



**Town of Milton – Selectboard Meeting
43 Bombardier Road, Milton VT 05468
In Person and/or via Zoom – Community Room
Monday, April 4, 2022 at 6:00 p.m.**

MINUTES

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

Selectboard Members Absent: None

Staff Members Present: Don Turner Jr., Town Manager; John Bartlett, Director of HR/Administration/Buildings & Grounds (remote); Amanda Pitts, Zoning Administrator; Michaela Foody, Public Safety Director; Brittany Tradup, Executive Assistant to the Town Manager

Others Present: Michael Thompson, resident; Crystal Gingras, resident; Trevor Gingras, resident; Erik Breiland, resident; Michael Frett, The Islander; annmerrill-griswold (remote); Alek Fleury, Milton Independent (remote)

I. Call to Order

D. Adams called the meeting to order at 6:00 p.m.

II. Flag Salute

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

III. Agenda Review

No changes.

IV. Public Forum

Resident Michael Thompson asked questions about fiber internet and the Northwest Communication Union District.

V. Consent Agenda

- Approval of Selectboard Meeting Minutes of March 21, 2022
- Approval of Warrant #22
- Approval of Supplemental Warrant: Quarterly Water & Sewer Bills

Motion made by M. Morgan to approve the Consent Agenda, with a second by B. Steady. Motion approved unanimously.

VI. Reappoint Reps for Northwest FiberWorx: Erik Breiland and Joe Mester

Don Turner, Jr., Town Manager

D. Turner presented background information on the bi-laws of Northwest FiberWorx, which require that representatives are reaffirmed by the end of April each year. He presented the resolution to reappoint Erik Breiland as the primary representative and Joe Mester as the alternate representative.

Motion made by M. Morgan to reappoint Erik Breiland and Joe Mester as the representatives to Northwest FiberWorx, with a second by J. FitzGerald. Motion approved unanimously.

VII. 58 River Street – Request to Waive Sewer Fees Due to Frozen Water Pipes
Don Turner, Jr., Town Manager

D. Turner provided a brief background on the situation, and the owner’s representative, Crystal Gingras, provided further information, including the amount billed for sewer, \$433.65.

Motion made by B. Steady to waive the sewer fees in the amount of \$433.65 for 58 River Street in Milton, Vermont, with a second by C. Taylor. Motion approved unanimously.

VIII. Atrium Way - Clapper Rd. Infrastructure Acceptance
Amanda Pitts, Zoning Administrator

A. Pitts provided background on these two projects.

Motion made by C. Taylor to accept the infrastructure and easement for Atrium Way; and release the surety in the amount of \$1,039.00, with a second by B. Steady. Motion approved unanimously.

Motion made by C. Taylor to accept the sewer line infrastructure for Clapper Road; and release the surety in the amount of \$857.00, with a second by B. Steady. Motion approved unanimously.

IX. Sharp Grant
Michaela Foody, Public Safety Director; Don Turner, Jr., Town Manager

M. Foody provided background on the funding opportunity, as presented in the following memo.

MEMORANDUM

TO: Don Turner Jr., Town Manager
FROM: Chief Stephen Laroche
DATE: 3/7/2022
SUBJECT: Governor's Highway Safety 2021 Equipment Support program

The Governor's Highway Safety Program in conjunction with the Chittenden County SHARP program has again offered the Milton Police Department a funding opportunity to purchase traffic safety related equipment through the 2021 Equipment Support program.

The Milton Police Department was offered the amount of \$5000. These funds will be used to purchase two (2) Light Detection and Ranging (LIDAR) speed detection devices. The LIDAR is a hand held speed detection device that allows the officers to monitor the speed of traffic. This device is able to detect the speed of a specific vehicle with pinpoint accuracy. In addition to the LIDAR we will purchase two (2) Universal Smart Phone TruSpeed adapters, these adapters will assist us with collecting photographic evidence of speed violations for traffic court. We will also purchase two (2) Kustom Signals Falcon hand held radar units with two (2) battery packs. The remainder of the funds will go towards a cruiser mounted radar unit once we determine which unit is a best fit for our new cruiser.

The cost of each LIDAR is \$1095 per the State of Vermont Contract.
The cost of each Universal Smart Phone TruSpeed adapter is \$127.00 per the State of Vermont Contract.
The cost of each Kustom Signals Falcon handheld radar unit with battery packs is \$1004.31. See attached price quote.

As in years past and since 2017, these funds from the Governor's Highway Safety Program in conjunction with the Chittenden County SHARP program has allowed the Milton Police Department to purchase multiple pieces of equipment directly related to traffic safety. Such items purchased in the past are as follows:

- Axon body worn cameras
- Cruiser radar unit
- Handheld radar units
- Computer and printers for cruisers
- Traffic cones
- Traffic Emergency signs
- Alco sensors

Unlike some grants, this funding opportunity has no match and has no cost to the Town of Milton.

We would like permission from you to receive and then spend these funds offered to us from the 2021 Equipment Support program. Funds from this opportunity would have to be spent by September 30th, 2022.

Motion made by C. Taylor to allow the Town to accept the sharp grant in the amount of \$5000 awarded to the Milton Police Department as outlined in the memo, with a second by M. Morgan. Motion approved unanimously.

X. Extension of Dispatch Contract
Michaela Foody, Public Safety Director

M. Foody provided background on the contract and relationship with the City of Saint Albans.

Motion made by B. Steady to authorize the Town Manager, or their designee, to execute necessary documents to renew a contract for Emergency Communications and Dispatch Services with the City of Saint Albans as presented, with a second by M. Morgan. Motion approved unanimously.

XI. Establish Ice House Road Facility Committee
Don Turner, Jr., Town Manager

D. Turner presented background as outlined in the memo. There was some further discussion in response to some clarifying questions from the Selectboard members.

Memo: Ice House Road Facility Committee
To: Town of Milton Selectboard
From: Town Manager Don Turner
Subject: Ice House Road Facility Committee
Date: 4/1/2022

The voters of the Town of Milton approved the development of a new Public Works Facility as part of the 2022 Town Meeting election. As the Town begins work on this project, consideration must also be given to the future use of the Ice House Road property, which is one of the two existing facilities used by Milton's Public Works Department.

The Town currently owns the building, but Green Mountain Power owns the land surrounding the building and leases it to the Town for \$1 per year. Selling the property is a consideration. However, the Town would like input from the community to explore other possibilities.

The Town plans to assemble a citizen committee to evaluate the future use of the Ice House Road property. The Committee's scope of work should include the following items:

- Identify potential uses for the existing facility at 17 Ice House Road
- Identify the necessary renovations/updates, other cost considerations and income potential for possible uses
- Explore public opinion on recommendations
- Identify potential funding sources for assistance
- Report back to the Selectboard by October 31, 2022.

Motion made by M. Morgan to authorize the Town Manager, on behalf of the Selectboard and the Town, to assemble a committee of 5 members to evaluate the future use of the Ice House Road property, with the scope of work as discussed. The Town will advertise the available spaces on the committee according to the Notice and Posting procedures of the Vacancy Policy. Second by J. FitzGerald. Motion approved unanimously.

XII. Establish Date for ARPA Public Hearing: June 20, 2022

Don Turner, Jr., Town Manager

D. Turner presented background as outlined in the following memo:

Memo: ARPA Funding Public Hearing

To: Town of Milton Selectboard

From: Town Manager Don Turner

Subject: Establish Date for Public Hearing on Use of ARPA Funding: June 20, 2022

Date: 4/1/2022

Use of American Rescue Plan Act (ARPA) funds by the Town of Milton, requires that the Town conduct a public hearing. The purpose of the hearing is to determine how best to use these funds. The Selectboard is committed to investing these one-time funds to get the greatest long-term benefit for the community. To date the Selectboard has committed funds to the new public works facility, rescue chief position, Milton on the Move part-time position and funding a number of capital purchases. The Town Manager proposes that the public hearing be conducted on June 20, 2022, at 6 pm here at the Municipal Offices prior to a regularly scheduled Selectboard meeting.

At this public hearing, the Town will:

- Outline the total amount of ARPA funds received, anticipated future ARPA funds and a list of funds previously encumbered by the Selectboard;
- Direct funds for use on infrastructure projects that have the greatest potential long-term benefit to the town and its residents;
- Target an amount of funds needed, based on input from Milton residents and businesses regarding their interest/need for funding; and

- Seek input from residents/businesses and other town entities on what they believe will provide the greatest benefit to our community.

XIII. Update from Town Manager and Board Members

Don Turner, Jr., Town Manager

D. Adams noted that he will not be present at the next Selectboard meeting.

M. Morgan stated that he will not be present at the first meeting in June.

Update from D. Turner:

- Turner was notified last week that the Town has been awarded \$300,000 from VTRANS to assist with building of a new salt/sand shed. The Town match is \$75,000 which will be funded as part of the new public works facility.
- The Town is having regular planning meetings to map out the new public works facility project. Public Works Director Dave Allerton reached out to Krebs and Lansing to discuss and get started with the infrastructure extension to the new public works facility.
- The Town is continuing to work with Krista Washburn on the old creamery property to get grant funding. She has decided to work with Kurt Muller of the Johnson Group. It appears that the CCRPC is interested in assisting her with funding for a phase one environmental assessment. Once this is completed, a phase two will be needed and then a materials assessment. The Town will continue to meet on the 15th of each month to assist her with this project. The Town will also plan a community work day to clean up around the property to include cutting of trees and boarding up doors and windows.
- Spring Banners will be put up along Route 7 on Wednesday.
- Turner will be working on the Conservation Committee's proposed ordinance in the coming weeks and will plan to bring it to the Selectboard in May for discussion.
- Assistant Town Treasurer Shannon Maynard and Turner met with the owners of 9 Ritchie Avenue to discuss/resolve an outstanding billing issue. The owners have agreed to pay for the 436,000 gallons of water and sewer that was never billed due to an inability to get a meter reading. This is another example of the good work Cally Audet and Shannon have been doing from the Town offices. Persistently monitoring monthly meter reads for leaks and non-reads enables them to provide good customer service while correcting these outstanding issues.
- The school board was in agreement to hold a joint meeting with the Selectboard on June 6th at 6pm. Their suggestion was to have the meeting at the Town Offices so the Selectboard could continue with the regular meeting following.
- The Town has received two applications for the part-time Milton on the Move Community Coordinator position. The position will remain posted until this Friday and interviews will be scheduled next Monday with the chairperson Jessica Groeling.
- Inclusion Festival will be held on May 7th in Bombardier Park in conjunction with Green Up Day and the Opening Day of Little League. There will also be events going on at the Artists Guild and MFCC will be having an event at the Grange.
- The Town received verbal notification that the grange members will be meeting in May to decide the future of the Milton Grange building. The Town will have to determine if there is any interest in pursuing the purchase of the property. It would require an appraisal.
- Rescue Department is onboarding four new rescue members and one per diem. They are also starting to attend Paramedic District Meetings. Their goal is to move to Paramedic service by next year at this time.

- Kirsten Jensen and Dave Allerton from Public Works submitted the completed MS4 permit last week.
- The reconditioning of the Vacuum Truck is completed and the truck should be back in Milton by Friday 4/15/22. The Town has requested that the manufacturer conduct a training/review of operations with the staff upon its return.
- Pike Industries was the low bidder for Spring Paving at approximately \$197,000.
- Munson Earth was the low bidder on sidewalk work at approximately \$19,000.
- New Selectboard laptops are scheduled to be delivered and distributed to board members at the next regularly scheduled meeting 4/18/22.
- There is a cemetery work day scheduled for June 4th at the West Milton Cemetery.
- With regard to the Miltonboro Cemetery: Turner is working with a neighboring property owner to obtain a right of way to access the cemetery from the rear of the Town property.

Notes from C. Taylor:

- There will be a scheduled cemetery work day on June 4 if anyone would like to participate.
- School will not be closed next year for Town Meeting, so the school will not be available for the election as previously discussed.

B. Steady knows a community member who is interested in getting involved with recreation. She will share information on the Recreation Committee and the Milton on the Move task force for the recreation, fitness and community center.

XIV. Executive Session –

Motion made by J. FitzGerald to find that premature knowledge about Potential Litigation would cause the Town or person to suffer a substantial disadvantage. Second by C. Taylor at 7:02 p.m. Motion approved unanimously.

Motion made by J. FitzGerald to move enter into executive session at 7:02 p.m. to discuss Potential Litigation under the provisions of 1 VSA 313 (A)(1) of the Vermont Statutes; to include the following; Selectboard members: D. Adams, M. Morgan, C. Taylor, J. FitzGerald and B. Steady; Town Manager Don Turner, Jr. Second by C. Taylor. Motion approved unanimously.

Motion made by J. FitzGerald to close executive session at 7:49 p.m., with a second by C. Taylor. Motion approved unanimously.

Motion made by J. FitzGerald at 7:52 p.m. to authorize the Selectboard Chair to communicate with the Town's attorney and to direct him to act in a manner consistent with the discussion in executive session, with a second by B. Steady. Motion approved unanimously.

XV. Adjournment

Motion made by M. Morgan to adjourn the meeting at 7:53 p.m., with a second by D. Adams. Motion approved unanimously.

All documents pertaining to this meeting may be viewed using the following link:
<https://miltonvt.box.com/s/guxzkk343gtmrjs4iufnsj4hlmd6uapa>

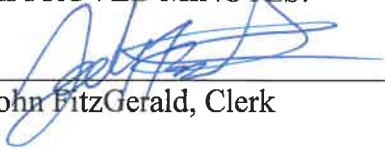
A video recording of this meeting can be found at the following location:

<https://miltonvt.box.com/s/gdbyqc1gxd1f85ivjyvero66mz0lq2ql>

Respectfully Submitted,

Brittany Tradup

APPROVED MINUTES:



Date: 4/18/2022

John FitzGerald, Clerk

Filed with the Milton Town Clerk's Office on this 19th day of April, 2022.

ATTEST: Kimberly Beers, Milton Town Clerk

