



**Town of Milton**  
43 Bombardier Road, Milton VT 05468  
**Teleconference/Virtual Regular Selectboard Meeting**  
**Monday, April 5, 2021**

**Minutes**

**Selectboard Members Present:** Darren Adams, 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; John Bartlett, Director of Admin/Facilities/HR/IT; Jenna Tucker, Director of Recreation; Eric Gallas, Highway Superintendent; Kirsten Jensen, DPW Engineer

**Others Present:** Ryan Bushey; Mat Heald; Black Strickland; Sam Morin-Sourdif; Nicholas Smith; Tabitha Kitson; Bridget Higdon

**I. Call to Order**

D. Adams called the meeting to order at 6:48 p.m.

**II. Flag Salute**

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

**III. Agenda Review**

None.

**IV. Public Forum**

None.

**V. Consent Agenda**

- **Approval of Joint Selectboard/School Board Minutes of 03/29/21**
- **Approval of Warrant #22**

**Motion made by M. Morgan to approve the Consent Agenda with a second by J. FitzGerald.  
Motion Approved Unanimously.**

**VI. MHS Students Mountain Bike Trails Presentation**

*Ryan Bushey, Recreation Commission member*

*Mat Heald, student*

*Blake Strickland, student*

*Sam Morin-Sourdif, student*

Mat Heald, Blake Strickland and Sam Morin-Sourdiff gave a presentation regarding adding mountain bike trails in Milton.

**VII. Development Review Board Alternate Approval**

*Nicholas Smith*

Nicholas Smith gave an overview of his qualification regarding his request to be an alternate on the Development Review Board.

**Motion made by M. Morgan to appoint Nicholas Smith to a one (1) year term as an alternate on the Development Review Board with a second by J. FitzGerald. Motion Approved Unanimously.**

**VIII. Culvert Purchase – CIP**

*Eric Gallas, Highway Superintendent*

Eric Gallas, Highway Superintendent presented the following Resolution:

**RESOLUTION**

Large Diameter Culvert Purchase for the Department of Public Works Highway Division

WHEREAS, the Administrative Code Purchasing Policy duly adopted by the Selectboard of the Town of Milton and amended October 5, 2020 requires competitive bidding and Selectboard approval for purchases over \$15,000 by the Town; and,

WHEREAS, the Highway Division of the Department of Public Works needs to purchase large diameter culverts for replacements on East Road and the Class III portion of Devino Road; and

WHEREAS, there is currently \$16,000 of capital funds available in the Milton Department of Public Works Highway Division's FY2021 Budget for purchasing large diameter culverts; and

WHEREAS, the Highway Superintendent collected prices from three reputable and frequently used Town vendors; EJ Prescott Inc., Johnson Hardware & Rental, and Ferguson Waterworks; and

WHEREAS, both Ferguson Waterworks and EJ Prescott were able to provide State bid pricing for the entirety of this order of large culverts at a total of \$11,599.20.

NOW, THEREFORE, BE IT RESOLVED, by the Selectboard of the Town of Milton that staff has successfully satisfied the requirements of the Town of Milton Administrative Code and hereby grant approval for the purchase of required replacement culverts from either vendor at State bid pricing, in an amount not to exceed \$11,599.20; and that the Town Manager, or his designee is authorized to execute the necessary documents related to these purchases.

**Motion made by B. Steady to approve the purchase of required replacement culvert from either vendor at State bid pricing, in an amount not to exceed \$11,599.20 and authorize the Town**

**Manager, or his designee to execute the necessary documents related to the purchase with a second by M. Morgan. Motion Approved Unanimously.**

**IX. Structure and Class 2 Paving Grants TA60 Financial Plan Approval**

*Kirsten Jensen, Public Works Engineer*

Kirsten Jensen, Public Works Engineer gave an overview of the Structure and Class 2 Paving Grants TA50 Financial Plan.

**Motion made by J. FitzGerald to approve and sign the Annual Financial Plan TA60 for the submission of the VTrans Class 2 Paving and Structures Grants for the Lake Road project with a second by M. Morgan. Motion Approved Unanimously.**

**X. River Street PSV Contract Award**

*Kirsten Jensen, Public Works Engineer*

Kirsten Jensen, Public Works Engineer gave an overview of the River Street PSV Contract Award and presented the following Resolution:

RESOLUTION

River Street Pressure Sustaining Valve Construction Bid Award

WHEREAS, the Administrative Code Purchasing Policy duly adopted by the Selectboard of the Town of Milton and amended October 5, 2020, requires competitive bidding and Selectboard approval for purchases over \$10,000 by the Town; and

WHEREAS, the River Street Pressure Sustaining Valve Project was put out to bid February 3, 2021, with bids due on March 4, 2021; and

WHEREAS, the Town received the following bids, with the Engineers Estimate with contingencies being \$195,000.00,

1. All Seasons Excavating: \$159,000.00
2. Don Weston Excavating: \$183,000.00
3. NA Manosh: \$214,644.00
4. Courtland Construction: \$251,000.00

WHEREAS, after DPW review and a bid analysis performed by our engineering consultant, Aldrich & Elliott, PC, DPW Staff recommends the contract be awarded to All Seasons Excavating, in the amount not to exceed \$159,000.00; and

NOW, THEREFORE BE IT RESOLVED, by the Selectboard of the Town of Milton that Staff has successfully satisfied the requirements of the Town of Milton Administrative Code and hereby awards All Seasons Excavating, the contract in amount not to exceed \$159,000.00, and that the Town Manager, or his designee is authorized to execute the necessary documents related to the award of this contract.

**Motion made by J. FitzGerald to award All Seasons Excavating, the contract for the River Street Pressure Sustaining Valve Project in the amount not to exceed \$159,000.00; and that the Town**

**Manager, or his designee is authorized to execute the necessary documents related to the award of this contract with a second by C. Taylor. Motion Approved Unanimously.**

**XI. Town Manager's Update**

- Received a thank you for our recent application for funding to the SFY 2021 Transportation Alternatives Program (TAP). Unfortunately, our project was not recommended for funding this year. It was an extremely competitive funding round with 20 applications statewide totaling more than approximately \$4.6 million. Available funding for TAP applications this year was approximately \$2.2 million.
- The Town did receive the grant to build a sidewalk on the southern side of Bombardier Road from the rescue station to the intersection with Middle Road. The work will be completed later this summer.
- Comcast plans to expand service in Vermont. In the Milton area they plan to expand service on Hardscrabble Road, East Road, Cody Road, Martell Road, Reynolds Road, and Devino Road; Passings: 92; Miles: 6.4.
- March 23rd Delinquent Taxes History report – The Town collected 88.73% compared to an average of 78.18% at this time of the cycle. Last year was a little better.
- VTrans Highway Safety Awards - Sgt. Paul Locke was recognized as the Drug Recognition Expert (DRE) of the year.
- A new Assistant Town Clerk has been hired. She will begin no later than April 26, 2021.
- The Police Administrative Assistant position has been offered to our top candidate and they will likely begin in a few weeks.
- There is a paving pre-bid meeting on Friday, April 9<sup>th</sup>.
- There is a PSV project pre-construction meeting on Thursday, April 8<sup>th</sup>.
- The Town is working with the owner of the old creamery building to see if we can work out a public/private partnership to clean up the site.
- American Rescue Plan Funds – The Town of Milton is estimated to receive between \$1 million to \$3 million. Receipt of the money is unknown and utilization of the money is yet to be determined.
- A burn ban has been instituted for the foreseeable future due to the extremely dry conditions.
- The disc golf course at Bombardier Park is nearing completion.

**XII. Executive Session – Contracts**

**Motion made by C. Taylor at 7:31 p.m. that premature public knowledge regarding contracts would cause the Town or person to suffer a substantial disadvantage with a second by M. Morgan. Motion Approved Unanimously.**

**Motion made by C. Taylor at 7:31 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; John Bartlett, Director of Administration/Facilities/Human Resources/IT; and Jessica Morris, Director of Finance with a second by M. Morgan. Motion Approved Unanimously.**

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

**Motion made by C. Taylor at 8:42 p.m. to close Executive Session with no action taken with a second by M. Morgan. Motion Approved Unanimously.**

**XIV. Adjournment**

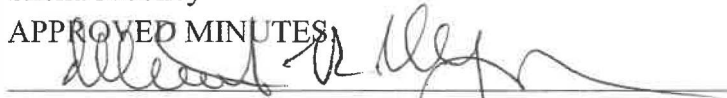
**Motion made by C. Taylor at 8:42 p.m. to adjourn with a second by J. FitzGerald. Motion Approved Unanimously.**

D. Adams adjourned the meeting at 8:42 p.m.

Respectfully Submitted,

Sheila Mooney

APPROVED MINUTES

 Date: 20 Apr 2021

Chris Taylor, Selectboard Clerk

Filed with the Milton Town Clerk's Office on this 20<sup>th</sup> day of April, 2021.

ATTEST: Krist Beas, Milton Town Clerk