

**Town of Hinesburg
Selectboard Meeting
July 24th, 2014
*Draft***

Members Present: Jon Trefry, Mike Bissonette, Andrea Morgante, Tom Ayer, Phil Pouech.

Members Absent: None.

Also present: Trevor Lashua, Renae Marshall, Freeda Powers (Recording Secretary).

Public Present: Marge Sharp.

John T. chaired the meeting, which was called to order at 7:00 pm.

Non Agenda Items: There were no comments for non-agenda items. Jon T. made an addition to the agenda under Selectboard Forum business to discuss a proposed contract with St. George for police coverage.

Honor Service to Village Steering Committee: Acknowledging a letter of resignation, the Board offered thanks for Jane Starkweathers' years of service on the Village Steering Committee and for many years on the Board of the Carpenter-Carse Library. The Selectboard has a plaque to present to Jane before she and her husband move at the end of the month. She was unable to be here for tonight's meeting.

Hinesburg's FY2015 Tax Rate: Mike B. made a **motion to apply \$142,500 of Fund Balance and to set the FY2015 Tax Rate at \$2.1189 and the non-residential tax rate at \$2.0788.** Andrea M. **seconded the motion.** The Board voted **5-0.** The Board discussed the Fund Balance after a more complete wrap up of FY2014 expenditures and review by the town treasurer. This year's tax rate is an increase over last year of approximately .85 cents.

Extension of Hours for P&Z Assistant: The Board reviewed a request from the Planning & Zoning department head, Alex Weinhagen, which asks to extend previously approved full-time hours for the position of Planning & Zoning Assistant, currently held by Freeda Powers. The request asks for an extension of full-time hours through August 1st at the time the new Town Administrator begins their position. After some discussion, the Board agreed to accommodate this request and to extend the full-time hours through August 8th and to revisit the work load requirements and hour division between the position of Planning & Zoning Assistant and Town Administrator Assistant at a meeting August 7th. Jon T. made a **motion to approve the request to extend the increased hours of 40hrs per week for Freeda Powers in her role as the Planning & Zoning Administrative Assistant and Recording Secretary for the Town of Hinesburg through August 8th, 2014.** Phil P. **seconded the motion.** The Board voted **5-0.**

Agreement with Aldrich & Elliot: The Board discussed an agreement with Aldrich & Elliot for engineering services covering testing and permitting of the two new wells drilled on Brad Wainers' property. The agreement is for \$95,900.00; this cost was included in our state revolving loan

application. The state has reviewed and approved the application and this agreement. Funds will be programmed for reimbursement as soon as this agreement is executed. The agreement covers work already done, work in progress and work necessary in the future to do all testing, applications to the state and sufficient preliminary engineering to get a bond vote. That bond vote is anticipated in November. Anticipated construction period to begin March/April 2015. Rocky M. says the 5 day pump test was completed on Monday and was very successful.

Andrea M. made a **motion to sign the agreement with Aldrich & Elliot in the amount of \$95,900.00 to provide engineering services for source permitting of two new wells located on Brad Wainers' property.** Tom A. **seconded the motion.** The Board voted **5-0.**

Contract for Sidewalk Project in Village: The Board discussed a contract for the Rte. 116/Village Sidewalk Construction project. Rocky Martin said we received six bids, which he feels was a good turn-out. The spread in those bids was between \$227,000-\$305,000.

Mike B. made a **motion to award the contract for Construction Inspection Services for the Rte. 1116 sidewalk project from Charlotte Road to HCS to Staff Sterling Management in the amount of \$30,240.00 and to authorize the Selectboard Chairperson to sign the contract.** Andrea M. **seconded the motion.** The Board voted **5-0.**

Andrea M. suggested contacting and notifying the public regarding the potential for reduced capacity and increased traffic on Rte. 116 as a result of this work. Rocky M. said traffic impacts will be minimized to the extent possible and two-lane traffic will be maintained as possible. Overall, there will be some impacts but the project is doable.

Town Administrator Report: Renae Marshall said the new Open Meeting Law requires a minimum of two locations for additional postings of agendas outside of the Town Hall location. Currently, we post agendas for municipal meetings at the following locations: The Library, Laundromat, Post Office, Lantman's Market, and Town Hall. The Board discussed, and agreed to the following locations to be the designated public postings locations: Town Hall, Post Office, Lantman's Market. Additional locations may be used for posting of agenda materials at the will and discretion of the Board Chair(s) so long as the designated locations are also posted. Phil P. **made a motion to name the following locations as the formally designated public posting sites for municipal meeting agendas: Town Hall, Hinesburg Post Office and Lantman's Market.** Andrea M. **seconded the motion.** The Board voted **5-0.** Renae M. suggested a binder clip to be placed at these locations to hold agendas in an organized way which allows people to review past agendas as well. Other locations considered but rejected were HCS and Merchant's Bank.

Renae M. also discussed with the Board upcoming training opportunities regarding the new Open Meeting law. She sent to the Board via electronic mail a list of potential training opportunities offered by VLCT. There is a fee for them to come to us for a training (\$415), and the Board felt that this was the most appropriate use of the training as it could be held on a Monday evening and be broadcast and recorded by VCAM. The Board felt it would be best for each town committee, board

and commission to send at least one (more if possible) representative to the training. The Board felt the training should take place within the next 3-4 months.

The Board discussed their upcoming schedule for September and agreed to meet on the 8th & the 22nd and to return to meeting on the 1st and 3rd Mondays come October. Andrea M. suggested that the last Monday in September (9/29) might be a good date for the VLCT training on the new open meeting law.

The Board as received a submitted proposal for the former police station site. The proposal will be discussed at the August 21st meeting in detail. Tom A. said parking at that location remains a concern regardless of the proposal.

Selectboard Forum: Jon T. explained a proposed contract between the town of St. George and our local Police Department which would allow Hinesburg PD to cover traffic control and police emergency response in St. George for 1.5hrs/wk. No action is required on this item. Chief Frank Koss feels that the request is feasible and is okay with the request. Andrea M. voiced her concern that the response time to escalated calls may result in more than 1.5hrs/wk requirement from our police department. Phil P. said he understands Andrea M.'s concerns and that this will be good to clarify with the Chief. Overall, the Board was favorable to the request.

Phil P. said he has met with the Conservation Commission regarding the Geprag property and the VT Gas line as they relate to the protection of the Warbler and its' associated habitat.

Andrea M. said she would like to keep information and progress moving on the town Highway Garage. Renae M. said there will be a meeting next week with Rolf and Mike looking at other town garages and collecting estimates and data. They will then be going over the numbers. Mike B. asked if consideration is being given to the potential impacts to Beecher Hill Road. Andrea M. said access and impacts are an important part of site plan review and will certainly be considered.

Tom A. said there is progress with the Bissonnette Recreation Fields project. Renae and Alex will be meeting tomorrow to review the project application and get it on the DRB review schedule.

Phil P. asked if there have been applications received for the open position of Waste Water Manager. Renae M. said yes, applications for the position are coming in.

Tom A. said the Creekside lot closed a while back and should be discussed. Mike B. said the money went into a land sales account.

Jon T. suggested the Board review the Union negation status in executive session this evening. Additionally, he said, they will have discussions with the town attorney regarding an ongoing civil matter.

Consider Approving Warrants: Mike B. made a **motion to approve the warrants**. Andrea M. **seconded the motion**. The Board voted **5-0**.

Consider Approving Minutes: Andrea B. made a **motion to approve as amended the minutes from 7/10/14**. Mike B. **seconded the motion**. The Board voted **5-0**.

Executive Session/Legal Matters & Union Negotiations: Phil P. made a **motion to go into executive session.** Mike B. **seconded the motion.** The Board voted **5-0 and entered executive session at 8:21pm.**

The meeting adjourned at ***pm.

Respectfully Submitted,
Freedra Powers---Recording Secretary

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