



Annotated Agenda

August 7, 2014

4. Energy Efficiency Standards /Zoning Regulations Revision Proposal

Guests: (1) Alex Weinhagen, Director of Planning and Zoning

Enclosures: (1) Memo from Alex on the proposed changes, timeline, process
(2) Proposed changes to the zoning regulations and clarifying language
(3) Email from Peter Erb, Zoning Administrator

The memo from Alex provides a concise summary of both the issue and the potential next steps. Essentially, with interim zoning and the one-year “action clock” on the Planning Commission’s proposed changes both set to expire in December, the Selectboard has about four months to act on the proposed switch in energy standards. The proposal is to move towards the standards established in Efficiency Vermont’s “Energy Code Plus.”

The chairs of the Planning Commission and Energy Committee are also likely to attend.

5. Revised Zoning Fee Structure

Guests: (1) Alex Weinhagen, Director of Planning and Zoning

Enclosures: (1) Memo re: Planning and Zoning Fee Schedule Revision (additional information on 3rd party review)
(2) Email from Alex re: DRB hiring of independent engineers
(3) Draft fee schedule (dated 5/15/14)
(4) Email from Peter Erb, Zoning Administrator, re: proposed fees
(5) Information re: fees in other communities

The enclosures are a mix of materials the Board has received previously (the draft fee schedule) and additional information requested during the prior discussion (the items on 3rd party review).

6. Hinesburg Center Pocket Park

Guests: (1) Alex Weinhagen, Director of Planning and Zoning

Enclosures: (1) Email from Alex re: Hinesburg Center escrow agreement
(2) Town of Hinesburg DRB Findings of Fact, Conclusions, and Order
(3) Escrow Agreement (dated 4/24/14)
(4) Email from Alex re: 5/19 Selectboard meeting

The escrow agreement is for a second pocket park in the Hinesburg Center development. The escrow agreement should ensure that the second pocket park is constructed as envisioned during a future development phase in the area behind Kinney Drugs.

Consider a Motion to authorize the Selectboard chair to sign the escrow agreement, which provides financial surety that the Hinesburg Center, LLC will install a second pocket park in the Hinesburg Center development project pursuant to the Hinesburg Development Review Board's January 28th, 2014 decision.

7. Barrows Zoning Fee Refund Request

Guests: (1) Alex Weinhagen, Director of Planning and Zoning

Enclosures: (1) Letter for Chuck and Laura Barrows requesting a refund of fees paid or an extension of the permit
(2) Fees paid by the Barrows in early 2011
(3) Memo from Peter Erb, Zoning Administrator, to Chuck Barrows (dated 7/14/14)

The Barrows were issued a permit to build a garage and paid the requisite permit fees in 2011. In conversations with Peter, and in a letter to Renae, they state that they are unable to construct the garage due to wetness on the property. The Barrows are requesting either a refund of the fees (totaling \$640.52) or an extension on the permit. The permit has expired, so an extension is not possible. The situation is best viewed as unique and is not intended to set a precedent related to the refund of permit fees paid, nor should the refund be viewed as recognition of any relative level of wetness on the property.

Consider a Motion to refund \$640.52 in zoning permit fees paid to Chuck and Laura Barrows.

8. Authorization to Remove a Fence on Richmond Road

Guests: (1) None

Enclosures: (1) None

Specific authorization to remove the fence is requested prior to its removal. Removal of the fence would likely occur during the week of 8/11-8/15.

Consider a Motion to authorize Public Works personnel from the Town of Hinesburg to remove a fence located along Richmond Road at 21 Hidden Pasture Road.

9. Intermunicipal Police Agreement with St. George

Guests: (1) Police Chief Frank Koss

Enclosures: (1) Memo from Chief Koss re: St. George police contract (dated 7/24/14)

(2) Draft, “Intermunicipal Agreement for Police Services Between the Town of Hinesburg and the Town of St. George”

The draft agreement calls for approximately 72 to 75 hours of traffic enforcement in St. George annually (averaging 1.5 hours/week). The agreement will not compromise the Town’s public safety services, and the provision of this service will result in revenue for Hinesburg.

Consider a Motion to approve the, “Intermunicipal Agreement for Police Services Between the Town of Hinesburg and the Town of St. George,” for FY2015.

10. Lot 31 Funds Discussion

Guests: (1) None

Enclosures: (1) None

The requested discussion is about using the Lot 31 funds for the Bissonette Family Fields project.

11. Town Report Discussion

Guests: (1) None

Enclosures: (1) None

This is intended to be a quick, initial discussion on potential changes, additions, deletions (and so on) to the annual Town Report.

12. Ratification and Signing of Agreement with AFSCME

Guests: (1) None

Enclosures: (1) None

With both sides now in agreement as it relates to the contract’s content, what remains is the formal ratification and signature. During the review process an issue with the section on agency service fees was identified – the language needs to be altered slightly to comply with recent (2013) changes in State law capping agency service fees (the amount an employee represented by the bargaining unit pays should he/she choose not to join the bargaining unit) at 85% of the dues amount. This will be reflected in the final agreement. No current employees represented by AFSCME pay agency service fees.

Consider a Motion to ratify the agreement between the Town of Hinesburg and AFSCME Local 1343 for a three-year term beginning July 1, 2014 and ending June 30, 2017, and to authorize the Selectboard chair to sign the agreement.

13. Town Administrator’s Report (Any of these items can be discussed during the SB Forum if you would prefer)

1. Transition – As you are aware, Friday, August 1st was the first day. These early days (as of this writing it is plural...) of the transition period have been focused on

getting everything up and running, meeting with folks, and preparing for the 8/7 Selectboard meeting. At the 7/24 meeting, we briefly discussed making this a regular discussion item with a “check-in” at the 8/7 meeting.

2. On-site VLCT training – Renae contacted VLCT and has scheduled training with Sarah Jarvis from the Municipal Assistance Center for Monday, September 22nd. We’ll work with Sarah in the coming weeks to design a broader training protocol for the event. VLCT lists examples of its custom workshops on its website, which can be accessed [here](#). The recent changes to the open meeting law will be a core component of the training. In the meantime, every effort will be made to connect with the members of the various boards, committees, and commissions to make sure attendance is as robust as possible.

3. Memorial Park tree planting – Renae, Mike Buscher (of the Village Steering Committee) and I met with a pair of VTrans’ operations division employees about the proposed planting of elm trees along the Route 116 edge of the park. The discussion was a good first step in what could be a lengthier process than originally anticipated. We discussed tree placement, species, and canopy cover. More than once it was suggested that Hinesburg explore converting the section of Route 116 running through the village to a Class 1 Town Highway. A broader discussion is tentatively scheduled for the Board’s August 24th agenda.

4. Route 116 Sidewalk project (Charlotte Road to HCS) – The sidewalk project has begun. Traffic may be affected at times, with a reduction in lanes possible. The project is slated for October completion. The Town’s website will feature a note similar to this one and notice of the project’s start will be disseminated via Front Porch Forum. Renae, Alex, and I met with the co-principals to discuss safety concerns. The main concern is the crosswalk spanning the intersection of Route 116 and Silver Street during the morning hours. The conversation was a productive first step in understanding the concerns of the co-principals, and will be on-going.