



**Town of Milton**  
**Regular Selectboard Meeting**  
**Monday, February 3, 2020**  
**Immediately Following the Public Hearing at 6:00 p.m.**  
**Milton Municipal Building Community Room**  
**43 Bombardier Road, Milton VT 05468**

**MINUTES**

**Selectboard Members Present:** Darren Adams, Chairman; John Palasik, Vice-Chairman; Chris Taylor, Clerk; Dana Maxfield, Member; Michael Morgan, Member

**Staff Members Present:** Don Turner, Jr., Town Manager; Sheila Mooney, TM Executive Assistant; Kym Duchesneau, Director of Recreation; Ben Nappi, Assistant Recreation Director; John Bartlett, Director of Administration/Facilities/Human Resources; Jessica Morris, Director of Finance; Michael Burris, Director of Planning; David Allerton, Director of Public Works

**Others Present:** Brenda Steady; John Lindsay; Lori Donna; Sotos Papaseraphim; Anthony Micklus; Louis Mossey, III; John Fitzgerald; Ron Hubert; Richard Saunders; Lauren Blume; Robert Brisson; Peter Lavalley; Jim Ballard; Janet Richards, Terry Richards; Susan O'Neill; Jenn Cortez; Penny Collins; Bill Kaigle; John Sharrow; Ethan Rogati

**I. Call to Order**

The meeting was called to order by D. Adams at 6:35 p.m.

**II. Flag Salute**

D. Adams led the attendees in the Pledge of Allegiance.

**III. Agenda Review**

Add the Charter Committee Review appointments to the Agenda.

**IV. Public Forum**

Sotos Papaseraphim expressed his concern regarding changes to the Unified Development Regulations that were implemented in 2017.

**V. Business**

**A. Charter Review Committee**

*Don Turner, Jr., Town Manager*

The Town received applications for Charter Review Committee members from the following individuals: James Ballard, Terri Sabens, Lous Mossey, III, Brenda Steady and Ron Hubert.

**Motion made by J. Palasik to appoint to the Charter Review Committee the following individuals: James Ballard, Louis Mossey, III, Terri Sabins, Brenda Steady, Ron Hubert, Chris Taylor, Jeremy Metcalf and Sheryl**

**Prince. Further that Ron Hubert be appointed as the Chair of the Charter Review Committee with a second by M. Morgan. Approved Unanimously.**

**B. Advisory Committee Reports to Selectboard**

*Richard Saunders, Bombardier Road Property Advisory Committee Member  
Ben Nappi, Hourglass/Town Green Advisory Committee Member*

Richard Saunders gave a presentation regarding possible designs for the Bombardier Road property which include the following concepts:  
Concept 1-Relocate the General Stannard House; repurpose the existing barn (historical center) access for visitors/Milton Rescue; labyrinth which would link walking/running paths, exercise areas; foot bridge over the water way; foliage, landscaping and seating; pavilion.

Concept 2-Concept 1 options with additions: reorientation of horseshoe pits; splashpad; restroom facilities.

Concept 3-Concept 2 options with additions: multi-use/multi-generational facility.

Additional Considerations:

- Utilizing the Bombardier Road property barn as a historical center;
- Future use of the Bombardier Road property house as a municipal office space or field house.
- Community food forest (fruit trees, berries, etc.)
- Running trails and exercise stations extending into Bombardier Park and beyond.

Ben Nappi gave a presentation regarding possible designs for the Hourglass/Town Green Advisory Committee which include the following concepts:

Concept 1-Major features include: welcome areas which would include a sign and a digital kiosk, memorial space which could include the Old Soldier statue, Town tree which could hold the community holiday tree lighting, pavilion with amphitheater type seating.

Concept 2-Welcome areas, memorial space, large art installation, pergolas.

Concept 3-Welcome areas, forest area with labyrinth, memorial space, Town tree. All designs should incorporate “assumed features” including utilities and trash/recycling containers, as well as seating, lighting, art, perimeter walk, space for gatherings, natural beauty.

**C. Entertainment Permit - Cure SMA (Spinal Muscular Atrophy) Event**

*Susan O’Neill*

Susan O’Neill gave an overview of the Entertainment Permit request for the Cure SMA event to be held on May 9, 2020 at Bombardier Park West-Pavilion/Field House.

**Motion made by M. Morgan to approve the Entertainment Permit for the Cure SMA event to be held on May 9, 2020 at Bombardier Park West-Pavilion/Field House with a second by D. Maxfield. Approved Unanimously.**

**D. Green Mountain Power Mural Resolution**

*Penny Collins, Green Mountain Power*

In the summer of 2019, the Milton Artists' Guild approached the Town regarding painting a new mural on the highway garage located on Ice House Road. Gisela Alpert, President of the Milton Artists' Guild presented a number of sketches for approval by the highway staff and Selectboard, raised the necessary funds and hired the artist, Jon Young to paint the mural. Green Mountain Power provided all necessary funding for the highway garage mural.

**Motion made by C. Taylor to adopt the Resolution of Appreciation and Recognition to Green Mountain Power, the Milton Artists' Guild and Jon Young for the mural painted on the highway garage located at Ice House Road with a second by M. Morgan. Approved Unanimously.**

**E. TIF Annual Report Presentation/Certification**

*Jessica Morris, Director of Finance*

Jessica Morris gave an overview of the TIF Annual Report.

**Motion made by M. Morgan authorizing the Town Manager, or his designee to sign the TIF Annual Report with a second by D. Maxfield. Approved Unanimously.**

**F. Caring for Canopy Grant Match Authorization**

*Michael Burris, Director of Planning*

Michael Burris, Director of Planning gave an overview of the Caring for Canopy Grant Match Authorization.

The Town staff and the Town of Milton Conservation Commission seek authorization to approve a grant to create an emerald ash borer plan and inventory of ash trees within and/or near the Town's right-of-ways. The total project cost was \$4,833.32, \$2,370 of match was provided in labor hours through the Conservation Commission and Town of Milton Staff labor hours, and the Town is eligible for a maximum \$1,996 reimbursement per the grant agreement. The Town of Milton received notification on April 12, 2019 that the Town was awarded a State of Vermont Caring for Canopy grant.

As part of the grant process, Kris Dulmer, Milton Tree Warden recently conducted and completed an inventory of all the ash trees in the Town of Milton. Almost 1,800 ash trees were mapped covering over 100 miles of road and 10 miles of hiking trails.

**Motion made by M. Morgan to authorize the Town Manager, or his designee to execute the necessary documents to accept and expend the Caring for Canopy grant funds awarded to the Town with a second by D. Maxfield. Approved Unanimously.**

**G. Resolution to Accept Sponsorship Donation from CHL, Inc. for Winter Festival Fireworks Display**

**Motion made by M. Morgan to acknowledge and accept the fireworks display sponsorship donation, in the amount of \$2,300 from Cobble Hill Leasing, Inc., for the Town of Milton Recreation’s annual event, Milton Winter Festival “Party in the Park”, to be held February 7, 2020 with a second by D. Maxfield. Approved Unanimously.**

**H. Green Mountain Transit Outstanding Payment**

*John Sharrow, Representative*

John Sharrow discussed with the Selectboard Green Mountain Transit’s outstanding payment.

**I. Replacement of Police Department Cruiser Involved in Accident**

*Don Turner, Jr., Town Manager*

As a result of a recent accident, a police cruiser was totaled. A replacement vehicle will cost \$9,200. The Police Department is proposing trading in one vehicle for \$7,000 and spending \$2,200 from the Police Department’s operational budget to pay for the replacement vehicle.

**J. Request to Submit Grant Application-Allen Brook Stormwater Project**

*David Allerton, Director of Public Works*

David Allerton gave an overview of the grant application for the Allen Brook Stormwater Project. The project consists of improvements to existing catch basins and outlet structures, and the construction of an approximately 2,000 cubic foot capacity, surface water infiltration basin at the bottom of Allen Drive. The goal of the project is to protect Allen Brook from direct stormwater discharge. Allen Brook is considered to be on the verge of becoming an “impaired” stream by the Agency of Natural Resources. This project would be one of several efforts needed to reduce the possibility of the stream being designated “impaired” in the future.

**Motion made by M. Morgan to continue the process of applying for the Allen Brook Stormwater Project grant with an estimated cost for the project of \$55,800 and a grant requirement of 50% match by MS4 with a second by D. Maxfield. Approved Unanimously.**

**VI. Town Manager’s Update**

*Don Turner, Jr., Town Manager*

- Michael Burris, Director of Planning’s last day of employment with the Town is February 7, 2020.
- Don Turner, Jr. and Michael Burris met with the Chittenden County Regional Planning Commission regarding provide planning services to the Town for one day a week for up to three months while the Town conducts a search for a Planning Director. It was agreed that Regina Mahoney, Planning Program

Manager at the Chittenden County Regional Planning Commission will cover the Planning Director's responsibilities until a new Planning Director is hired.

- Richard Saunders will be hired part-time to work on development review projects.
- On Friday, January 31<sup>st</sup>, the Planning Department received three new development review projects.
- The Municipal Building renovations are proceeding nicely.
- Don Turner, Jr. attended a meeting with Jill Evans of the Essex Community Justice Center, DOS, the Colchester Assistant Town Manager and the Essex Police Chief to discuss funding for the Essex Community Justice Center. It was reiterated that Milton never consented to pay Essex Community Justice Center for the services since the Town did not have any input in how the operation expanded to its current form. The DOC grant includes Milton, and therefore Milton is in fact indirectly contributing to the Essex Community Justice Center operation.
- Another email has been sent to the appraiser for the Papasepherim property requesting information on when the appraisal for the Papasepherim property will be completed. The Town intends to hire another appraiser if they do not receive a response.
- The Hogaboom vs. Jenkins/Town of Milton case is proceeding. The Town will be signing court documents on February 4<sup>th</sup>.
- Rescue Department update: the annual awards banquet was held on January 25<sup>th</sup> at the Hilton Garden Hotel in Burlington. There were 25 calls last week. They were out of service on Saturday night, February 1st. On January 31<sup>st</sup>, Don Turner, Jr. drove the ambulance to Plainville, Massachusetts for factory service work on the ambulance.
- Ed Clodfelter, the Town of Milton Assessor is seeking additional information regarding the wind turbine agreement and whether or not compensation is due the Town.
- The Main Street sidewalk extension is proceeding. The Town is waiting for indication from the Wetlands Division if any permitting will be required.
- The Reappraisal Request for Proposals went out last week. Deadline for responses is February 28, 2020.
- Water billing update: the Town has collected \$52,335 thus far. The Town received a payment request from one of the parties requesting to pay half of their bill. It was determined that the Burlington Drug meter was being manipulated and they were being billed correctly all along. The issue has been rectified.

## **VII. Approval of Warrant #16**

**Motion made by C. Taylor to approve Warrant #16 in the amount of \$243,775.89 with second by D. Maxfield. Approved Unanimously.**

## **VIII. Supplemental Warrant – Water/Wastewater Utilities**

**Motion made by C. Taylor to approve the Supplemental Warrant – Water/Wastewater Utilities in the amount of \$1,971.98 with a second by D. Maxfield. Approved Unanimously.**

**IX. Approval of Selectboard Minutes of January 21, 2020**

**Motion made by M. Morgan to approve the Selectboard Minutes of January 21, 2020 as written with a second by D. Maxfield. Approved Unanimously.**

**X. Executive Session – Contracts**

**Motion made by C. Taylor at 8:26 p.m. that premature public knowledge about contracts would cause the Town or person to suffer a substantial disadvantage with a second by D. Maxfield. Approved Unanimously.**

**Motion made by C. Taylor at 8:27 p.m. that the Selectboard enter into Executive Session to discuss contracts under the provisions of 1 VSA 313 (A)(1) of the Vermont Statutes to include all five members of the Selectboard present tonight, Don Turner, Jr., Town Manager for the first half of the discussion and to recuse himself for the second half of the discussion, David Allerton, Director of Public Works with a second by D. Maxfield. Approved Unanimously.**

**XI. Action as a Result of Executive Session**

**Motion made by C. Taylor at 8:55 p.m. to close Executive Session with no action taken with a second by J. Palasik. Approved Unanimously.**

**XIII. Motion to Adjourn**

**Motion made by C. Taylor at 8:56 p.m. to adjourn with a second by D. Maxfield. Approved Unanimously.**

D. Adams adjourned the meeting at 8:56 p.m.

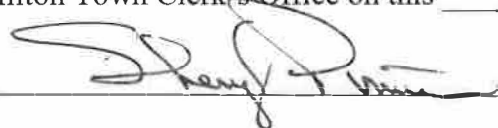
Respectfully Submitted,  
Sheila Mooney

APPROVED MINUTES:

  
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Chris Taylor, Selectboard Clerk

Date: 2-18-2020

Filed with the Milton Town Clerk's Office on this 19 day of February, 2020.

ATTEST:   
\_\_\_\_\_, Milton Town Clerk