



Annotated Agenda

01/18/16

4. Discussion of Potential Purchase of Solar Trackers at Wastewater Lagoon

Guests: (1) Beth Sengle, AllEarth Renewables
(2) Rocky Martin

Enclosures: (1) Materials from AllEarth related to the trackers and potential purchase
(2) Correspondence and other materials related to the trackers and potential purchase

The original five-year agreement with AllEarth Renewables for the solar trackers installed at the wastewater lagoons expired at the end of November 2015. Since then, the Town has been operating under an extension to that original agreement that continues with the conditions outlined within it pending a decision on whether or the trackers are purchased.

The purchase price, according to a document provided by AllEarth in November, is \$344,960 (the buy-out price of \$345,960 minus the \$1,000 deposit paid). AllEarth has also proposed financing the package for 10-years, at 5% interest applied to monthly payments through the life of the loan. Payments would total \$3,553.19/month, or \$42,638.28/year (10 year total = \$426,382.80). The 10-year borrowing timeline makes it necessary to gain voter approval.

In the interest of due diligence, other financing proposals should be explored to ensure that the Town receives the best possible rates and overall cost.

The average annual production of the trackers is 234,808 kWh, with that electricity carrying an estimated value of \$46,962/year.

There are three primary options to consider:

1. Place the purchase before voters in March 2016, and extend the current agreement to cover the time in between.
2. Place the purchase before voters in November 2016, and extend the current agreement to cover the time in between.
3. Decide not to purchase the trackers.

Beth and Rocky can provide more detail.

A formal motion to warn the question for Town Meeting 2016 would be needed on 1/25 at the latest; at a minimum the Board should determine whether or not to proceed with a March 2016 or a November 2016 vote.

5. Consider Adoption of the Proposed FY17 Budget and Capital Improvement Program

Guests: (1) None expected.

Enclosures: (1) Proposed FY17 Budget (v.05) – includes expenditure summary and detail, revenue, major increases/decrease table
(2) Proposed FY17-FY21 Capital Improvement Program (CIP) – includes summary and detail
(3) Memo re the proposed FY17 Budget
(4) Email from Mike Potvin, re Town Forest Committee FY17 budget request reconsideration

The materials included in the packet contain more detail on v.05 of the proposed FY17 budget and FY17-FY21 CIP.

Members of the Town Forest Committee may attend to request reconsideration of the \$5,000 management plan request. An email from the committee is included in the packet. The impact of that request can be seen in the updated table in the budget document showing additional requests (final page). The “cost” to taxpayers to include funding for that study ranges from \$1.80 to \$3.60 for the fiscal year (within the \$200,000 to \$400,000 of assessed value range).

Unassigned fund balance: The Town closed FY14 with an unassigned fund balance of nearly \$245,000, roughly \$5,000 shy of the \$250,000 target. The Town, based on the draft audit, will close FY15 with an unassigned fund balance of more than \$207,000. The reasons for the \$38,000 change (FY14 to FY15) are myriad, and hard to pinpoint with precision. A cold, snowy winter and an increase in fire calls pushed salary lines over budget for a pair of departments, as did the transitional period associated with a new Town Administrator. The Town spent more than twice the budgeted amount on legal fees, and budgeted less than necessary for expenses such as the employer’s retirement contribution and property and casualty insurance. Some of these overages were offset by less than anticipated spending in other areas, such as police salaries. The reduction in the unassigned fund balance was not associated with the purchase of goods and services not otherwise authorized but rather a series of circumstances both within and outside of the Town’s control.

Consider a motion adopting the FY17 general fund budget, to be presented to voters at Town Meeting on Monday, February 29, 2015, in the total amount of \$3,369,689.

6. Consider Accepting the Irrevocable Offer of Dedication and Easement Deed for Alan Norris/Meadow Mist

Guests: (1) None expected.

Enclosures: (1) Irrevocable Offer of Dedication
(2) Easement Deed
(3) Water and Sewer Utility Plan

The enclosed documents have been fully vetted and amended based upon that review (which included utilities staff and the Town Attorney). The irrevocable offer of dedication and easement deed are conditions of approval from the Development Review Board. A separate requirement for an escrow or 3-party surety agreement will be finalized with the Selectboard prior to the start of construction.

Consider a motion to accept the irrevocable offer of dedication and easement deed from Alan Norris for the Meadow Mist project.

7. Consider Approving Special Event Permits for Frost Beer Works

Guests: (1) None expected.

Enclosures: (1) Application for a special event permit

Frost Beer Works is requesting a special event permit for first year anniversary, “pint nights,” on 2/12, 2/13, 2/14, and 2/15. The hours of operation requested are noon to 9:30 p.m. for each of the days listed. The Selectboard will be acting as the local Board of Liquor Control for this item.

Consider a motion to approve the special event permits for the dates and times listed.

8. Town Administrator’s Report

- a. *Water Supply and Treatment Project HVAC Options* – When the Board awarded the construction contract, it also tasked the project team with exploring the costs and logistics associated with adding more efficient heating and cooling systems for the treatment facility back in to the project scope. The Town received that price on Friday afternoon; the quote is included packets for the 18th but is a better discussion/decision topic for the 25th (after the information can be vetted, potential funding sources identified, etc.). The total additional cost is estimated at \$29,323.48. Brad Aldrich from Aldrich and Elliott (the Town’s project engineers) will join the conversation on the 25th, and can provide a more detailed update on the progress made to date.
- b. *Email participation in Selectboard meetings* – Questions and/or comments can be sent to selectboard@hinesburg.org. VCAM will be placing the address on the Town’s meeting stream page (online) and is exploring options to display the address during the live broadcast.
- c. *Old Police Station sale update* – This can be discussed during the meeting though a more comprehensive discussion is better suited to the 1/25 meeting. At that point, more information on the potential costs of DRB requirements should be available for the Board to review, as well as any other site plan concerns.
- d. *Sale of Fire Trucks, Use of Proceeds* – Please see the email from Fire Chief Al Barber.
- e. *Draft Town Meeting warning* – A draft of the proposed Town Meeting warning is included. Town Meeting cannot be warned more than 40 days prior, making next Thursday (1/21) the earliest date possible to take action. The deadline for petitioned submittals for inclusion on the warning passed on 1/14. The draft warning includes the question on appointing the delinquent tax collector, but not on the purchase of the solar trackers. At Town Meeting last year, some voters asked that the Fire Department be broken out similar to Highway and Police. That breakout has not been included, but could be added.
- f. *Vicious Dog Complaint* – Please see the email.