



Annotated Agenda

December 2, 2013

3. Lot 31

Guests: (1) Kyle Bostwick, Creekside resident
(2) Other Creekside residents potentially

Enclosures: (1) Map
(2) Appraisal
(3) Deeds
(4) Jim Barlow emails regarding sale of town owned land

The Selectboard needs to decide how serious (or not) it is on moving forward with the sale of Lot 31. A professional appraisal was completed at the cost of the potential buyer and available for review. From my conversations with Mr. Bostwick he/they are amenable and supportive of restrictive covenants and public easements for trail use placed on the land by the Town. If the Selectboard is prepared to move forward with the sale then we can work with our attorney to draft a purchase and sale, review deed language between both parties, and prepare all necessary property transfer documents. The purchasers also have some 'demands' on how the proceeds of the sale are used by the Town of Hinesburg. If the Selectboard is not interested in moving forward then that should be made clear so we shouldn't waste a lot of time and expense grinding our wheels for no reason. If you are prepared to move forward then you need to determine how you would like to move forward. Either you engage in a direct sale, subject to petition, or this needs to be placed on the Town Meeting Warning for a town-wide vote.

Consider a Motion to Signifying the Selectboard's Intent on selling Lot 31 to Mr. Kyle Bostwick and/or Mr. Kyle Bostwick and neighbors, via the powers granted in 24 VSA § 1061 (a)(2), with a closing date scheduled for the January 27th Selectboard meeting, and authorize the Town Administrator to work directly with the interested purchasers of Lot 31 to draft a purchase and sale agreement and deed language for final Selectboard approval and consent.

4. FY2015 Highway Budget

Guests: (1) Mike Anthony, Highway Foreman

Enclosures: (1) Highway Budget Narrative
(2) Budget info see November 18 Selectboard packet
(3) Budget webpage: <http://hinesburg.org/budget/>

This is time to discuss the details of the FY2015 highway department budget, both the Highway Foreman's original recommendations, and the Town Administrator's proposal. Selectboard members should take some time to read the narrative and review the line-item and capital budgets prior to the meeting. It is not anticipated the Selectboard will make any firm, final decisions on the highway budget as a whole or line-items within the highway budget.

No Official Action Anticipated

5. Site Planning for Highway Garage

Guests: (1) Mike Anthony, Highway Foreman

Enclosures: (1) Draft RFQ

Andrea, Mike Anthony, and I met with CSWD representatives last week to continue the discussion of joint site-planning at 907 Beecher Hill Road. It appears at this point in time that CSWD would like to continue operations at this location for the foreseeable future. If the Selectboard is serious about the idea of moving forward with plans for a new town garage – a stated goal of the Selectboard at during its FY2015 budget goal setting retreat – then it would seem appropriate to move forward with this RFQ. This RFQ does not tie the Town's hands to anything but would give a serious jump-start to preliminary planning efforts for this site on Beecher Hill Road. The purpose of this RFQ is to find a consultant team/project partner that will provide the best range of services and continue as a partner into the future. There is no money in the budget currently to move forward with any aspect of this project. Money is budgeted in the proposed FY2015 budget (see highway budget above); if the Town would like to do some preliminary work over the next few months, the Selectboard would need to authorize that non-budgeted expenditure.

Consider a Motion Authorizing the Town Administrator to Issue a Request for Proposal for site planning, engineering, and architectural services for the 36 acre Town Garage, CSWD Drop-Off Center, and Municipal Facility site at 907 Beecher Hill Road on December 3, 2013.

6. Recreation Volunteer Form

Guests: (1) Jen McCuin, Recreation Director

Enclosures: (1) Draft Form

The Recreation Department would like to begin using a new form and background check method for all coaches working with youth. An appropriate balance should be met between ensuring all youth coaches are properly screened for the safety of each child with an application process not so onerous and overbearing that we dissuade volunteerism. It may be that the Recreation Department will need to develop an even more robust application form but we would like to have this form put into play immediately for the winter sports season.

Consider a Motion approving the Recreation Volunteer Application form dated December 2, 2013.

7. Mini Hydro

Guests: (1) Rocky Martin, Director of Buildings & Facilities.

Enclosures: (1) Introduction of mini-hydro
(2) Rocky Martin Email
(3) EcoStrategies, LLC Development Proposal
(4) EcoStrategies, LLC Agreement

At the November 4th Selectboard meeting Rocky Martin introduced this concept and the Selectboard authorized Rocky to investigate further and prepare a proposal for Selectboard consideration. For consideration at the December 2nd meeting, the Selectboard needs to decide if it feels inclined to spend up to \$10,000 from the Water Department's fund balance to complete a basis of design for Pump Station #1 In-conduit Hydropower Generator Net Metered Project. This \$10,000 would be spent to examine its options including: 1) use of the existing pump as a turbine by adding more controls and a meter; 2) install a new small turbine generator and convert to electricity. Prior to moving forward the Selectboard will want to feel confident that the Director of Buildings & Facilities has the time to put towards oversight of this project. The Water Fund has \$250,000 in its capital reserve account.

Consider a Motion Allocating up to \$10,000 from the Water Fund's Capital Reserve towards further assessment of a mini-hydro generation turbine at the Cemetery Pump House and authorize the Town Administrator to sign relevant agreements with Eco Strategies LLC.

8. Recreation Path Project

Guests: (1) Rocky Martin, Director of Buildings & Facilities

Enclosures: (1) Memorandum from Rocky Martin
(2) Payment #7 Requisition Invoice

See Rocky's memo in the Selectboard packet. If the payment is approved, the Town's unfunded 10% share of the total project cost will be roughly \$60,000. The Buildings & Facilities capital budget shows a repayment schedule for the Town to cover this additional burden. Originally we wanted to commit ourselves to repaying this debt at the tune of \$10,000 per year over six (6) years. Last year we reduced that amount to \$5,000; this year's budget also shows \$5,000 in that line-item. If our FY2013 audit shows more fund balance than needed for application to the FY2015 budget, the Selectboard will want to seriously consider paying down this obligation so we can remove this item from future budgets.

Consider a Motion authorizing the payment of Requisition #7 to SD Ireland for the Recreation Path Project for the amount of \$194,898.41

9. Economic Development Committee

Guests: (1) Joe Colangelo

Enclosures: (1) Memorandum

Joe Colangelo will represent the Economic Development Commission. His memorandum will be available to the Selectboard for review prior to the meeting on Monday. The group started work in February and is mainly responsible for a) determining how to use the town's revolving loan fund; b) work on an economic development plan.

No Official Action Anticipated.

10. Town Administrator Report

- a) **Piggy Back Contracts** – *Consider a Motion to approve and sign the Tax Stabilization Piggy Back Contracts between the Town of Hinesburg and Dan and Matt Baldwin.*
- b) **Delinquent Tax** – *Consider a Motion to approve and sign the Delinquent Tax Warrant as presented to the Selectboard on December 2, 2013.*
- c) **HCS Board/Selectboard Meeting** – See agenda in your packet for December 9th. Be prepared to make this joint meeting successful. If you have questions please ask them in advance.
- d) **Stipends for Volunteer Positions** – As part of the budget process the Selectboard should consider payments for positions like Tree Warden, Health Officer, etc. - those with significant statutory authority and responsibility. Potentially a paid-on call system similar to fire fighters.
- e) **Town Hall Field Aeration** – Tom Ayer can report on the work he did per Selectboard motion last week. Total charge was \$817.
- f) **Kelley's Fields Catch Basin** – AOT crews came to Hinesburg and completed the work on these catch basins last week. They may have caused a little problem, however, at Brian's house at the corner of Kelleys Fields Road. We can discuss at the meeting.

- g) **November Budget Report** – Will be in your packet on Monday.
- h) **Zoning Violations** – Will place in Selectboard packet if given the OK from the Town Attorney.
- i) **Zoning Regulations** – Public Hearing for Energy Efficiency Standards on December 16th
- j) **Village North Sidewalk** – Public Hearing scheduled for December 16th
- k) **Vermont Gas/Addison Pipeline** – Phil Pouech and I met with VGS on November 27th. See proposed pipeline location through Geprags in packet. Scheduled VGS for the December 16th Selectboard.
- l) **Thislte Hill** – Meeting with engineers 1pm on December 3. On location.