



Annotated Agenda

October 6, 2014

2 and 3. Public Comment and Additions/Deletions to the Agenda

Guests: (1) None

Enclosures: (1) None

The proposal to change “Non-agenda items” to “Public Comment” comes from the 9/22 training on the open meeting law. Any necessary changes to an agenda can still be made during the “Additions/Deletions” item, though the best practice is to schedule an item for a following meeting. “Public Comment” still allows the community to talk to the Board about matters that may not be on the agenda. The general aim of this change is better compliance with the open meeting law.

4. Public Hearing on the proposed water supply and treatment bond

Guests: (1) Rocky Martin
(2) Joe Duncan, Aldrich and Elliott

Enclosures: (1) Informational mailer on the project
(2) Water supply and treatment project summary, source capacity and requirements, and site plan

Statute (17 V.S.A. § 2680 (g)) requires municipalities to hold at least one public hearing prior to a bond vote. The Town has scheduled three (10/6, 10/20, and 11/3). The 11/3 informational meeting and hearing is the one that meets the statutory requirement (“The hearing shall be held within the 10 days preceding the meeting...”). Notice of the October 6th hearing was published in this week’s editions of *The Citizen* and the Hinesburg Weekly Report, and in the informational mailer.

The informational mailer is the finished version of the draft that the Board reviewed at its 9/29 meeting (it was presented as a duo-fold then, rather than as a tri-fold).

All of the informational items have been readied for the website (www.hinesburg.org) and should be placed there in short order.

5. Interviews for the two openings (one regular, one alternate) on the Development Review Board (DRB)

Guests: (1) Andrea Bayer
(2) Kevin Cheney
(3) John Lyman

Enclosures: (1) Application from Andrea Bayer
(2) Application from Kevin Cheney

(3) Application from John Lyman

There are currently two open seats on the DRB – one for a regular member and one for an alternate. Andrea Bayer is currently an alternate and is interested in becoming a regular member. Both Kevin Cheney and John Lyman have stated an interest in serving as either regular or alternate members. If Andrea Bayer is appointed as a regular member of the DRB, a second alternate's seat would be open. The terms for the regular and alternate member openings expire on 01/01/16.

Consider a motion appointing one of the applicants as a regular member of the Development Review Board for a term to expire on January 1, 2016; and one of the applicants as an alternate member of the Development Review Board for a term to expire on January 1, 2016.

6. Request to close portions of Farmall Drive and Fredric Way for a Halloween event

Guests: (1) Bill Moller, on behalf of the Creekside Community Association

Enclosures: (1) Email from Bill Moller requesting the closure.

The Creekside Community Association is asking to close most of Farmall Drive and all of Fredric Way from 6 p.m. to 8 p.m. on October 31st (a.k.a. Halloween). The request only restricts general vehicular access for that time, from a point near the intersection of Farmall Drive and Kaley's Way. Chief Koss supports the closure to allow for safer Halloween activities, and the Hinesburg Community Police will handle the closure of the two roads.

The adopted road policy and standards require action of the Selectboard for the scheduled closure of a road. The Board granted this request last year, and by all accounts the event went well.

Consider a motion to close Farmall Drive and Fredric Way, beginning at a point near Kaley's Way, from 6 p.m. to 8 p.m. on October 31, 2014.

7. Honor Bill Moller for his service on the Development Review Board

Guests: (1) Bill Moller

Enclosures: (1) None

As Bill Moller will be in attendance for the item above, this is also an opportunity to thank him for his service on the DRB. Bill served between November 2011 and August 2014.

8. Discuss proposed changes to the zoning regulations (energy efficiency standards)

Guests: (1) None

Enclosures: (1) None

The requisite public hearings have been held, with no others required unless changes are made to the proposed regulations or otherwise desired to solicit public feedback. The deadline for a decision is, effectively, mid-December.

At that point, the expiration dates on both the interim zoning and proposed changes will have passed. The full suite of informational materials is in the packet folder for the September 8th meeting. This is intended as a general discussion on the proposed changes, and to identify any additional information desired or required.

9. Discuss next steps regarding the Old Police Station

Guests: (1) None

Enclosures: (1) None

The deadline has come and gone for the submittal of ideas. The three main ideas are (in no particular order):

- Sell the building “as is” for commercial occupancy (which is restored in the process).
- Retain the building for current or future municipal use (either as a “community center” or for staff offices).
- Remove the building, relocate the memorial from Memorial Park, and create more green space.

Determining how the Board wishes to make a decision – and what it needs to make that decision – are the next steps. There are two choices that immediately come to mind:

1. Determine the building’s fate as a Board.
2. Seek recommendations from a committee, comprised of interested members of the community and staff, prior to making a decision.

A committee could be formed in short order, with interviews scheduled for as early as 10/20 (if that is the desired course of action for appointment). The committee could be given a finite timeline with a charge to deliver recommendations by December 1st. If time is not a concern, then the building can be winterized while the committee process plays out.

10. Consider adopting the Local Emergency Operations Plan (LEOP)

Guests: (1) None

Enclosures: (1) Emails from Lee Krohn, CCRPC and Emily Harris, State Department of Public Safety, regarding adoption of an LEOP
(2) The complete LEOP

The deadline for adopting the LEOP is normally May 1st. Hinesburg, along with other towns delinquent in this task, has been given until October 23rd to adopt its LEOP. Adopting the LEOP by October 23rd may make the Town eligible for higher reimbursement levels in emergency funding situations. What is not clear at this time is whether or not the Town has also adopted the State’s Road and Bridge standards incorporating the 2013 changes put forth by the State. The Town did adopt the standards in 2011. If the Town hasn’t adopted the updated standards, than it may not be eligible for the higher reimbursement rates until it does.

Consider a motion adopting the 2014 Local Emergency Operations Plan for Hinesburg.

11. Town Administrator’s Report

- a. **Quinn property on Mechanicsville Road** – Staff will deliver a letter outlining the work done to date to address the various concerns, as well as the next steps to address outstanding concerns related to the driveway. Scheduling and overseeing the work on the driveway will be the purview of the property owner; the Town will provide the funding.
- b. **FY16 Budget** – Worksheets and materials are in the hands of the Department Heads, and due back to the Administrator’s office by October 17th.
- c. **Grand List average annual growth update** – With the assistance of Marie Gardner, a better grand list growth number has been obtained for projection and planning purposes. Between FY07 and FY15, the grand list grew at an average annual rate of 1.08%. For budgeting purposes, a more conservative figure (0.5% or 0.75%) may be prudent.
- d. **Jiffy Mart sidewalk and rain garden** – The Planning and Zoning department has been working with the owners of the Jiffy Mart regarding the construction of the sidewalk along Shelburne Falls Road and repairs to the rain garden on the site. The work on both is scheduled to begin on 10/8, which is later than expected. A notice of violation had been issued in September. If both pieces are taken care of, then no further action is required. If not, the matter may be before the Board on 10/20.
- e. **Health Officer’s request for “ticket book”** – The Health Officer has asked if he may have a “ticket book,” which would enable him to issue civil violation tickets. Given that this is a departure from current policy, the matter has been tentatively scheduled for the November 3rd meeting for the Board to discuss and decide.
- f. **Oak Hill Road** – The section of Oak Hill Road owned by St. George will be closed Saturday, October 4th for culvert repairs. The closure is estimated to begin at 7 a.m. and end around 4 p.m.
- g. **CCTA General Manager search update** – The search for a new general manager has entered a public phase. The release from CCTA included in the packet provides more detail.