

SELECTBOARD MEETING

DRAFT

APRIL 7, 2014

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

Meeting called to order at 7:00 p.m.

Chief Frank Koss and patrolman Josh Mesec were in attendance to show the Board the new protective vest the department is now using.

Jon awarded Bob Linck with a plaque recognizing and thanking him for his years of service as a member of the Planning Commission.

Cathedral Square/Housing Vermont – Kelley's Field

Cindy Reid of Cathedral Square and Kathy Beyer of Housing Vermont were present to inform the Board of the proposed project they are partnering on with the Kelly's Field housing.

In Dec of 2012 Housing Vermont purchased the property. Cathedral Square Corporation (CSC) and Housing Vermont (HVT) are teaming up to rehabilitate and the preserve the affordability of 24 senior apartments at Kelley's Field. Planned improvements to the property include new roofs, insulation, new windows and siding, new gas boilers, electrical upgrades, updated kitchens and baths, energy efficient lighting, drainage improvements. At least two apartments will be made fully handicapped accessible, and a new accessible entrance will be made to the community room. The work will mostly take place in occupied apartments; however several residents will be temporarily relocated to allow for the work to take place. The result will be an energy efficient, accessible and updated development to continue to serve seniors affordably in Hinesburg.

They will be coming back to the Board in June for the necessary Public Hearing on the project.

Andrea asked about a sidewalk that would extend to where the drive meets Rte 116. Cindy added that to her notes as something to consider.

Tom asked about the residents that will be displaced during the construction. Kathy said HVT will find alternative housing hopefully in Hinesburg and will cover all costs.

The two organizations have successfully partnered on other affordable housing developments. H.P. Cummings is the Construction Manager and will be putting the work out to bid to sub-contractors. The development team is applying for funding from various sources this spring and summer. It is anticipated that construction will begin in October and be completed by next summer.

Leavensworth Road Culvert Issues –

Paul List thanked the Board for the copy of the LaPlatte Corridor Plan and said he found it helpful to understand the big picture and said he is on board with the plan. He did point out that on page 32 of the plan it is noted that the bridge was found to be too small.

The Board noted that at the April 21st meeting they plan to have some of the engineers and others that helped develop the plan present to discuss the plan. Paul thanked the Board and said he will attend the meeting.

Town Administrator's Report

Public Safety Facility – Renae met with Ashar Nelson (Vermont Integrated Architecture) regarding the status of the public safety facility. He stated there is a need for additional funds due the requirements of the Act 250 permitting of the new Police station, final landscaping of the police station, etc. that weren't included in the original budgeted amounts. Information is included in the SB packets.

The Board said they needed clarification on the issue of the “shad” tree and parking area. The Board discussed and agreed it was appropriate to use impact fees for the required screening at the Fire House and for the additional road work.

Lot 31 – The 5.36 acres of land on the western edge of Creekside was officially transferred to a group of abutting landowners. This closing took place on Tuesday, March 25th. The covenants in the Deed require that the land is forever conserved and will remain as open space with public trail easements.

Bissonette Recreation Fields – Renae spoke with Roger Kohn regarding the transfer of land from the Bissonette's for the recreation fields. They are in the process of completing the title search and including the final deed language in the Warranty Deed. He stated we are approximately 2 weeks out from closing.

AT&T Towers – The Planning Commission submitted comments to the Public Service Board regarding the VTel wireless communication facility at 1570 Baldwin Road. A copy of this letter is included in the SB packet. Andrea noted the letter needs to be re-submitted to the Public Service Board.

Well Development Update – The second well that was drilled at the Wainer property has proven to be extremely successful. Rob Frost (Vermont Well & Pump) called on the afternoon of March 31st to report that they had hit incredible flow at about 595 feet-over 250 gallons per minute and probably 300. This well looks very promising; however, we won't know the final yield until the pump test is performed.

VT Gas Systems Negotiation – the counter proposal from VT Gas had not been received yet so no action will be taken.

Employee Health Insurance – Town employees who are purchasing health insurance through the Town of Hinesburg began their new Vermont Health Connect plans on April 1st. VHC is still not ready to process payments so we will continue working directly with Blue Cross/Blue Shield.

Water/Wastewater Budget Timeline -

FY2015 Water/Wastewater Budget Timeline

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| 3/24 | Initial email to start process |
| 4/18 | Rocky submits budget to Renae |
| 4/21-4/25 | Rocky, Phil & Renae meet to review budget |
| 4/28-5/2 | Prepare narrative & budget for the SB |
| 5/5 | Initial intro to S.B. @ meeting (no discussion) |
| 5/19, 6/2 | SB discusses budget in open session |
| 6/16 | SB Adopts Budget & New Rates (if needed) |

Andrea asked if the budget will include any funding for the new well. Renae said it will not

Organizational Cultural Analysis – Ann Janda, Hinesburg resident and University of Vermont Master of Public Administration (MPA) student, has written an organizational cultural analysis, using Hinesburg Town Hall as her study, for her MPA class. The project's purpose was to gain insight into the culture of an organization in order to identify areas that are working well and areas that may need adjustment as supported by social science and best practice literature. Ann will present her information at the April 21st meeting.

Haystack Development Comments - The Selectboard received comments regarding the Haystack Development from Bob & Barbara Forauer. This is currently an active DRB application so it would seem more appropriate to leave this as information for the DRB to discuss during their meetings on this application. The Development Review Board and the Planning Commission were also copied on this correspondence. As with all comments regarding specific applications, it will be distributed for the public and the DRB at the next meeting where the Haystack/Black Rock application is reviewed.

Champlain Housing Trust – Green Street Village Apartments – Renae has been working with Amy Demetrowitz to gather all of the necessary documentation in order to submit the VCDP Community Development Block Grant on behalf of Champlain Housing Trust by the April 8th deadline.

Selectboard items

Tom said he met with a fundraiser who advised him of a \$25,000 grant opportunity for the Bissonette Field project. The requirement for the grant is to perform some type of community service. Tom was thinking of partnering with Green UP Day and have youth program kids help residents who are not able to do so clean up their property.

Andrea updated the Board on the CY Grant that will partner with HCRC which will include physical activity opportunities.

Andrea also noted that Alex submitted to the RPC the sidewalk feasibility study project looking at the segments the Town is interested in building.

Andrea talked about the physical setting of the SB meetings and would like the Board to consider how they might configure the set up to encourage more interaction among SB members and have the public in attendance engaged in the meeting.

Tom asked about the Village North proposed sidewalk north of Patrick Brook in relation to the location of the power poles with sidewalk maintenance. Renae will check with Rocky.

Phil updated the Board on work done by the TA search committee and reviewed the timeline with the Board. The SB members then participated in an exercise that the committee members completed. Each wrote several attributes that they felt were important skills for the TA to have. Results were then grouped together according to similar attributes and the Board discussed each.

Warrants

Phil moved the Board vote to approve the warrants, including payroll, as submitted by the Town Treasurer. Second by Mike B and approved.

Minutes

Andrea moved the Board vote to approve the minutes of 3/24 as amended, second by Phil. During review it was discovered that a portion of the meeting was not included so the motion was withdrawn with approval of the minutes to be taken up at the next meeting.

Jon noted that in the minutes of March 10 the information on a motion made coming out of executive session was not given to the recording secretary. Effective as of the March 10 meeting the Board voted to approve transitioning Renae Marshall to the interim Town Administrator position and hired Freeda Powers as interim administrative assistant to Planning and Zoning.

Mike B moved the Board go into executive session, including Renae, to discuss health care for two staff members, contract negotiations regarding the Public Safety Facility and union contractual discussion. Second by Phil and approved.

Mike B moved the Board come out of executive session and adjourn, second by Phil and approved.

Respectfully submitted,
Valerie Spadaccini, secretary