



Annotated Agenda

04/18/16

4. Consider Approving 1st Class Liquor Licenses

Guests: (1) None anticipated.

Enclosures: (1) 1st Class Liquor License Renewal Application for the Hinesburgh Public House
(2) 1st Class Liquor License Renewal Application for the Good Times Café

Liquor licenses expire on April 30th of each year. The Selectboard will be acting as the local Board of Liquor Control Commissioners. Hinesburg Community Police did not identify any issues with either establishment.

Consider a motion to approve first class liquor licenses for the period beginning May 1, 2016 and expiring April 30, 2017 for:

- *Back to Basics Vermont, Inc., doing business as (d/b/a) Hinesburgh Public House;*
- *Two Buffoons, Inc., d/b/a Good Times Café.*

5. Consider Approving the Purchase of Equipment and Materials for the Highway Department

Guests: (1) Michael Anthony, Highway Foreman

Enclosures: (1) None

There are two pieces of equipment and one supply item for which purchase approval is being sought. All three carry values greater than \$2,000 (the maximum the administrator's office can approve). The three items are:

1. The disc harrow (\$8,400). The harrow is a maintenance and material reclamation tool currently programmed into the capital budget for FY17 (at \$10,000). Purchasing this fiscal year allows the funds budgeted for FY17 to be saved, used to pay down equipment debt, or applied to paving. The equipment can also be put in use this spring.
2. A replacement fuel tank (\$3,600). This item has been ordered already, due to the potential lag time associated with purchase and delivery, with the presumption of approval. The old fuel tank has had about 4" of water and rust in the bottom, with sediment ending up in fuel tanks, clogging filters, etc. Cleaning would be possible for an estimated \$2,500, but the tank is 20-years-old and cleaning does not carry any guarantee of extension of useful life. The Highway Department has had to fuel its vehicles and equipment (such as the grader) at Hart and Mead here in the village.
3. Purchase of stone (\$5,000). In the fall of 2015, when the capital budget was reprogrammed, gravel purchases were suspended for FY16. This would allow for the purchase of material not created on-site, and used to complete projects throughout Town this spring.

The proposed source of funds for the disc harrow and stone are the budget lines for winter salt (\$5,800 from 440-5140-21.10) and winter sand (\$7,600 from 440-5140-21.20). The budget line for vehicle fuel (\$3,600 from 440-5330-78.00) is the source of funds for the tank. If all three are approved, the winter sand budget line will be spent in its entirety, the fuel budget line will still hold nearly \$24,000 (monthly averages put the total needed funding to

complete the fiscal year in the \$12,000 to \$15,000 range), and the winter salt budget line will hold nearly \$9,000. The remaining winter salt funds will be used, in part, to purchase an additional two loads of salt for next winter.

Consider a motion approving the purchases, using the amounts and funding sources listed above.

6. Consider Proposed Alignment Change for the Village North Sidewalk

Guests: (1) Doug Henson, Lamoureux and Dickinson

Enclosures: (1) None

Doug Henson will attend to discuss action on the project to date and discuss the requested consideration of realignment. The Town has also asked the Department of Environmental Conservation a number of questions related to the alignment while correcting the “record” on the purpose of the sidewalk. Those discussions will be relayed during the meeting.

The proposed alignment is similar to the alignment proposed as part of the Town’s (ultimately successful) grant application with the Agency of Transportation in 2012. That grant is the source of project funds, with the match paid by non-local project partners (Renewable NRG and Jolley) for whom the sidewalk is a necessary or desired piece of infrastructure.

Consider a motion to advocate strongly for the sidewalk alignment as proposed in the right-of-way plans, and if that alignment is not possible, to accept the altered alignment as proposed (to move the sidewalk closer to Route 116).

7. Consider Approving Wastewater Allocation for the Old Police Station/Lyman Homestead

Guests: (1) None.

Enclosures: (1) Letter from Otter Creek Engineering re wastewater capacity and State requirements

The old Police Station will require 180 gallons per day (gpd) of wastewater capacity. The moratorium on new wastewater allocation does contain a provision allowing the Selectboard to award an amount not to exceed 2.5% of the total wastewater capacity for the two primary categories (residential and enterprise). Using the FY16 adopted capacity chart, 2.5% of the enterprise capacity is 543.4 gpd. Granting the allocation request leaves 363.4 gpd to allocate from the enterprise category, if requested, prior to the expiration of the allocation moratorium in July (as extended). The water allocation is a bit trickier, in that the State would technically need to lift its allocation ban first. At this point, the sale is, in itself, the Town’s initial commitment to provide water.

The letter referenced in the letter, required by the State, will also be sent.

Consider a motion to grant 180 gallons per day of wastewater capacity to the Town of Hinesburg for the old police station/Lyman Homestead, to be transferred to the buyers upon closing.

8. Discuss the Proposed Vermont Gas/Geprags Park Pipeline Easement and Agreement (and process)

Guests: (1) None.

Enclosures: (1) List of question, compiled by Board members
(2) Proposed timeline

This is intended to be a discussion on:

- Process – both in terms of what the Town’s internal process will be (internal = community-based) and how that fits with the external process (external = State/Public Service Board).
- Timeline.
- Clarifications, amendments, or other changes to the easement deed and agreement.
- Whether or not additional outside professional or legal assistance is necessary.
- Whether or not the Town wishes to hire an appraiser or use the appraiser hired and paid by the Department of Public Service to issue an appraisal separate from the one conducted by Vermont Gas (important in the event an agreement is not reached and the Town proceeds to a “contested” eminent domain hearing).

The two attached documents are the first cut at collecting questions and concerns, along with a timeline. A Friday discussion with the Department of Public Service yielded more information on timing and external process elements, which can be discussed Monday night.

Attachments are limited to those two, though it should be noted that the Dropbox folder set aside for the Board currently holds more than 40 separate documents, ranging from the agreement not ratified to recent motions made before the Public Service Board to materials supplied by outside parties (Vermont Gas, concerned citizens, etc.). Those materials are considered public record and are available upon request.

Action is neither anticipated nor required, outside of whether or not to hire an independent appraiser or utilize the Public Service Department’s appraiser.

9. Discuss the Environmental Court’s Decision Regarding Hannaford

Guests: (1) None.

Enclosures: (1) Hannaford decision documents (a folder is in the 4/18 Dropbox folder; the same documents are available at: <http://hinesburg.org/lot15/hannaford.html>)

The Environmental Court issued its decisions regarding Hannaford this week. This is a general discussion of those decisions, as the Town begins thinking about what, if any, action it needs or wants to take and overall timing.

Action is neither anticipated nor required.

10. Discuss Proposed Changes to the Water, Wastewater Use, and Wastewater Capacity Ordinances

Guests: (1) None.

Enclosures: (1) Wastewater Allocation Ordinance draft (dated March 16)
(2) Water Use Ordinance draft (dated March 16)
(3) Wastewater Use draft (dated March 26)

The 30-day extension adopted at the prior meeting (4/4) envisioned the 4/18 meeting being used to further discuss proposed ordinance changes. Action is scheduled for the May 2nd meeting.

Action is neither anticipated nor required.

11. Town Administrator’s Report

- a. *FY16 Budget Status Report* – Discussion on this has been moved, tentatively, to the 5/2 meeting. If possible, the documents will be provided for Monday night.
- b. *Water Treatment Facility project* – The project is moving along. Siding materials are in the process of being ordered, and that work scheduled (siding is the last major component, outside of landscaping efforts). General completion of the main components (i.e. those needed to turn the water on) is slated for the first week of May. When the Town can use the new wells to supply water depends upon the State.
- c. *Workplace Safety effort, continued* –Project Worksafe staff toured Town facilities; a formal report is expected within a couple of weeks with items to remedy. Generally, remedies project to be on the smaller/easier end. The report will highlight the challenges (safety-related ones) inherent to the lack of space in the Highway Garage. A renewed focus on safety efforts, including improved documentation of practices, policies, training, and improvements, is part of the process of ensuring a safe workplace and lowering worker’s compensation insurance costs.

<i>“Two-and-Two”</i>	
<u>05/02/16</u>	<u>05/16/16</u>
<ul style="list-style-type: none"> ▪ Act 46 Presentation/Discussion ▪ Geprags Park/VT Gas Discussion ▪ Alan Norris/Meadow Mist Escrow Agreement ▪ Annual adoption of the Local Emergency Operations Plan. ▪ FY16 Budget Status Report and Discussion ▪ Water and wastewater ordinances adoption. ▪ Hannaford Decisions – Discussion 	<ul style="list-style-type: none"> ▪ Continued discussion on Geprags Park/VT Gas agreement, easement, etc. ▪ Economic Development Committee – discuss RLF.
<p><i>To be determined:</i></p> <ul style="list-style-type: none"> ▪ Changes to the Animal Control Ordinance. ▪ Bissonette Field bid award (4/18, 5/02?) 	