



# Annotated Agenda

December 16, 2013

## 3. Public Hearing – Energy Efficiency Standards

- Guests:**
- (1) Alex Weinhagen, Director of Planning & Zoning
  - (2) Planning Commissioners
  - (3) Energy Committee Members
- Enclosures:**
- (1) Town Plan on Webpage: [http://hinesburg.org/townplan\\_current.html](http://hinesburg.org/townplan_current.html)
  - (2) Zoning Regulations on Webpage: <http://hinesburg.org/regulations.html>
  - (3) Notice of Public Hearing: <http://hinesburg.org/announcements/public-hearing-energy-green-building-standards-121113.pdf>
  - (4) Energy Regulation Information: <http://hinesburg.org/planning/energy-regs-revision-info-110713.pdf>
  - (5) Planning Commission Reporting Form: <http://hinesburg.org/planning/energy-regulations-pc-changes-report-110713.pdf>
  - (6) Weinhagen Memorandum Dated October 31, 2013
  - (7) Adopted Energy Efficient Interim Zoning

Enclosure #6 – Alex’s 10/31 memorandum summarizes the topic well – and is worth reviewing before the meeting Monday night. It’s worth noting that the Planning Commission held a Public Hearing on December 11, 2013 where they considered the energy efficiency standard for new homes. They will propose a zoning revision to require the Energy Code Plus (standard) for new homes instead of RBES (Residential Building Energy Standard) which is what the interim zoning proposal meets.

This ECP standard will be forwarded to the Selectboard early 2014; however, this interim zoning needs to be continued per statute by December 19, 2013 or it will sunset and no longer apply to Hinesburg.

*Open the Public Hearing*

*Close the Public Hearing*

*Consider a Motion to extend the energy efficiency interim zoning originally adopted on December 19, 2011 for one (1) additional year.*

## 4. Public Hearing – Village North Sidewalk

- Guests:**
- (1) Doug Henson, Project Engineer
- Enclosures:**
- (1) Sidewalk Map
  - (2) Sidewalk Engineer Drawings

This Public Hearing is a requirement of the State of Vermont’s 2012 Bicycle & Pedestrian Program which is the 90% funding source of this project. The local share will be paid for by NRG and SB Collins – the two (2) landowners impacted by the installation of this sidewalk. If the Selectboard recalls, the original grant application was for funding to install a sidewalk along the east side of Rte 116 from Commerce Street to CVU Road. Half of the original project was funded; therefore, we have funding to install a sidewalk connecting Commerce Street with Riggs Road.

A few months ago we signed a contract with Lamereux and Dickinson for engineering consulting work. Doug Henson will be at the meeting on Monday and will be able to provide the Selectboard with a general overview of

the status of the project and what to expect moving forward. In this instance we have two (2) property owners to work with and they both have been willing partners. This will obviously help reduce hang-ups with the project. There is a reasonable expectation at this time that the sidewalk may be installed as early as this summer.

***Consider a Motion to Open the Public Hearing***

Ask Doug Henson to give a presentation, ask for any public feedback, etc.

***Close the Public Hearing.***

***Consider a Motion in support of this project and authorize its continuance.***

**5. Addison Natural Gas Pipeline**

**Guests:** (1) Stephen Taylor, Right of Way Agent  
(2) Eileen Simollardes, Vice President of Regulatory Affairs, VGS  
(3) Steve Wark, Director of Communications, VGS  
(4) Charlie Pughe, Project Manager, VGS

**Enclosures:** (1) Geprags Map  
(2) Superior Court Documents from 1996 for development of wells.

Phil Pouech, Rocky Martin and I met with Stephen Taylor before Thanksgiving. As I understand it a decision from the Public Service Board is anticipated before the New Year on the Addison Natural Gas Pipeline. While there may be plenty of desire to discuss this project more globally, the point of this agenda item is to really focus the Selectboard's attention on Geprags Park and consider how it may want to move forward with negotiations with VGS for an easement. Let me stress again the importance of focusing this discussion on Geprags only.

The following five (5) items should be touched on Monday night:

1. Overview of project status & timeline;
2. Discuss easement proposal on Geprags Park (some of this conversation can only take place in executive session)
3. Explanation as to why the current route (through Geprags Park) deviated from the original proposed route. The original plans showed the easement abutting the VELCO Right of Way; the new route shows the easement closer to the western boundary of the property line.
4. Discuss this easement as it relates to possible Town water wells;
5. Discuss Geprags covenants.

Representatives of VGS will be available to assist with the discussion.

***No Official Action Anticipated.***

**6. Zoning Violations – Hinesburg Village Center**

**Guests:** (1) Alex Weinhagen, Director of Buildings & Facilities  
(2) Peter Erb, Zoning Administrator  
(3) DRB Members

**Enclosures:** (1) Memorandum from Alex Weinhagen

The Hinesburg Village Center has made headlines lately and it has stirred up a fair amount of community dialogue, both formally and informally. Alex has prepared a memorandum for the Selectboard and will review his report with the Board Monday evening. Clearly there is some value on looking backwards and evaluate what went wrong in this situation but it's more important to look towards the future and put in place some processes and practices that will help ensure something like this doesn't happen again.

**No Official Action Anticipated.**

## 7. Planning Commission Annual Update

- Guests:** (1) Planning Commissioners  
(2) Alex Weinhagen, Director of Planning & Zoning
- Enclosures:** (1) Planning Commission Report  
(2) Planning Commission Webpage: <http://hinesburg.org/planningcomm.html>

This is a time for the Selectboard to discuss work plan and expectations with the Planning Commission. Like other CBC's, the Selectboard meets annually with all its boards; this week the Planning Commission is up to bat.

*No Official Action Anticipated.*

## 8. DRB Annual Update

- Guests:** (1) DRB Members  
(2) Peter Erb, Zoning Administrator  
(3) Alex Weinhagen, Director of Planning & Zoning  
(4) Al Barber, Fire Chief
- Enclosures:** (1) DRB Report  
(2) DRB Webpage: <http://hinesburg.org/drb.html>

Ditto to what is stated above (for Agenda Item #7). This is the annual DRB meeting with the Selectboard. One item to discuss with the DRB could be the idea of purchasing tablet computers. The FY2015 budget includes money for DRB tablets. Al Barber is an anticipated guest because of the need to facilitate better exchange of information between PZ office and the Fire Chief during the project review phase. This also ties in with a budget request from the Fire Department for a part-time (0.5 FTE) funded Fire Chief.

*No Official Action Anticipated.*

## 9. FY2015 Planning & Zoning Budget

- Guests:** (1) Alex Weinhagen, Director of Planning & Zoning  
(2) Al Barber, Fire Chief
- Enclosures:** (1) FY2015 Budget: See November 18 Selectboard Packet  
(2) FY2015 Budget: See webpage: <http://hinesburg.org/budget/>  
(3) FY2015 Planning Budget Narrative  
(4) FY2015 Budget Memorandum from Alex Weinhagen

Items that should receive a reasonable amount of discussion:

1. Staff wages and benefits – Alex's original budget proposal included a request for a 20hr/week planning professional. The Town Administrator's budget reduced the request from \$20,000 to \$10,000 and includes the idea of contracting with the regional planning commission for professional planning services rather than hiring a new staff member.
2. Special Projects – Alex's original budget request included \$18,000 in this line-item. The Town Administrator's reduced the line-item to \$8,500. \$3,500 of that was simply transferred from Planning & Zoning to Technology – DRB iPads. The other items removed from the Town Administrator's recommended budget were: 1) sidewalk feasibility study (\$4,500); Cheeseplant Road Assessment (\$5,000). Items funded by the Town Administrator included: 1) Town Plan Update (\$2,500); 2) Village Stormwater Planning (\$6,000).

3. DRB iPads – The Technology includes \$3,500 for DRB iPads. With a rough estimate, the cost of producing paper DRB packets costs more than \$3,500 per year. Costs included in that figure are paper, toner, and hourly wage for Planning’s Administrative Assistant. The iPad program should pay for itself in less than one year. Paper packets will still be needed, or portions of paper packets, for community members who attend these meetings.

Not only will Alex be in attendance to discuss his budget with the Selectboard but members of the Planning Commission and Development Review Board may be as well – especially in light of some of the other agenda items germane to those two (2) boards.

*No Official Action Anticipated.*

## 10. Rural Area Zoning Discussion

**Guests:** (1) Alex Weinhagen, Director of Planning & Zoning  
(2) Planning Commissioners (potentially)

**Enclosures:** (1) See Selectboard Minutes of November 18 (Selectboard Forum):  
<http://hinesburg.org/minutes/minutes13/sb13-1118.pdf>  
(2) Tom Ayer email to Alex Weinhagen

Tom Ayer indicated his desire for the Selectboard/Planning Commission to consider an amendment to the newly adopted Rural Area Zoning Ordinance which would allow transfers of land between generations within a family more streamlined. This agenda item will allow the Selectboard to discuss Tom’s suggestion in more detail and allow the Board to consider how it might (or might not) approach this concept.

*No Official Action Anticipated.*

## 11. Town Administrator’s Report

- a. **Norris Condo Sewer** – We had an emergency sewer dig near the Norris condos on Silver Street this past week.
- b. **Mason’s Building** – See Selectboard packet for follow-up information from the last meeting.
- c. **Rte 116 Committee** – Alex Weinhagen will update the Selectboard on the status of the Rte 116 Committee’s progress.
- d. **November Budget** – See packet for detailed budget report.
- e. **St George** – I am meeting with St. George’s Selectboard on January 17 to discuss the possibility of offering police services to the Town of St. George. Chief Koss is also invited to attend as are Selectboard members.
- f. **Grand List Errors & Omissions** – *Consider a Motion accepting the changes to the grand list for 2014 as proposed by Marie Gardner, Town Lister, in her October 31, 2013 memorandum to the Selectboard.*
- g. **Planning Commission** – *Consider a Motion accepting Johanna White’s resignation from the Planning Commission.*
- h. **Employee Action** – The Selectboard will be asked Monday to remove CJ Hinchman’s probationary status and offer him full employment with the Town of Hinesburg. A memorandum from staff will be made available Monday evening.