



Annotated Agenda

04/18/16

4. Presentation of CSSU Report on Act 46

Guests: (1) Colleen MacKinnon

Enclosures: (1) Act 46 Report
(2) Act 46 Presentation
(3) Act 46 Fact Sheet (prepared by the Vermont Agency of Education)

Colleen MacKinnon, a member of the Hinesburg Community School and Chittenden South Supervisory Union (CSSU) boards who also chaired the Act 46 study committee, will be discussing the study committee's report and the June 7th vote.

Action is not required.

5. FY17 Chittenden Solid Waste District (CSWD) Presentation and Endorsement

Guests: (1) Tom Moreau, CSWD Executive Director
(2) Lynn Gardner, Hinesburg's CSWD Representative
(3) Doug Taff, Hinesburg's CSWD Alternate Representative

Enclosures: (1) FY17 CSWD Budget
(2) CSWD Letter re FY17 Budget Presentation, Action

CSWD Executive Director Tom Moreau will be visiting to discuss and seek endorsement for the FY17 waste district budget. Hinesburg, as one of CSWD's member towns, is required to vote whether or not to adopt the annual budget. Hinesburg's representatives, Lynn Gardner and Doug Taff, have been invited to attend as well.

Consider a motion to approve the FY17 budget for the Chittenden Solid Waste District as presented.

6. Discuss the Environmental Court's Decisions Regarding Hannaford

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

Enclosures: (1) None, as of this writing.¹

Staff will present the latest information, with the deadline for an appeal (if necessary or desired) looming on May 12th. With additional time to review, the traffic light required at the intersection of VT 116 and Mechanicsville Road and Town participation in Hannaford's traffic study are two main items for consideration.

Action is neither required nor anticipated.

¹ A digital folder with the decisions provided for the 4/18 meeting has been replicated for the 5/2 meeting. The decisions are also available on the Town's website, www.hinesburg.org.

7. Consider Awarding a Bid for the Bissonette Family Recreation Fields Road, Parking Lot, and Field Prep

Guests: (1) None.

Enclosures: (1) Bid tabulation sheet

Bidders were asked to provide prices for the following work:

- Construction of the access road, built to construction specifications. The road's specifications include a 20' width and 18" base and topcoat (combined depth).
- Construction of the parking area, built to construction specifications.
- Preparatory work on two multi-purpose fields. This work would include tilling and stockpiling of necessary topsoil.

A box culvert required as part of the DRB approval was listed as a possible bid item, but the item (which is a significant project expense) is not slated to be installed until later in the construction process. The culvert is an item that must be completed prior to opening of the fields for recreational and athletic uses.

The Town received three bids. The three bidders, as also shown in the table, are:

- Green Mountain Siteworks, LLC;
- J. Hutchins, Inc.;
- Waterman Siteworks.

As of this writing, Green Mountain Siteworks is the lowest responsible bidder for both the access road/parking and multi-purpose field components. J. Hutchins has been asked to clarify the bid submitted, as it appears to cover the roadwork primarily and is not clear as to the scope of multi-purpose field work proposed. The company has been asked to clarify and provide additional information.

Showing progress on the construction aspect of the project may also reinvigorate fundraising efforts that have been underway for years and a crucial component of funding.

Consider a motion to award the bid for the following work to Green Mountain Siteworks for an amount not to exceed \$284,656:

- *Construction of the access road, built to construction specifications. The road's specifications include a 20' width and 18" base and topcoat (combined depth).*
- *Construction of the parking area, built to construction specifications.*
- *Preparatory work on two multi-purpose fields. This work would include tilling and stockpiling of necessary topsoil.*

8. Consider Adopting Proposed Water and Wastewater Ordinance Changes

Guests: (1) None.

Enclosures: (1) Wastewater Allocation Ordinance
(2) Water Use Ordinance draft
(3) Wastewater Use draft

This is the date for adoption of ordinance changes to ensure no “lag” with the extended local wastewater allocation moratorium. The changes have been discussed on multiple occasions.

The following section describes the process, assuming the Selectboard adopts the proposed changes:

- *May 2nd* – The Selectboard adopts the ordinance changes.
- *May 3rd* – The proposed changes are posted in five “conspicuous” places around Town. The five places will be the Post Office, Carpenter-Carse Library, the Town Clerk’s office, the Town Administrator’s office, and the bulletin board outside of Lantman’s Market. The proposed changes will also be posted to the Town website.
- *May 5th* – The full text or summary of the proposed changes are published in a newspaper of record. This must occur no later than 14 days following action by the Selectboard; May 12th is the alternate publication date for *The Citizen* (if the notice isn’t published in the May 5th edition).
- *June 15th* – Final day for submittal of a petition for a vote on the proposed changes, signed by at least 5% of registered voters. If a petition is filed, a vote must be held by Australian ballot.
- *July 1st* – The ordinance changes are in effect. The previously adopted local moratorium on new wastewater allocation awards is set to expire on July 6th, if no other action is taken.

Consider a motion to adopt the proposed changes to the following ordinances:

- *Wastewater Allocation Capacity Ordinance*
- *Wastewater Use Ordinance*
- *Water Use (and Allocation) Ordinance*

9. FY16 Budget Status Report

Guests: (1) None.

Enclosures: (1) FY16 Budget Status Report (as of 4/29/16)

This is the monthly FY16 budget status report. This report is buttressed by a bit of “bad” news following a worker’s compensation audit conducted by the Vermont League of Cities and Towns. The audit looks at actual payroll for a given year and compares it to the number provided at the beginning of the insurance cycle. An actual payroll number lower than projected can decrease the bill (creating a credit), while a number higher than projected can increase the bill. This year, the audit identified two areas that will increase the worker’s compensation bill by \$6,000 to \$8,000 (estimated): water/wastewater salary (reflecting the first year the department was at “full strength”) and recreation (tied to contractors that provided programming services).

April 29th represents a point in which the FY is 83% complete. Expenditures are at 84%; revenues at 97%.

Action is neither anticipated nor required.

10. Town Administrator’s Report

- a. *Vermont Gas/Geprags Subcommittee* – The subcommittee held its first meeting on Thursday, 4/28. The next meeting is scheduled for Tuesday, 5/3. Bob Hyams is representing the Conservation Commission.
- b. *Vermont Gas correspondence* – Much of the correspondence received involves the questions and concerns the subcommittee is working on as part of its report for the Selectboard. The subcommittee needs time to

do its job, and in so doing will attempt to answer many of the questions as possible. In the interim, correspondence may simply be noted as “received.” There will be ample opportunities for public comment and participation, both written and verbal, in the coming weeks.

- c. *Public Service Board Schedule* – The third proposed revision to the schedule has the technical hearing on 6/13. The Selectboard had asked for a technical hearing on 6/15; Vermont Gas requested 6/2 or 6/3. If 6/13 is untenable, please let that be known Monday night (though the third proposed revised schedule is likely to be the timeline all parties operate on).
- d. *Environmental Court decision/Black Rock-Haystack Crossing sketch plan denial appeal* – A copy of the Environmental Court’s decision on BlackRock’s appeal of its sketch plan denial is attached. The Court overturned the Development Review Board’s sketch plan denial.
- e. *Affordable Housing Fee Waivers* – At the 4/18 meeting the Board was asked whether or not the Town provides waivers or reductions in fees for affordable housing projects. Planning Commission members in attendance mentioned only the potential density bonuses associated with affordable housing; in fact, the Town waives a number of fees for affordable housing. See attached email from the Planning and Zoning Department and recent copy of the fee schedule.
- f. *Village North sidewalk* – Board member Phil Pouech has been in contact with Renewable NRG representatives, and discussion continues with the wetlands office at the Department of Environmental Conservation. Deadlines associated with the sidewalk grant from VTrans likely necessitate a one-year extension of the grant period (to allow for construction in 2017).
- g. *Gilman Road/Sheri Lane/Health Order Update* – There will be a report on the latest news Monday night.
- h. *5/16 Meeting and a 6:30 start* – Anticipating that the discussion on the Geprags/Vermont Gas report and potential next steps will require a fair amount of time, would Board members be willing and able to convene at 6:30 p.m. on the 16th? This would allow business to be conducted prior to that lengthy discussion, start the discussion of the park/pipeline topic and subcommittee’s work at a reasonable hour (around 7:30 p.m.), and enable that conversation to take whatever course is appropriate or necessary.

<i>“Two-and-Two”</i>	
<u>05/16/16</u>	<u>06/09/16</u>
<ul style="list-style-type: none"> ▪ Geprags Park/VT Gas Subcommittee Report ▪ Economic Development Committee – Revolving Loan Fund discussion ▪ Delinquent Tax/Tax Sale Discussion 	<ul style="list-style-type: none"> ▪ Vote (if not done at a special meeting prior to) – Geprags Park/VT Gas agreement, easement, etc. ▪ Alan Norris/Meadow Mist Escrow and Sidewalk Grant Application
<p><i>To be determined:</i></p> <ul style="list-style-type: none"> ▪ Changes to the Animal Control Ordinance. 	