ Engineering Services
(7) Town Meeting Minutes
(8) Tar Sands Petition Resolution

- a. Parker Trail Easement – You can see the changes made since the original easement deed. All changes have been reviewed and accepted by all parties.

Consider a Motion to Accept the Trails Easement from the Parker Family as Presented on May 6, 2013 to the Hinesburg Selectboard and have the Town Administrator Sign all Closing Documents on Behalf of the Town on May 15, 2013.

- b. Public Safety Facility, Architectural Services Contract – I signed a Letter of Intent so we could move forward with necessary steps for the public safety facility to prepare for the DRB application. I'd like to have the contract signed with VIA and have that done and move on. I have reviewed the contract with our Town attorney, discussed issues with VIA, and have a contract document for Selectboard consideration.

Consider a Motion to Authorize the Town Administrator to Sign a Contract Between Vermont Integrated Architecture, PC, and the Town of Hinesburg, on behalf of the Town of Hinesburg, for Artchitrrural Services for the Public Safety Facility Project.

- c. Hinesburg Village North Sidewalk, Municipal Project Manager – Yours truly has volunteered to be the Municipal Project Manager for the Hinesburg Village North Sidewalk Project. I've talked with VTRANS about this and they are fine with it. By doing this, the Town will earn up to \$20,000 in revenue, a reimbursement for my time billed by the hour.

You can also find in the SB packet the RFQ for consulting engineering services which is now being advertised. I received feedback from VTRANS on the RFQ prior to finalizing the document.

Consider a Motion Appointing Joe Colangelo, Town Administrator as the Municipal Project Manager for the Hinesburg Village North Sidewalk.

- d. 2013 Town Meeting Minutes –

Consider a Motion to Approve the Minutes from the 2013 Town Meeting

- e. 2013 Town Meeting Letters –

Consider a Motion to Approve, Sign, and Distribute the Resolution regarding Tar Sands Oil as Passed by a Floor Vote at Town Meeting.

8. Town Administrator's Report

- a. Recreation Facility Project – Tom Ayer, Frank Twarog, Jen McCuin, and I have been working with the Bucs to formalize an agreement for a joint-fundraising campaign. We may need a brief Executive Session to discuss the contract Monday night. Hopefully, we will be able to sign the Agreement Monday night.

Consider a Motion to Sign an Agreement ATHLETIC FIELD FUND RAISING AND USE AGREEMENT between the Town of Hinesburg and Buccaneers Youth Football.

On Friday morning, Rocky, Jen, Frank, Tom, Alex Weinhagen, Peter Erb, and our engineer, Doug Henson, met to discuss the DRB's Preliminary Plat Approval and mapped out steps needed prior to final DRB approval. I will take a little bit of time discussing some of the major issues at Monday night's meeting regarding the PPA and items to take care of before final approval for the subdivision and site plan will be granted by the DRB.

Also, I am meeting with our attorney Monday afternoon to discuss the deed language between the Town and Bissonette. I may have a report to share on Monday in either open or Executive Session.

A new (and improved) brochure has been developed and is being distributed per the fundraising efforts.

- b. Public Safety Facility Project – I will take time Monday evening to discuss some of the updated items in the Public Safety Facility Masterplan to prepare the Board for the May 20th meeting where you will be asked to approve the Town's application to the Development Review Board. We've been working on traffic flow issues in the master plan; more germane to the immediate project is that needed storm water infrastructure appears to be more complex and costly than originally anticipated: estimated closer to \$30,000 rather than the original estimate of \$6,000.
- c. Health Insurance – I sit on the Board of Directors of the Health Insurance Trust now and have been attending countless meetings as a Board member and other meetings as a representative of the Town of Hinesburg. I also am working to set-up a meeting with the Union soon to start discussions. There is a lot to do between now and October.
- d. April Budget Report – Attempt to have these reports uploaded to the SB packet on Monday.
- e. Town Forest Shooting Ordinance – See a draft ordinance in your packet. This will be a discussion item at the next Selectboard meeting.
- f. Credit Card Policy – Staff is just about finished developing a policy for the Selectboard to adopt. Should have a final draft to review by Monday; we may be able to just go ahead and adopt the policy at the meeting Monday night.
- g. Farmall & Fredric – Need to review documents still with our Attorney who has been on vacation.
- h. CCTA Letter of Support – See packet
- i. VLCT Safety Grant Application – See packet

- j. CCRPC Work Plan – See packet. Andrea and or I could give a quick update.
- k. Vermont Gas – Last correspondence Phil and I had with Steve Wark seemed to indicate potential changes. We'll update the Board and public as soon as we know.
- l. 4th of July – I'll give an update Monday evening on 4th of July efforts to date.
- m. North Road/HRRR – See packet.