



# Annotated Agenda

July 29, 2013

## 2. Public Hearing – Town of Hinesburg Application on Behalf of Champlain Housing Trust to the Vermont Community Development Program for \$550,000 Community Development Block Grant

- Guests:**
- (1) Amy Demetrowitz, Champlain Housing Trust
  - (2) Matt Moore, Housing Vermont
  - (3) Hinesburg Affordable Housing Committee
  - (4) Other Interested Residents

- Enclosures:**
- (1) eMail from Lisa Ryan, State of Vermont
  - (2) eMail from Paul Giuliani (Bond Attorney) and Town's Auditing Firm
  - (3) Project Summary
  - (4) VCDP Application for Project
  - (5) FY2012 Town Audit Pages Relevant to Smoke & Cure Grant
  - (6) Creekside MasterPlan

This is the scheduled and required Public Hearing prior to a Selectboard vote on whether or not to submit an application to the Vermont Community Development Program for a \$550,000 Community Development Block Grant on behalf of the Champlain Housing Trust and Housing Vermont for an affordable housing project in Hinesburg: Hinesburg Community Housing.

The enclosure labeled "Hinesburg project summary" in the SB packet gives sufficient overview of the project. This project includes 19 affordable rental housing units and 2 market rate housing units behind Kinney's as part of the Creekside Master Plan. Additional information included in the Selectboard packet is also useful for review prior to Monday evening, including the application for VCDP.

I included relevant pages from the FY2012 Town Audit related to the way the Community Development Block Grant shows on the Town financials. As you can see from the financials and the comments from our CPA and bond attorney, this money is not considered debt and will not impact the Town's debt load or ability to borrow in the future. Potentially, the Town could be liable for repayment should the project partners become insolvent; however, if you review the comments from Paul Giuliani and the Community Development Specialist at the State, Lisa Ryan, that event seems highly unlikely if not completely improbable.

It may be useful to separate out two (2) issues. One issue is whether or not the Town supports this project generally. The second issue is whether or not the Selectboard supports applying for these funds. It's at least worthwhile to note that these two issues are mutually exclusive and I don't think the Selectboard needs to feel that granting support to Issue #2 ties your hand or the hands of the citizens and DRB down to supporting Issue #1. In fact, Issue #1 will ultimately be decided by the Development Review Board; not the Selectboard. The vast majority of funding for this project is not contingent on the CDGB, although losing out on potentially \$550,000 of funding could negatively impact the project moving forward. So I suppose one question to consider prior to casting a vote is "if this project receives all permits and is approved for construction, do I support submitting an application that might help them receive \$550,000 in State grants."

Hinesburg's Affordable Housing Committee has submitted a letter in support of this project and for the Town's application to the grant program.

As stated previously, the Town Administrator is on the Board of Directors for CHT.

***(1) Consider a Motion to Open the Public Hearing***

*(2) Close the Public Hearing*

*(3) Consider a Motion to Authorize the Town of Hinesburg to Submit an Application to the Vermont Community Development Program for a \$550,000 Community Development Block Grant on behalf of the Champlain Housing Trust and Housing Vermont.*

**3. CBC Policy & Procedure Update Discussion**

**Guests:** (1) None

**Enclosures:** (1) Recommended Edits to CBC Policy

Included in the Selectboard packet is some language to consider for an update to the CBC Policies & Procedures. There are a number of updates to review but the most pressing is found under section iii (g). Please review. If you have suggested edits to the language it would be helpful to send those in advance of the meeting so we don't have to spend time trying to re-write the policy during the meeting. Ideally this document could be updated as presented Monday evening and we can start focusing on the new round of interviews.

*Consider a Motion to Update the Town of Hinesburg Commission, Board, and Committee Policies & Procedures as Presented on July 29, 2013 and for those Updates to be Effective Immediately.*

**4. Shooting Ordinance**

**Guests:** (1) Frank Koss, Chief of Police  
(2) Village Steering Committee Members  
(3) Town Forest Committee Members  
(4) Conservation Committee Members

**Enclosures:** (1) Ordinance to be Warned for a Public Hearing  
(2) Comments from Jim Barlow, VLCT Attorney

Please review ordinance with appropriate edits in your packet. I think this is the general direction desired by the Board. I also understand there are probably some community members who would like to discuss a more comprehensive ordinance; however, at this time, I recommend moving forward with the Ordinance we have developed. It's important to remember that the reason for drafting this ordinance in the first place was to give our local police department a tool to enforce the provisions of the Town Forest Management Plan related to appropriate shooting in the Town Forest and to help the neighbors around the Hayden Hill West parking area deal with haphazard shooting. We went on to add a shooting ban in Geprags Park because of the desires of the Conservation Commission. It would be nice to wrap this item up and move it forward. Nothing would stop those interested in something more (or less) to bring a proposal forward at a later date.

*Consider a Motion to Set September 16, 2013 as the Public Hearing Date for the Consideration of a Town of Hinesburg Shooting Ordinance and to Submit the Draft presented to the Selectboard on July 29, 2013 and including minor edits recommended by VLCT Attorney Jim Barlow as the Recommended Ordinance for the Public Hearing and Adoption.*

**5. Rural Area Zoning Ordinance**

**Guests:** (1) Joe Iadanza, Planning Commission Chair  
(2) Other PC Members  
(3) Members of the Public  
(4) Alex Weinhagen, Town Planner (not attending)

The purpose Monday night is to continue discussion on objective #3 regarding density and also to take a moment to decide on the plan moving forward. Important reminders: 1) there is a Public Hearing scheduled for August 19<sup>th</sup>; that Public Hearing will discuss the May 31 version of the Ordinance. Any chances agreed upon on Monday

night would not be applicable to the version discussed at the Public Hearing. 2) If you have any desire to hold the second Public Hearing, as required, on September 9<sup>th</sup> prior to the September 12<sup>th</sup> deadline, the notice for that Public Hearing needs to be in the Citizen no later than August 22<sup>nd</sup>. That means that the final proposed Ordinance needs to be available for the public to review by August 22<sup>nd</sup>. This gives the Selectboard two (2) days after the August 19<sup>th</sup> Public Hearing to agree on a final version. It would seem likely that the Board would have to meet on the Tuesday or Wednesday after the August 19<sup>th</sup> Public Hearing to finalize language.

Another option, of course, is to not move forward with adoption right now and have the Ordinance sent back to the PC for review and a Public Hearing prior to having it returned to the Selectboard for reconsideration at a later date.

***Option 1) Consider a Motion to Warn a Public Hearing for the Rural Area Zoning Ordinance for September 9<sup>th</sup> and to place the notification in the Citizen on August 22<sup>nd</sup>.***

***Option 2) Consider a Motion to Send the Rural Area Zoning Ordinance back to the Planning Commission for further review noting that the Selectboard does not feel well positioned to finalize the Ordinance before the September 12, 2013 deadline.***

## **6. Contracts & Agreements**

**Guests:** (1) Frank Koss, Chief of Police  
(2) Rocky Martin, Buildings & Facilities

**Enclosures:** (1) Lease Contract for Copier  
(2) Wastewater Allocation Request

a. Police Department Copier Lease –

***Consider a Motion authorizing the Chief of Police to Sign a Lease Agreement for a color enabled Kyocera TA-2050ci for the Hinesburg Community Police Department.***

b. Wastewater Allocation Request –

***Consider a Motion authorizing the Town Administrator to sign the Wastewater Allocation Request for 420 gpd for the Caron 3-Lot Subdivision & PUD at 274 Richmond Road with Conditions as Stipulated by the Director of Buildings & Facilities.***

## **7. Town Administrators Report**

a. Public Safety Facility – See DRB Approval in packet.

b. 116 Corridor Study – The consultant (Lucy Gibson of Dubois & King) and the CCRPC staff are hard at work evaluating the existing conditions. The next meeting of the project steering committee is August 15 at 6pm. The consultants will summarize their findings on the existing conditions and corridor issues. This meeting is a prelude to a planned community forum to review/discuss the corridor issues tentatively planned for September.

c. Engineering Work – See report from Mike Weisel in your SB Packet. Mike was commissioned to study some long-term solutions for Magee Hill Road. We can make this an agenda item at a later SB meeting.

d. Visualization Study – The final 3D Viz Study is available online. Alex will be engaged in more community outreach regarding the final product shortly. See: <http://hinesburg.org/planning/village-visualization-project/>

- e. Water/Wastewater Operator – We have decided to (re)advertise for this position. See updated job announcement in the packet (at the change of the fiscal year the wage rate increased for the position). Goal is to have a new employee around Labor Day. Along with posting on various online platforms we placed an announcement in Seven Days.
- f. Hannaford Act 250 Materials – Final materials submitted to Act 250 on behalf of the Selectboard will be included with your packet materials.
- g. Sale of Town Land – I originally informed the Selectboard in executive session a few weeks ago, about a local resident (along with his neighbors, potentially) interested in purchasing a parcel of Town owned land. Kyle Bostwick approached me about purchasing a parcel of land owned by the Town behind his house in Creekside. Before moving further, I need to get an idea of two (2) things. 1) confirm that the Board is interested in this possibility; 2) think about how the Selectboard wants to move forward. There are two (2) ways the Town can sell land – thru direct sale subject to petition, or with a Town vote at the Special or Annual Town Meeting. We will make this an agenda item at a future meeting (not too distant future).
- h. Village Steering Committee – VSC members did a workday on Sunday, July 21 at Memorial Park. While the labor was volunteer, there were some material costs. The total cost of the work came to: \$797.89. A bit more gravel and some top soil is still needed; also, the Committee is working to determine which trees would be best to plant this fall (outside the State ROW).