



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

**Regular Selectboard Meeting**

Monday, April 20, 2020 at 6:30 p.m.

**Teleconference Meeting**

**Due to COVID-19, there is no physical location for this meeting**

**The Town of Milton encourages participation by telephone**

**Minutes**

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

**Town Staff Members Present:** Don Turner, Jr., Town Manager; Sheila Mooney, TM Executive Assistant; Jessica Morris, Director of Finance; John Bartlett, Director of Administration/Human Resources/Facilities; Kym Duchesneau, Director of Recreation; John Gifford, Treasurer; Stephen Laroche, Chief of Police

**Others Present:** Buddy Meilleur, LCATV; Avalon Ashley, Milton Independent

**I. Call to Order**

John Palasik called the meeting to order at 6:40 p.m.

**II. Flag Salute**

B. Steady led the attendees in the Pledge of Allegiance.

**III. Review of New Process for Selectboard Meetings**

*John Palasik, Selectboard Chair*

J. Palasik gave a brief review of the new process for Selectboard meetings.

**IV. Agenda Review**

Item added to the Agenda regarding extension of the dog license penalty deadline from May 1<sup>st</sup> to June 15<sup>th</sup>.

**V. Public Forum**

None.

**VI. Consent Agenda**

- Approval of Minutes of April 6, 2020
- Approval of Supplemental Warrant Quarterly Town Water/Sewer
- Approval of Warrant #22
- Signatures Required for Class 2 Paving and Structures Grants

**Motion made by B. Steady to accept the Consent Agenda as presented with a second by C. Taylor. M. Morgan, Yes; C. Taylor, Yes; B. Steady, Yes;**

**J. Fitzgerald, Yes; J. Palasik, Yes. Motion Approved Unanimously.**

**VII. Permission to Apply for RiseVT Grants**

*Kym Duchesneau, Director of Recreation*

Kym Duchesneau gave an overview of the RiseVT grants for a message board kiosk and for two park benches.

**Motion made by B. Steady authorizing Kym Duchesneau, Director of Recreation, or her designee to apply for RiseVT grants for a message board kiosk and two park benches with a second by M. Morgan. M. Morgan, Yes; C. Taylor, Yes; B. Steady, Yes; J. Fitzgerald, Yes; J. Palasik, Yes. Motion Approved Unanimously.**

**VIII. Certificate of Approval – Location of Salvage Yard**

*Don Turner, Jr., Town Manager*

Don Turner, Jr. gave an overview of the Certificate of Approval for Jeffrey L. Turner's salvage yard located at 19 Watkins Road, Milton, Vermont.

**Motion made by M. Morgan to approve the Salvage Yard Certificate of Approval for a term of 5 years for Jeffrey L. Turner's salvage yard located at 19 Watkins Road, Milton, with a second by C. Taylor. M. Morgan, Yes; C. Taylor, Yes; B. Steady, Abstain; J. Fitzgerald, Yes; J. Palasik, Yes. Motion Approved.**

**IX. Town Server Replacement Discussion–FY20 CIP Approved Purchase**

*John Bartlett, Director of Administration/Facilities/Human Resources*

John Bartlett gave an overview of the Town server replacement project.

**Motion made by M. Morgan to approve the purchase of a host server and virtualize the current three servers onto the host server at a cost of \$13,533 with \$12,000 coming from the FY20 approved budget CIP project #417-002E-Server Replacement and \$1,533 from the Restoration of Records Funds with a second by C. Taylor. M. Morgan, Yes; C. Taylor, Yes; B. Steady, Yes; J. Fitzgerald, Yes; J. Palasik, Yes. Motion Approved Unanimously.**

**X. Town-Wide Reappraisal Proposals**

*Don Turner, Jr., Town Manager*

Don Turner, Jr. gave an overview of the Town-wide reappraisal proposals.

**XI. Property Taxes Penalty Abatement and Payment Plan**

*Don Turner, Jr., Town Manager*

*John Gifford, Treasurer*

Don Turner, Jr. and John Gifford gave an overview of the property tax penalty abatement and payment plan. The Town's legal opinion states that the Selectboard does not have the authority to change the Town Charter regarding abatement of property taxes and penalties. The Legislature is the only body that has the authority

to take this action. The Board of Abatement can work with taxpayers regarding payment plans and delinquent property taxes and penalties.

## **XII. CCRPC Milton FY21 Committee Appointments**

*Don Turner, Jr., Town Manager*

**Motion made by B. Steady to approve the reappointment of Tony Micklus, as the Representative to the Chittenden County Regional Planning Commission; David Allerton, as the Representative and Ashley Jackson, as the Alternate Representative to the Transportation Advisory Committee; and David Allerton, as the Representative and Ashley Jackson, as the Alternate Representative to the Clean Water Advisory Committee; all appointments for a two year term commencing July 1, 2020 and ending June 30, 2022 with a second by M. Morgan. M. Morgan, Yes; C. Taylor, Yes; B. Steady, Yes; J. Fitzgerald, Yes; J. Palasik, Yes. Motion Approved Unanimously.**

## **XIII. Dog License Extension**

**Motion made by J. Fitzgerald to approve the extension of dog licenses and late fees from May 1, 2020 to June 15, 2020 with a second by B. Steady. M. Morgan, Yes; C. Taylor, Yes; B. Steady, Yes; J. Fitzgerald, Yes; J. Palasik, Yes. Motion Approved Unanimously.**

## **XIV. Town Manager's Update**

Don Turner, Jr. gave the following update:

- Status report – Hogabooms moved for summary judgment. The Town filed in opposition because the relief they are seeking can't come from the Town. Jenkins missed the deadline to file (3 weeks ago). Will keep the Selectboard updated.
- Burger King project is currently on hold until after COVID-19.
- The lighting upgrade in the municipal building came in over budget. Don Turner, Jr. apparently misunderstood the proposal when the resolution was submitted and accepts full responsibility for the error. The lighting upgrade was approved in the capital budget but we moved it up to be completed during the renovation due to the rebate reduction that occurred on March 1, 2020. Will have the exact numbers at the next Selectboard meeting.
- Other towns are furloughing staff. Milton will continue without furlough/layoffs.
- All department heads have been instructed to limit spending to only essential items.
- Remote workers sending emails/calls. If working remotely, staff go in after hours to get what is needed rather than requesting from others.
- Electronic timesheets are being submitted to help with FEMA reimbursement.
- Casella was in Bombardier Park on Saturday, April 18<sup>th</sup>. There is a four bag maximum and they must pay for recycling. There has been very positive feedback.
- After inspection of our storm and oil water systems at the Highway Garage, we found several issues that need immediate actions. The oil water separator was

found to have oil in it to a level where it could get into the pump station and out into the sewer system. We called in a contractor for an estimate. This contractor is Environmental Products and Services of Vermont. They are a vender to the Town so this will speed up the process on our end. They estimated the project to come in around \$3000 and they could do the work on Friday 4/17/20. Due to the possible impacts of this issue, Don Turner, Jr. gave David Allerton, Director of Public Works the green light on this project. We have also found a plugged storm line from the rear of the Highway Garage yard to the river. We will be working on a new plan to help control the storm water at the Highway Garage.

- Dilliwagon wants to rent the Milton Grange location for the summer.
- Tom Sanchez stopped by the office on April 7<sup>th</sup> to express his frustration with the current Selectboard meeting process. He feels that it infringes on his rights and asked that I share his thoughts with the Selectboard.
- The Planning Director position has been accepted by Cymone Haiju.
- The Public Safety Director position has been accepted by Michaela Foody.
- ATVs have been using the landfill and new posted signs have been installed to prevent ATVs riding on the landfill.

**XV. Executive Session**

No Executive Session was held.

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

No Executive Session was held.

**XVII. Motion to Adjourn**

**Motion made by M. Morgan to adjourn the meeting at 8:36 p.m. with a second by B. Steady. M. Morgan, Yes; C. Taylor, Yes; B. Steady, Yes; J. Fitzgerald, Yes; J. Palasik, Yes. Motion Approved Unanimously.**

J. Palasik adjourned the meeting at 8:36 p.m.

Respectfully Submitted,  
Sheila Mooney

APPROVED MINUTES:

\_\_\_\_\_ Date: \_\_\_\_\_  
Chris Taylor, Selectboard Clerk

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

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