



## SELECTBOARD MEETING

DRAFT

OCTOBER 21, 2013

page 1 of 5

Attending the meeting; Jon Trefry, Tom Ayer, Phil Pouech, Mike Bissonette, Andrea Morgante, Joe Colangelo and attached list.

Meeting called to order at 6:58 p.m.

Ed Matthews was present to voice his concern about an item on the agenda for the Planning Commission meeting regarding the rural zoning community outreach mailing. Ed feels with the election coming up any action the P.C. takes advocates their position at this point and he believes it is not fair to spend taxpayer money on a mailing a week or two before the election on something that has already passed.

Joe advised he just received a draft of the mailing which is in the Selectboard packet for them to review and comment on.

Mike B said this is now a Selectboard issue not a P.C. issue and the Selectboard is holding a public meeting which is appropriate. He does not know that sending the flyer is appropriate. Mike B asked Joe about the authority of the P.C. to send the flyer.

Joe said by State Statute the P.C. has the authority to send out mailings.

Mike B moved the Board vote to freeze the Planning Commission budget for 10 days. Second by Tom.

Andrea said she feels it is appropriate for the P.C. to be supporting the information they have on the issue.

Jon agrees the mailing is not a good idea.

Phil said the flyer states why the P.C. made the changes.

Motion voted and defeated with Mike B and Tom in favor and Jon, Phil and Andrea opposed.

The Board asked Joe to check with the VLCT about the issue.

Sarah Quinn was present regarding the problems with the sidewalk/rec path built along the front of the Quinn's property. Sarah brought in one example of a problem, that being an expansion strip from the sidewalk and noted she has picked up several that have come loose from the sidewalk.

Sarah noted that any problems and final items needing completion were supposed to be addressed last spring. There are still many problems and incomplete items. The lawns have not been restored back to the prior condition before construction, neither has the area where fence was removed in the meadow which has caused loss of hay due to run off into the meadow. The slope of her driveway is wrong and caused damage twice to her motor home.

Sarah advised that two weeks from tomorrow she wants a firm date by which corrective work will be done or she will hire a contractor to do the job satisfactorily.

She also noted the stone wall has become a safety problem as children are running along the top of the wall. Also there is a lot of dog waste all along the sidewalk.

Andrea stated if there are any payments left to be made to Ireland it should be withheld. Andrea also noted the Board had been advised of the driveway problem and she has seen that the land has obviously not been returned to prior condition.

The Board agreed that someone will contact Sarah within the next two weeks to let her know what is being done.

### Thistle Hill

Mike Anthony, Rocky Martin, Bart Frisbie, and Joe Colangelo did a walk-through a few weeks ago in preparation for a warned public hearing, site visit, and anticipated take-over by the Town.

Joe shared the items discussed at the walk-through. The Town is waiting for review by the Town Attorney. Andrea noted that the trees are planted on private land and will remain with the association, she would like to take the opportunity at the walk-through to have the Tree Warden check the health and viability of the trees as the DRB condition states if something happens to the tree they will be replaced.

The Board will set the date and time for the public hearing and site visit at the next meeting.

Sale of 2003 International Dump

The Board decided back in the spring at the time of purchase of the new dump/plow truck that the Town would attempt to sell the 2003 International rather than go with a trade-in. The plan should be to use the proceeds from this sale to offset the first year repayment of the lease for the new dump/plow truck. Our first year payment (FY2015) is \$30,000; the subsequent year payments are \$34,950.20. Therefore, the high bid more than covers the first payment and so we can use the additional \$1,100 in FY2016 to off-set a portion of the 2<sup>nd</sup> year repayment obligation.

Mike B moved the Board vote to award the bid for the 2003 International to Morse's Equipment out of Patten, ME for \$31,100 and place the \$31,100 as assigned fund balance at the end of FY2014 to be used specifically on the first year lease payment for the recently purchased dump/plow truck and, after the first \$30,000 is used to offset the total lease payment obligation in FY2015, place the remaining \$1,100 in assigned fund balance at the end of FY2015 to help off-set the \$34,950.20 lease payment obligation in FY2016. Second by Phil and approved.

Consider Letter of Employment for New Police Officer

An interview panel consisting of Phil Pouech, Michael Bissonette, and Joe Colangelo interviewed three (3) separate candidates for the position of Police Officer within the Hinesburg Community Police Department. These candidates were all vetted originally by Sgt. Casco and Chief Koss. The panel generally liked all of the candidates and thought they could have all been a good fit for the community and for the department. Mr. Cambridge, unlike the other two (2) candidates, has been through the police academy and is fully certified; in general, for a small department like ours, it would be difficult to pass-up an opportunity to have a fully certified officer. Mr. Cambridge holds a master's degree in education and was a teacher in New Jersey before switching to a career in law enforcement. Both Phil and Mike said they believe Anthony will be a good fit for Hinesburg.

Phil moved the Board vote to offer Mr. Anthony S. Cambridge a Letter of Employment from the Town of Hinesburg to begin his employment as a Police Officer starting October 30, 2013 and have the Town Administrator sign the Letter of Employment on Behalf of the Selectboard. Second by Mike B and approved.

Exterior Colors for New Police Station

The Board looked at the proposed color combinations and the suggested choice by Chief Koss.

Jon moved the Board vote to approve the following color combination for the exterior of the new Police Station. Siding – Monterey Taupe, Trim – Cobble Stone, Windows – White, and Roof – Medium Bronze. Second by Andrea and approved.

Grant Applications for the Police Department

Chief Koss is seeking permission to apply for three (3) grants from Homeland Security. All of these grants would be funded 100% by the federal government.

The three (3) Chief Koss is looking to submit for and obtain are for: 1) radios; 2) a fingerprint device; 3) a license plate reader.

The Board reviewed the latest information from Chief Koss on the items and agreed to the radios and license plate reader though Andrea felt that having surrounding towns with this instrument would be sufficient help for Hinesburg.

Mike B moved the Board authorize the Chief of Police to Submit Grant Proposals to the Department of Homeland Security to obtain radios, and a license plate reader. Second by Phil and approved with Andrea opposed

Consider Closing Fredric and Farmall for Halloween Night Between 6 – 8pm

The Creekside Association has requested that the Town close Farmall and Fredric between 6pm – 8pm on Halloween Night to vehicular traffic. Dan Jacobs, representing Creekside Association said they will direct parking to the shopping plaza across Rt 116 and the overflow parking area of Kinney Drug. They also plan to have a drop off site for non-perishable items for the food shelf. Dan said they will put information on Front Porch Forum and post signs in the area.

Mike B moved the Board vote to approve closing Farmall and Fredric, past Kaley's Way, to vehicular traffic between 6 – 8pm and charge the Hinesburg Community Police Department with the responsibility of barricading the area appropriately. Second by Tom and approved.

Discussion with Creekside Association

Dan Jacobs, representing Creekside Homeowner Association, spoke with the Board regarding problems the Association has had trying to get things corrected regarding the stormwater pond as it relates to connecting to the new Police Station and other items. The Association at this point has had to hire a lawyer to deal the paperwork trail and all the problems they have had with the builder. Dan is advising the Selectboard to be sure all paperwork is accurate and they have a tool to be sure, with future developments, to use with any builder. Andrea said there is need to have a check list of DRB items and Selectboard requirements for any development.

Dan also brought up his previous concerns about the Town Water System and the need for an audit.

CBC Interviews

George Bedard originally applied for the Planning Commission back in February. Per the CBC policy, his application is considered 'live' for a year and he has indicated his desire to be appointed. Rolf applied for the Development Review Board back in April (2013) and has now submitted an application for the Planning Commission.

Rolf was present to answer any questions from the Board. Rolf said from a perspective as an applicant he knows what does and does not work, he served on the P.C. in the 90's before creation of the DRB. There was discussion between Board members and Rolf regarding balance on the Commission and representation of all landowners in Hinesburg.

Andrea moved the Board vote to appoint Rolf Kielman to a four (4) year seat on the Planning Commission for a term ending January 1, 2018. Second by Phil and approved with Mike B and Tom opposed.

VSC Private Donations

During last week's annual meeting with the Village Steering Committee the topic of private fundraising was discussed. Similar to action the Board took to create a fundraising line-item for the Bissonette Field Project and the 4<sup>th</sup> of July efforts, a motion should be made by the Selectboard for this purpose for the Village Steering Committee.

Phil moved the Board vote to create a line-item in the Town Budget specifically for donations to the Village Steering Committee and create a reserve account for these funds to be used to enhance Memorial Park. Second by Andrea and approved.

Town Administrator Report

- a) Water Fund Payment Resolution: As follow-up to Joe's report to the Selectboard last meeting regarding a 'missing' \$58,000+ payment from the State to our Water Department, the attached letter shows that this issue appears to be resolved. Thanks to Joan, Missy, Rocky, and our auditors for catching this item. This proves once again the value of having a number of different checks and balances watching our books.
- b) Hannaford Act 250 Update – See email from Alex in the Selectboard packet.
- c) Catch Basin 116 – See email from VTRANS. Joe is meeting with them on location on October 23. Andrea said the area has been filled in with concrete.
- d) Thank you letter 116 Paving - See draft letter in your packet. If the Board is okay with it please sign and Joe will send it out.
- e) MTBE Legal - See update on our MTBE legal action. The case has now been transferred to mutli-district litigation which is what we were hoping for.
- f) End of September Budget – See budget report(s) in your packet.
- g) Fence on Richmond Road – A resident along Richmond Road erected a fence. There was some miscommunication between the resident and Town staff. The Town Administrator did give this resident permission to place this structure on his property but it appears that the structure is being built within the Town right-of-way (it's even nailed to a tree). Joe said he knows Mike Anthony is pretty concerned the fence will not last the winter. The landowner has been clear that they will take responsibility but it might be more logical for the fence to simply be moved before the (potentially inevitable damage) takes place.  
Markus Sundin, landowner who is putting in the fence, was present to discuss this with the Board. Markus said the fence is 7 ft from the paved portion of the road. He offered a wait and see approach to find out if there is actually a problem with placement of the fence. Marcus stated there are other fences existing that are closer to the road and said there is one just across the road from where he wants to build his fence.  
The Selectboard was clear that they do not support building even temporary structures in the right of way.
- h) Sidewalk Cleaning – Andrea mentioned at the last Selectboard meeting if the sidewalks could be swept and cleaned. Rocky is going to take care of the low-lying area in the Village but sweeping of the entire system will need to wait until spring,
- i) Other Water Department Topics – 1) Flushing is scheduled for the Monday, Tuesday, and Wednesday before Thanksgiving. This is the only time the department can do this needed task without impacting the schools. We have had a number of complaints on discolored water and these complaints will continue until the flushing can occur; 2) Our search for a new water supply source got an unexpected boost when UVM and VT Geology Society decided to study the three existing wells in Geprags Park; all free of charge. They have completed the study of two of the wells and are scheduled for the third 10/18. After they compile all the data, we will have a much better understanding of the possibilities of the wells. We continue to evaluate other sites as well as Geprags; 3) Repairs to Lyman Meadow control building underway: roof, insulation and new entrance door
- j) Informational Session for Rural Area Zoning – October 28 at 7pm.

k) Rte 116 Committee Update –Notes from 9/24 community forum on the project website (<http://www.hinesburg.org/route116-corridor-study>). The next steering committee meeting is on 11/6 at 6:30pm. VTrans staff has been invited, and may attend either that meeting or a separate day-time meeting that same day. Redstone has been contacted regarding setting up a meeting to discuss possible conversion of the Cheese Plant driveway and Stella Road into a public through road. The second community forum to discuss improvement options/alternatives will be on 12/4 at 7pm at the Town Office. The final study recommendations and report is expected to be complete in January 2014; however, the steering committee hopes to give the Selectboard a preview of recommendations with short term budget implications at the 12/16 Selectboard meeting.

l) Catch-Basin Charlotte Road – Mike informed Joe he will have the chance to turn his attention to finding a solution to the catch basin in front of the Dameron house on Charlotte Road this upcoming week.

m) FY2015 Budget – Phil and Joe are meeting with department heads this week to review department budget requests.

n) Village North Sidewalk – Held kick-off meeting on October 14<sup>th</sup> with our engineer and project manager with the State of Vermont. Received OK from property owners late last week and survey crews will be on site later this week. As of now, the schedule has construction set for summer 2015.

The Board discussed the question raised about the mailing the Planning Commission is planning. Tom moved the Board vote to advocate the Planning Commission not send the brochure reviewed in draft form. If they are to send anything, send information on time and place of the vote and link to the plan on the Town website. Second by Mike B. Motion voted and approved with Andrea abstaining.

#### Selectboard Items:

Andrea referred to the Act 250 hearing on Hannaford from Alex and said not noted is the stormwater issue and the Selectboard needs to stay engaged in the process to follow that.

Mike B said he feels the Board should get information on what the Town has invested in the Act 250 hearings and preparation for the hearings.

Mike B said Al Barber asked that he join Phil and Joe when the Fire Dept budget is discussed.

Andrea noted that Mike A told her she is the Board representative for the Highway Dept.

Jon shared with the Board that he has asked Mike Anthony to do needed shoulder work before winter.

Jon also noted he contacted Bill Lippert regarding Greg Munsell's suggestion that the State back the local Police Department regarding shooting issues.

#### Warrants:

Jon moved the Board vote to approve the warrants, including payroll warrants, as submitted by the Town Treasurer. Second by Andrea and approved.

#### Minutes:

Andrea moved the Board vote to approve the minutes of Oct 7 as corrected, second by Phil and approved.

Meeting adjourned at 10:40 on a motion by Andrea and second by Mike B.

Respectfully submitted,

Valerie Spadaccini, secretary







