



**Town of Milton**  
43 Bombardier Road, Milton VT 05468

**Due to COVID-19, there is not a physical location for this meeting**

**Teleconference Regular Selectboard Meeting**  
**Monday, January 4, 2021 at 6:30 PM**

**MINUTES**

**Selectboard Members Present:** John Palasik, Chair; Michael Morgan, Vice Chair; Chris Taylor, Clerk; Brenda Steady, Member; John FitzGerald, Member

**Staff Members Present:** Don Turner, Jr., Town Manager; Sheila Mooney, TM Executive Assistant; Michaela Foody, Director of Public Safety; Sheryl Prince, Town Clerk; John Bartlett, Director of Admin/Facilities/HR/IT

**Others Present:** Buddy Mueller; Jon Moore; John Sharrow; Lisa Rees

**I. Call to Order**

J. Palasik called the meeting to order at 6:30 p.m.

**II. Flag Salute**

M. Morgan led the attendees in the Pledge of Allegiance.

**III. Agenda Review**

None.

**IV. Public Forum**

Lisa Rees asked the Selectboard how the public will be able to provide comments at the January 28, 2021 Public Hearing regarding proposed Charter amendments.

Public comments may be presented prior to the Hearing via e-mail to Don Turner, Jr., Town Manager.

**V. Consent Agenda**

- **Approval of Selectboard Executive Session Minutes of 12/21/20**
- **Approval of Selectboard Regular Meeting Minutes of 12/21/20**
- **Approval of Warrant #14**

**Motion made by J. FitzGerald to approve the Consent Agenda as presented with a second by M. Morgan. M. Morgan, Yes; C. Taylor, Yes; B. Steady, Yes; J. FitzGerald, Yes; J. Palasik, Yes. Motion Approved Unanimously.**

**VI. Green Mountain Transit Presentation**

*Jon Moore, General Manager Green Mountain Transit*

*John Sharrow, Green Mountain Transit Commissioner for Milton*

Jon Moore gave a presentation regarding Green Mountain Transit.

The mission of Green Mountain Transit is to promote and operate safe, convenient, accessible, innovative and sustainable public transportation services in the northwest and central Vermont region that reduce congestion and pollution, encourage transit oriented development and enhance the quality of life for all.

Green Mountain Transit provides multiple types of service including:

- Fixed route (City bus)
- Commuter (Milton Commuter, LINKS)
- Weekly grocery shopping trips
- Seasonal mountain service
- Micro-transit (coming in January 2021)
- Demand response
  - Americans with Disabilities Act (ADA)
  - Elders & Disabled Program (E&D)
  - Non-Emergency Medical Transportation (NEMT)

Elders & Disabled (E&D) Program includes:

- Serves adults age 60 and above and persons with disabilities who are not eligible, or cannot access other transportation programs.
- Green Mountain Transit contracts with the SSTA to provide the service in Chittenden County.
- Program funded by 80% federal funds and 20% local match provided by the Milton Family Community Center.
  - \$11,700 local match in FY21
  - Local funds are projected to run out by March 2021
  - Without additional local funds service will not be able to continue after March (projected)
  - GMT is interested in facilitating a meeting with the Milton Family Community Center and the Town to discuss local funding options to continue service for the entire year
    - Potentially reduce ridership parameters (i.e. only provide service 2 days/week instead of 3)
    - Working with SSTA on increasing efficiency

Milton Commuter Service includes:

- Milton Commuter (#56 Route):
  - Five daily weekday roundtrips – 6:35 am; 7:40 am; 1:07 pm; 4:20 pm; 5:20 pm
  - Serves Milton Town Hall parks and recreation, Birchwood Park, Catamount Industrial Park, River/Main/Railroad, Elm Place
  - 17,452 boardings FY19 (11% increase) = 70 boardings/day
  - 60% of all rides start in Milton in the am and end in Milton in the pm
  - FY20 ridership was even with FY19 through February, ended down 22%
  - FY21 ridership down 42% YTD
    - Have maintained all trips during COVID-19
- New passenger shelter installed in the Fall of 2020
  - Route 7 (southbound) between Kapicia Lane and Pecor Avenue

Green Mountain Initiatives include:

- Technology Upgrades
  - Passenger bus tracking and mobile ticketing apps
  - Improved on-time performance
- Micro-Transit
  - Montpelier pilot project
    - On-demand transit using app based technology
    - First mile/last mile and low density applications (i.e. Mountain View Drive)
  - Transit Strategic Plan Development
  - Fleet Replacement Plan
    - 17 new buses delivered since 2017, 5 more on order or budgeted (including smaller vehicles)
  - Fleet Electrification
  - Public Transit Agency Safety Plan
  - COVID Response – Zero-Fare Service

## **VII. Milton Town Meeting Discussion**

*Sheryl Prince, Town Clerk*

Sheryl Prince, Town Clerk asked for Selectboard input regarding the upcoming March Town Meeting Day.

The Selectboard provided the following feedback:

- Mail postcards to every registered voter, allowing the voter to request a ballot
- Mail all ballots to all registered voters
- Hold the election following the same process as in the past
- Hold drive through voting with heated tents for staff
- Utilize the High School gymnasium as an election site
- Hold the pre-Town Meeting on Monday, March 1st via Zoom and LCATV

- Change the date of the Pre-Town Meeting and schedule it well in advance of the March elections; possible dates are February 6<sup>th</sup>, 8<sup>th</sup> or 23<sup>rd</sup>. Selectboard and School will discuss possible dates and have the dates available for consideration at the next Selectboard meeting.

**VIII. EMS Recovery Fee Adjustment**

*Michaela Foody, Director of Public Safety*

Michaela Foody, Director of Public Safety presented the following Resolution:

EMS Recovery Fee Adjustment

WHEREAS, the last adjustment to the EMS Recovery Fee structure was effective 1 January 2020; and,

WHEREAS, it is customary and usual to review and make adjustments with regard to the EMS Recovery Fee structure for the Milton Rescue Department; and,

WHEREAS, the Medicare inflation rate for 2021 is 0.3%, as set by the Centers for Medicare and Medicaid Services; and,

WHEREAS, after review of the Fee Structure, it is recommended the Selectboard adjust the EMS Recovery Fee Structure according to the Medicare inflation rate, retroactive to 1 January 2021, as follows:

	Prior Rate	Current Rate	Recommended Rate
Basic Life Support	\$900.00	\$934.20	\$937.00
Advanced Life	\$1,297.00	\$1,346.29	<u>\$1,350.33</u>
Advanced Life	\$1,645.00	\$1,707.51	\$1,712.63
Mileage	\$26.00	\$26.99	\$27.07

THEREFORE, be it resolved, the Milton Selectboard adopts the EMS Recovery Fee adjustments as stated in this resolution and further directs town staff to execute the necessary documents as it relates to the amendment of these fees with any vendors or partners.

**Motion made by C. Taylor to authorize the Town Manager, or his designee to adopt the EMS Recovery Fee adjustments as stated in this resolution and further directs town staff to execute the necessary documents as it relates to the amendment of these fees with any vendors and partners with a second by M. Morgan. M. Morgan, Yes; C. Taylor, Yes; B. Steady, Yes; J. FitzGerald, Yes; J. Palasik, Yes. Motion Approved Unanimously.**

**IX. Vermont Coronavirus EMS Workforce Stabilization Grant Acceptance**

*Michaela Foody, Director of Public Safety*

Michaela Foody, Director of Public Safety presented the following Resolution:

Vermont Coronavirus EMS Workforce Stabilization Grant Acceptance

WHEREAS, the Town of Milton Department of Public Safety applied for the Vermont Coronavirus EMS Workforce Stabilization Grant in November 2020 to provide stabilization funding to EMS and ambulance service providers related to the COVID-19 Pandemic; and,

WHEREAS, said Grant award amount was determined by the number of licensed EMS personnel actively responding on behalf of Milton Rescue to EMS incidents between March 13, 2020 and September 15, 2020; and,

WHEREAS, said Grant will provide a total award amount of \$42,952.00, there is no match required; and

WHEREAS, the disbursement of said Grant will go to 28 members of the Rescue Department, as identified by the Public Safety Director and the State of Vermont EMS Office, at a rate determined by the Director of Public Safety, based on the hours contributed by each qualified individual; and

WHEREAS, the Town of Milton Department of Public Safety was notified of being awarded said Grant on December 17, 2020.

THEREFORE, be it resolved, by the Selectboard of the Town of Milton that the Town Manager, or his designee, is authorized to execute the EMS Workforce Stabilization Grant Agreement and distribution of grant funds, with an award total of \$42,952.00.

**Motion made by J. FitzGerald to authorize the Town Manager, or his designee to execute the Vermont Coronavirus EMS Workforce Stabilization Grant and distribution of grant funds with an award total of \$42,952.00 with a second by M. Morgan. M. Morgan, Yes; C. Taylor, Yes; B. Steady, Yes; J. FitzGerald, Yes; J. Palasik, Yes. Motion Approved Unanimously.**

**X. Quarterly Update on Selectboard Goals**

*Don Turner, Jr., Town Manager*

Don Turner, Jr., Town Manager gave an overview of the Selectboard 2020-2021 goals which were approved in the July 6, 2020 Selectboard Minutes. The goals are listed below:

### Public Safety Department

- Public Safety to continue with house numbers  
Status - Ongoing
- Rabies vaccinations  
Status – On hold due to COVID
- Dog registrations  
Status - Ongoing
- Incorporate mental health services into the Police Department  
Status - Completed

### Administration

- Continue modernizing the Town website  
Status - Ongoing
- Create a policy on current events
- Create/revise policy on the display of flags  
Status - Completed
- Update the Administrative Code  
Status - Ongoing
- Resolutions incorporated into Minutes  
Status – Resolutions have been incorporated into the Minutes since July 2020

### Public Works Department

- Consistent and dedicated amount of money (suggested \$750,000) for paving every year.  
Status - \$350,000 in FY22
- Consistent and dedicated amount of money (suggested amount \$35,000) for stormwater every year.  
Status - Completed
- Complete the purchase of a vac truck utilizing the \$300,000 grant money awarded to the Town  
Status - Ongoing

### Capital Improvement Plan

- Create a more defined plan of the existing assets  
Status - Ongoing
- Consistent and dedicated funding of the Capital Improvement Plan.  
Status - Ongoing
- Continue with monthly reporting  
Status – Ongoing (will work to improve in 2021)

### Economic Development

- Revisit selling capacity to Colchester on sewer system  
Status – Ongoing (to date no further discussions have occurred)
- Keep level of detail under economic development.

- Existing relationships with businesses in Milton, what are their thoughts, how do we keep them.  
Status - Ongoing
- Continue to move forward with Bombardier property plans  
Status - Ongoing
- Walking path around the perimeter of Bombardier (\$10,913 already in CIP for walking path).  
Status – Ongoing
- Officially designate an area and recognize the construction of the General Standard House
- Continue to work with Public Works Facility Advisory Committee on a new facility  
Status – Funding in CIP

**XI. Rescheduling of January 18<sup>th</sup> and February 15<sup>th</sup> Selectboard Meetings**

*Don Turner, Jr., Town Manager*

**The Regular Selectboard meeting for January 18, 2021 has been moved to January 19, 2021 beginning at 6:30 pm and the Regular Selectboard meeting for February 15, 2021 has been moved to February 16, 2021. Consensus Vote - M. Morgan, Yes; C. Taylor, Yes; B. Steady, Yes; J. FitzGerald, Yes; J. Palasik, Yes. Consensus Vote Approved Unanimously.**

**XII. Town Manager's Update**

- Finalized the contract with the Howard Center
- Will be meeting with Vicki Patterson of the Milton Family Center and Green Mountain Transportation regarding the SSTA issue
- Highway crew were busy this past weekend with plowing
- Received RiseVT collaboration grant with the School for the exercise stations
- In collaboration with Det. Frank Scalise, Sgt. Lafountain, Corp. Coulombe, Officer Noel, Officer Corbin, Det. Hendry received a commendation for breaking up a large drug ring operating in the State.
- Received notification that the Common Level Appraisal (CLA) is dropping 4%

**XIII. Executive Session**

Executive Session was not held.

**XIV. Motion to Adjourn**

**Motion made by B. Steady to adjourn the meeting with a second by J. FitzGerald. M. Morgan, Yes; C. Taylor, Yes; B. Steady, Yes; J. FitzGerald, Yes; J. Palasik, Yes. Motion Approved Unanimously.**

J. Palasik adjourned the meeting at 8:21 p.m.

Respectfully Submitted,  
Sheila Mooney

APPROVED MINUTES:

Richard J. Palasik, Selectboard Chair Date: 01/19/21  
Chris Taylor, Selectboard Clerk

Filed with the Milton Town Clerk's Office on this 22 day of January, 2021.

ATTEST: Sheila Mooney, Milton Town Clerk