



**Town of Milton**  
**Regular Selectboard Meeting**  
**Monday, May 6, 2019 at 6:10 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, Town Manager Executive Assistant; Taylor Yeates, Director of Public Safety; Kym Duchesneau, Recreation Coordinator; Stephen Laroche, Chief of Police; John Bartlett, Director of Human Resources/Administration/Building and Grounds; Bruce Trombly, Supervising Equipment Operator; Eric Gallas, Highway Superintendent; Danny Sweeney, Equipment Operator; Sergeant Scott Philbrook; Michael Burris, Director of Planning

**Others Present:** Brenda Steady; Tony Moulton; John Fitzgerald; Neil Zawicki; Sean Cannon; Ian Squirrell; Dan Turner; Tabitha Kittson; Lisa Trombly; Gary Trombly; Sharon Trombly

### **I. Call to Order**

The meeting was called to order by D. Adams at 6:12 p.m.

### **II. Agenda Review**

Item V.E. was removed and replaced by Adoption of Parks Ordinance.

### **III. Public Forum**

Brenda Steady reported that she spoke with the Secretary of State's Office and they do not regulate compensation for Selectboard members.

### **IV. Business**

#### **A. Recognition of Bruce Trombly for 30 Years of Service**

*Bruce Trombly*

**Motion made by M. Morgan to adopt the Resolution expressing appreciation and thanks on behalf of the Town staff and citizens for Bruce Trombly's many and varied contributions to the quality of life and prosperity of the community for the past 30 years with a second by D. Maxfield. Approved Unanimously.**

**B. Appointment of Sean Cannon to the Development Review Board**

*Sean Cannon*

Sean Cannon gave an overview of his qualifications to the Selectboard.

**Motion made by M. Morgan to appoint Sean Cannon to the Development Review Board for a three (3) year term with a second by D. Maxfield. Approved Unanimously.**

**C. Appointment of Ian Squirrell to the Economic Development Committee**

*Ian Squirrell*

Ian Squirrell gave an overview of his qualifications to the Selectboard.

**Motion made by M. Morgan to appoint Ian Squirrell to the Economic Development Committee for a three (3) year term with a second by D. Maxfield. Approved Unanimously.**

**D. Dan Turner Salvage Yard**

*Dan Turner*

Dan Turner gave an overview of his request for an extension of the term of his permit with the Town for a salvage yard located at 10 Clay Ridge Road, Milton, Vermont.

**Motion made by J. Palasik to approve the extension of the term of the permit for a salvage yard located at 10 Clay Ridge Road, Milton Vermont from June 1, 2020 to July 1, 2025 with a second by D. Maxfield. Approved Unanimously.**

**E. Adoption of Parks Ordinance**

*Taylor Yeates, Director of Public Works*

Taylor Yeates, Director of Public Works gave an overview of the Parks Ordinance.

**Motion made by C. Taylor to adopt the Ordinance For The Operation and Regulation of Parks and Recreation Areas and Activities with a second by M. Morgan. Approved Unanimously.**

**F. Police Bullet Proof Vest Grant Consideration**

*Stephen Laroche, Chief of Police*

Stephen Laroche, Chief of Police gave an overview of the Police Bullet Proof Vest Grant.

**Motion made by C. Taylor authorizing the Town Manager, or his designee to execute the necessary documents to submit an application for funding from the Bulletproof Vest Partnership Program grant in the amount of \$7,519.00, accept the funds awarded, approve the expenditures to purchase bulletproof vests and make the appropriate budget amendments with a second by D. Maxfield. Approved Unanimously.**

**G. Police Cruiser Capital Improvement Plan 2020**

*Stephen Laroche, Chief of Police  
Sergeant Scott Philbrook*

Stephen Laroche, Chief of Police and Sergeant Scott Philbrook gave an overview of the Police Cruiser Capital Improvement Plan 2020.

**Motion made by C. Taylor authorizing the Town Manager, or his designee to execute the necessary documents to purchase one (1) 2020 Ford utility police cruiser and necessary equipment for a total cost not to exceed \$50,017.00 with a second by D. Maxfield. Approved Unanimously.**

Stephen Laroche, Chief of Police gave an update of the switching of the Town's dispatch service from Colchester to St. Albans.

**H. Fee Adjustment – Highway Access Permit Discussion and Vote**

*Don Turner, Jr., Town Manager*

Don Turner, Jr., Town Manager gave an overview of the fee adjustment for Highway Access Permits.

**Motion made by M. Morgan approving the adjustment of fees for a Highway Access Permit to \$140 per application with a second by D. Maxfield. Approved Unanimously.**

**I. Awarding Contract of Precast Structures East Road Bridges**

*Don Turner, Jr., Town Manager*

Don Turner, Jr., Town Manager gave an overview of the East Road Bridges replacement project Precast Concrete Structures contract award.

**Motion made by M. Morgan authorizing the award of the contract to Michie Corporation in an amount not to exceed \$264,685, and that the Town Manager, or his designee is authorized to execute the necessary documents related to the award of the contract with a second by D. Maxfield. Approved Unanimously.**

**J. Town of Milton Comprehensive Plan**

*Michael Burris, Director of Planning*

Michael Burris, Director of Planning gave an overview of the Town of Milton Comprehensive Plan.

**K. Glebe Land**

*Don Turner, Jr., Town Manager*

**Motion made by M. Morgan authorizing the Town Manager, or his designee to execute a Quitclaim Deed for 16 Summit Way, Milton, Vermont with a second by D. Maxfield. Approved Unanimously.**

**L. Authorization to Form Three Committees:**

- **Town Green**
- **Bombardier Park**
- **Public Works Facility**

Don Turner, Jr., Town Manager and the Selectboard discussed the formation of the Town Green Advisory Committee, Bombardier Park Advisory Committee, and the Public Works Facility Advisory Committee.

**V. Town Manager's Update**

*Don Turner, Jr., Town Manager*

- A police cruiser sustained minor damage from an accident on May 3, 2019;
- Interviews were conducted for a newly created engineer position and one of the engineers has accepted the job and will begin June 1st;
- At the next Selectboard meeting bids for the contractor portion of the East Road bridges and Lake Road waterline will be presented;
- On June 3, 2019 the paving and Southern Gateway intersection bid awards will be presented;
- There is a petition being circulated regarding the road conditions on Hardscrabble Road and the Town intends to organize a neighborhood meeting regarding the issue;
- The Town is in the process of acquiring easements for the Route 7 Sidewalk Project;
- The Town won an award for the revitalization of Bombardier Park;
- Green up Day was a success;
- Opening day of baseball and softball was a success;
- The Town has received positive feedback regarding the April 29<sup>th</sup> Town Summit;
- A farmer has a bunker that is vacant and possibly available for short-term rental for salt storage;

**VI. Approval of Warrant #24**

**Motion made by C. Taylor to approve Warrant #24 in the amount of \$191,584.41 with a second by D. Maxfield. Approved Unanimously.**

- VII. Approval of Minutes - April 13, 2019 Special Selectboard Meeting
- VIII. Approval of Minutes - April 15, 2019 Regular Selectboard Meeting
- IX. Approval of Minutes - April 29, 2019 Selectboard/School Board Meeting

Motion made by C. Taylor to approve the Minutes of April 13, 2019; April 15, 2019; and April 29, 2019 with a second by D. Maxfield. Approved Unanimously.

X. Executive Session

- a. Personnel
- b. Contracts

Motion made by C. Taylor at 7:57 p.m. that premature public knowledge about personnel and contracts would cause the Town or person to suffer a substantial disadvantage with a second by J. Palasik. Approved Unanimously.

Motion made by C. Taylor at 7:58 p.m. that the Selectboard enter into executive session to discuss personnel and contracts under the provisions of 1 VSA 313 (a)(1) of the Vermont Statutes to include all five members of the Selectboard present tonight and Don Turner, Jr., Town Manager with a second by D. Maxfield. Approved Unanimously.

XI. Action as a Result of Executive Session

Motion by J. Palasik at 8:47 p.m. to close executive session with a second by C. Taylor. Approved Unanimously.

XII. Motion to Adjourn

Motion made by D. Maxfield at 8:47 p.m. to adjourn the meeting with a second by M. Morgan. Approved Unanimously.

D. Adams adjourned the meeting at 8:47 p.m.

Respectfully Submitted,  
Sheila Mooney

APPROVED MINUTES:

\_\_\_\_\_ Date: \_\_\_\_\_

Chris Taylor, Clerk

Filed with the Milton Town Clerk's Office on this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

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