



# Annotated Agenda

September 8, 2014

## 4. Public Hearing – proposed energy standards for new residential construction

**Guests:** (1) Planning Commission and Energy Committee members

**Enclosures:** (1) The proposed changes  
(2) A “Q and A” from the Planning Commission and Energy Committee  
(3) Alex’s memo from July on process and timing  
(4) Municipal Guide for Vermont Energy Codes and Above-Code Programs  
(5) Vermont Residential Building Energy Code  
(6) Tier Comparison and Incentives (comparison of Efficiency Vermont’s Energy Code Plus standards, the State energy code, and Energy Star)

As was mentioned last time, the, “clock” runs out on interim zoning and the proposed standards in December. If the Selectboard doesn’t take action prior to the expiration dates of both pieces, then the State’s default energy standards for new residential construction will become the standard in Hinesburg. The proposed change from the Planning Commission is to implement Efficiency Vermont’s Energy Code Plus standards – which are seen as more stringent than the State’s baseline standard but not as stringent as what the Energy Star standards have become.

The Selectboard could act as early as Monday night, following the close of the hearing, though action is not anticipated at this time.

## 5. Old Police Station Proposal Presentation #2

**Guests:** (1) Michael Bissonnette  
(2) Possible other members of the committee (listed on page 2 of the proposal)

**Enclosures:** (1) Police Station proposal from the committee

Michael and others will present this group’s proposal. September 1<sup>st</sup> was the deadline for proposals to be submitted. In total, two groups will have submitted ideas to the Selectboard. There are three things to discuss, either on Monday night or at a future meeting: 1) how proposals will be evaluated; 2) how a decision will be made; and 3) when a decision will be made by.

Through a pair of telephone conversations with the Town's insurer (VLCT PACIF), it does not appear that replacement of the furnace would be covered by insurance. Some of the damage resulting from the bursting pipes could be covered (such as the damage to floors, walls, etc.) on an actual cash value. Staff is exploring a change in the insurance coverage for the building that would lower the associated insurance premium costs while ensuring adequate coverage relative the current condition and occupancy (or continued lack thereof) of the structure.

## **6. Silver Street Sidewalk**

**Guests:** (1) Rocky Martin

**Enclosures:** (1) Memo from Rocky Martin, which includes project pricing details

With Don Weston's crew onsite, Rocky asked about building the Silver Street sidewalk spur to connect with the new "Village South" sidewalk (Charlotte Road to Hinesburg Community School). The cost to build the spur is \$22,685.70, and takes advantage of the unit pricing the Town received through a competitive bidding process (for the Village South sidewalk) and the fact that the contractor's equipment and personnel are already on-site. The developer of the Silver Street condominiums placed \$7,000 in escrow for this purpose, and the remaining \$15,685.50 could be paid for using sidewalk reserve funds or fund balance (if the sidewalk reserve funds available are insufficient).

*Consider a motion to authorize the Selectboard Chair to sign an agreement with Don Weston to construct a sidewalk from the intersection of Vermont Route 116 and Silver Street to the Silver Street condominiums in the amount of \$22,685.50; with \$7,000 from escrow funds and \$15,685.50 from the sidewalk reserve fund or fund balance, if necessary.*

## **7. Reserve Funds**

**Guests:** (1) None

**Enclosures:** (1) FY13-14 Sewer and Water reserves  
(2) FY13-14 Reserves (other)  
(3) FY14 Capital reserves

The tables for the FY13-14 Sewer and Water reserves and the FY13-14 Reserves (other) are similar to past years. The FY14 Capital reserves are presented differently, to try to provide a better description of both the allocated funds and the unallocated fund balance.

*Consider a motion to accept the reserves for FY14 as presented.*

## **8. VLCT Town Fair voting delegate**

**Guests:** (1) None

**Enclosures:** (1) Proposed 2015 VLCT Municipal Policy

Each municipality can designate a voting delegate for VLCT's Town Fair. The delegate participates in the annual meeting, which focuses on discussing and adopting the Municipal Policy – which in turn sets the advocacy priorities for the upcoming legislative session. Town Fair is in Essex on October 9<sup>th</sup>. The delegates are usually a mix of Selectboard and City Council members, mayors, managers and administrators, and clerks. The Town Administrator served as Hinesburg's voting delegate last year.

I will be attending Town Fair, mainly for the annual meetings of PACIF and the health and unemployment insurance trusts (to see what may be gleaned relative to insurance costs or other potential programmatic changes). The day includes workshops and vendor exhibits. To check out the full schedule of Town Fair events, visit [www.vlct.org](http://www.vlct.org).

*Consider a motion to name a voting delegate to represent the Town of Hinesburg at VLCT's 2014 Town Fair.*

**9. Local Emergency Operations Plan (LEOP) Adoption**

**Guests:** (1) None

**Enclosures:** (1) LEOP for Hinesburg

Fire Chief Al Barber, who doubles as the Town's emergency management coordinator, has prepared the local emergency operations plan for Hinesburg. The goal is to adopt the plan annually by May 1<sup>st</sup>. Once the plan has been adopted, either the Selectboard Chair or the Town Administrator certifies as such – provided that the individual signing has completed the appropriate emergency management programming. The programming is free, but the online course takes three hours and includes an exam. The proposed motion asks the Selectboard to adopt the local emergency plan, and I will take the online incident command course (and hopefully pass the exam...) to be able to certify that the adoption occurred.

*Consider a motion adopting the local emergency operations plan for Hinesburg.*

**10. MTBE Settlement Agreement**

**Guests:** (1) None

**Enclosures:** (1) A copy of the MTBE settlement agreement from Baron and Budd

The settlement agreement has been reviewed by Bud Allen, and is ready for formal acceptance and signature. The gross settlement award is \$622,533.57, of which the Town will net somewhere between 1/3 and 1/2 (more likely 1/2, or \$311,267). A later discussion will be needed to determine how best to use the settlement funds.

*Consider a motion to accept the proposed MTBE settlement agreement as presented by Baron and Budd, and to authorize the Selectboard Chair to execute the agreement.*

## 11. Winter Farmers' Market – wine vendor and samples

**Guests:** (1) None

**Enclosures:** (1) Proposed Town Hall rental agreement on behalf of the (indoor) winter Farmers' Market.

For the previous two seasons of the (indoor) winter Farmers' Market, the Selectboard has approved allowing wine vendors to serve samples. Based on the digital trail, it does not appear that the Town Hall rental/use policy has been amended to allow alcoholic beverages to be served and consumed in Town Hall. In 2012 the Selectboard authorized the service of wine samples for specific market dates. At the time the Town's insurer (VLCT PACIF) indicated that the activity is okay. The Hinesburg Lions Club is asking that the wine vendor or vendors be allowed to serve wine samples on October 18<sup>th</sup>, November 22<sup>nd</sup>, and December 20<sup>th</sup>. The proposed motion is similar to the one approved in 2012.

*Consider a motion to allow wine-tastings at the Hinesburg Winter Farmers' Market on October 18, November 22, and December 20, 2014 in Hinesburg's Town Hall, with final authorization granted by the Town Administrator once a vendor shows proof of necessary state permits to be an authorized wine vendor at a farmer's market.*

## 12. 1<sup>st</sup> Class Liquor License Application – Frost Beer Works

**Guests:** (1) None

**Enclosures:** (1) 2<sup>nd</sup> Class Liquor License Application

This is an application for a 2<sup>nd</sup> class liquor license for Frost Beer Works, LLC. The brewery will take up 1,200 square feet of the 6,200 square foot space currently home to Minuteman Press. The liquor license would cover the service of samples, and other sales (growlers and the like, bottles or cans, etc.).

*Consider a motion to approve the 2<sup>nd</sup> Class liquor license for Frost Beer Works, LLC, to be located at 171 Commerce Street.*

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

**1. Transition** – Andrea is this month's scheduled "sitdown." Staffing is back to the budgeted levels.

**2. Selectboard Retreat** – So far an informal poll and a Doodle poll have been unsuccessful in determining the best date and time for all five Selectboard members for this year's retreat. Please bring your calendars, smartphones, or other appointment making/keeping devices and we'll see if we can't find a winning date and time combination.

**3. Water System/Supply Bond Vote** – We had a brief staff meeting to discuss timing, the bond bank application process, and what the necessary next steps are. Key to moving forward is the estimated construction number from the consulting engineer,

which is in the process of being created. When working back from November vote date, a special meeting is likely necessary in late September to adopt a necessity resolution and warn the bond vote.

**4. Shelburne Falls Road** – On Thursday morning I meet with the Shelburne Town Manager and a group of engineers at Trudell Consulting Engineers (TCE) in Williston to talk about safety and other improvements for Shelburne Falls Road. The potential improvements range from more immediate and lower cost (tree removal, painting, signage, coordinated speed enforcement, etc.) to longer-term changes (such as the road geometry). TCE is scheduled to present its report on the Hinesburg section of the road to the Selectboard on October 6<sup>th</sup>. Part of the conversation about the road is to think about the improvements in total, as opposed to a Shelburne-piece and a Hinesburg-piece.

**5. Street trees discussion** – As of this writing, no word has been received from the Agency of Transportation regarding the Town's letter about the street tree plantings in Memorial Park. CCRPC and VLCT are engaging VTrans on the on larger policy questions related to street trees.

**6. Highway Garage project** – We are working on finding estimated construction costs (per square foot), using recent municipal highway garage projects as a guide. Initial data from a recent project in Ferrisburgh is encouraging. The coming months are important in developing a project budget and site plan, particularly if Town Meeting is the target date for a vote.

**8. Hayden Hill East** – Mike Anthony reported that quite a bit of work is being done on the Class 4 portion of Hayden Hill East without the Town's authorization. The Town is looking into this, and also possible courses of action (if necessary). Mike has already spoken with the landowner performing the work.

**9. Capital Improvement Plan and Budget** – Lee Krohn at CCRPC will be finalizing his report and recommendations on the CIP and corresponding capital budget process. At the same time, work is beginning on building the next five year capital program – which in turn informs the capital budget.