



**Town of Milton**  
**43 Bombardier Road, Milton VT 05468**  
**In Person and Teleconference/Virtual Regular Selectboard Meeting**  
**Tuesday, September 7, 2021 at 6:30 p.m.**

**MINUTES**

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

**Selectboard Members Absent:** None

**Staff Members Present:** Don Turner Jr., Town Manager; Cally Audet, Public Works/Planning & Zoning Administrative Assistant; Kristin Beers, Town Clerk; Michaela Foody, Director of Public Safety; Jess Morris, Director of Finance; Kirsten Jensen, Public Works Engineer; Eric Galls, Highway Superintendent; John Bartlett, Director of HR/Administration/Buildings & Grounds

**Others Present:** John Noble, LCATV; Pete Staniels, Cemetery Superintendent; Bev Hayden; Shawn Oliver; Alyssa Morway; Diane Barrows; John Mayville; Paul Costello; Tony Micklus; Jenna Koloski; Bridget Higdon, Milton Independent; Lisa Rees; Sandy Ladd

**I. Call to Order**

D. Adams called the meeting to order at 6:30 p.m.

**II. Flag Salute**

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

**III. Agenda Review**

The item regarding the Tandem Truck Purchase may not have an action item, rather Staff requested to have a conversation regarding whom the contracted should be awarded to.

**IV. Public Forum**

None.

**V. Consent Agenda**

- Approval of Joint School Board/Selectboard & Special Selectboard Meeting Minutes of 08/30/21
- Approval of Warrant #6

**Motion made by M. Morgan to approve the Consent Agenda, with a second by C. Taylor. Motion approved unanimously.**

**VI. Vicious Dog Complaint Hearing Follow Up – Oliver/Maya**

Don Turner, Jr., Town Manager provided a brief overview of the decision made by the Selectboard regarding this hearing on June 7, 2021. D. Turner shared that S. Oliver, dog owner, had submitted a written update from the dog trainer as requested by the Board. He also shared that Maya had since been spayed as requested.

S. Oliver stated that Maya will remain in training through January 2022, at the six-month check in with the Selectboard.

## **VII. Volunteer Commission/Board Appointments/Reappointments**

Don Turner, Jr., Town Manager, provided a brief introduction of the various Town board and commission members whose terms had expired and wished to be reappointed to their respective boards and commissions; as well as providing a brief introduction of Beverly Hayden, who had requested to join the Cemetery Advisory Committee as a new member.

D. Turner, Jr., also shared that Bob Lombard no longer wishes to remain on the Cemetery Advisory Committee, and that a thank you letter for his service to the community will be going out to him soon.

**Motion made M. Morgan to reappoint William Pikul to the Conservation Commission for a 3-year term expiring in 2024; Tony Micklus to the Economic Development Commission for a 3-year term expiring in 2024; Tony Micklus as the Regional Planning Commission Representative for a 2-year term expiring in 2023; John Mayville to the Cemetery Advisory Committee for a 3-year term expiring in 2024; and to appoint Beverly Hayden as a new member of the Cemetery Advisory Commission for a 3-year term expiring in 2024, with a second by B. Steady. Motion passed unanimously.**

## **VIII. Cemetery Rules, Regulations & Form Amendment Approval**

D. Turner, Jr., Town Manager introduced and thanked Pete Staniels, Cemetery Superintendent, and Kristin Beers, Town Clerk, for the work they have done in recent weeks and months regarding cemetery maintenance and coordination. P. Staniels and K. Beers presented proposed changes to the Cemetery Rules and Regulations, as well as various forms for consideration by the Selectboard.

**Motion made by C. Taylor to approve all modifications as presented, with a second by B. Steady. Motion passed unanimously.**

## **IX. Vermont Council on Rural Development**

D. Turner introduced Jenna Koloski and Paul Costello, Members of the Vermont Council on Rural Development. Jenna and Paul have offered their services on behalf of the Council to work with members of the Milton community to develop a plan for future growth and development. They shared an overview of what this process would look like for Milton, and expressed the need for community volunteers to serve on a steering committee to help enact this change.

If the Selectboard chooses to participate in this opportunity, this process would start with a community visit on October 13, 2021; followed by a community kick-off in November that would require hosting community forums to gather community input. In December, this input would shifted into working groups of community members who would assist in putting plans together on how to achieve these goals. The process would end with a final meeting in January, where task force meetings would begin and action plans would be developed.

**X. 2022 Tandem Truck Purchase Approval**

Don Turner, Jr., Town Manager requested that the Members of the Board have a conversation regarding the contract award recipient. Staff shared their bid review process for the purchase of a new 2022 Highway Maintenance Truck, and expressed their struggles with choosing an award recipient for this bid. D. Turner Jr., and Eric Gallas, Highway Superintendent, asked for the opinion of the members of the Board, as they believe both companies are great choices. After further discussion, members of the Selectboard decided to award the contract to R.R. Charlebois to support a locally owned business.

**Motion by M. Morgan that the Selectboard of the Town of Milton authorize the Town Manager, or his designee to execute all necessary documents to purchase a 2022 Freightliner from R.R. Charlebois for an amount not to exceed \$225,915, with second by C. Taylor. Motion passed unanimously.**

**XI. Bicycle/Pedestrian Grant Acceptance Approval – Bombardier Sidewalk**

Kirsten Jensen, Public Works Engineer provided a brief overview of the VTrans Small Scale Bicycle and Pedestrian Improvements Project and presented the following resolution:

RESOLUTION  
VTRANS SMALL SCALE BICYCLE AND PEDESTRIAN IMPROVEMENTS  
PROJECT GRANT ACCEPTANCE – BOMBARDIER ROAD SIDEWALK

WHEREAS, the Town of Milton, Department of Public Works applied for a Vermont Agency of Transportation Small Scale Bicycle and Pedestrian Grant in February 2021, to assist in funding a new sidewalk on Bombardier Road, said Grant to provide 50% of the project costs, up to a maximum of \$15,000, with a 50% local match; and,

WHEREAS, the Town of Milton Department of Public Works was notified of being awarded the grant in June 2021; and,

WHEREAS, the estimated cost of the project is,

Grant Share: \$15,000

Local Share: \$15,000

Total Estimated Cost: \$30,000; and,

WHEREAS, the Local Match requirement will be provided by in-kind services, and the Contracted Services budget line item if necessary; and,

THEREFORE, BE IT RESOLVED, by the Selectboard of the Town of Milton that the Town Manager, or his designee, is authorized to execute the Small Scale Bicycle and Pedestrian Improvement Projects Grant Agreement with the Vermont Agency of Transportation for the Bombardier Road Sidewalk Project, at an estimated cost of \$30,000, at a 50/50 split of grant/local match funding.

**Motion made by M. Morgan to proceed with the approval as presented, with a second by B. Steady. Motion passed unanimously.**

## **XII. Proposed Public Works Facility Updates**

D. Turner, Jr., Town Manager expressed his desire to begin the conversation about this process and gather thoughts and opinions of both the Selectboard and members of the community. He shared that on September 23, 2021 the Development Review Board will hold a hearing for the final subdivision of the land this proposed facility would be built on. He shared that this land would be donated to the Town by its current owners, the Brault Family. D. Turner and E. Gallas also expressed their desire to hold an Open House at the current Public Works Facility to provide a visual experience for the tax payers to understand the need for a new facility.

L. Rees shared that the video made of the current Public Works Facility was very helpful in showing the condition of the current building. Further discussion took place regarding the breakdown of the finances for a project of this size.

D. Turner, Jr., requested that the Selectboard begin to consider this project proposal be added to the ballot on Town Meeting Day. Further conversation(s) will take place regarding the Ice House property should the plan move forward.

**Members of the Selectboard requested the addition of an agenda item to the September 20 meeting regarding spokesperson in the Vermont Council on Rural Development steering committee.**

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

- Inclusivity Training will take place next Tuesday at the following times: 9-11 AM; 1-3 PM and 5-7 PM. D. It was requested that the members of the Board consider participating in one of the sessions.
- Barring any unforeseen problems our new ambulance should be here sometime during the day on Monday 9/13/21. Steve is working on scheduling Radio North to install the radio's on Tuesday or Wednesday after that we can start loading it up.
- The Town submitted to VLCT on incident report for a woman tripping on the front sidewalk Thursday 9/2/21. The woman did not trip on the damaged sections, however it was a good reminder for us to get an estimate for repairing/replacing the damaged panels.
- The DRB will be holding a hearing for the Brault Family subdivision on Thursday, September 23rd at 6 PM.
- We are planning to create a rain garden in the main parking lot in front of the building to assist us with phosphorus reduction plan and our MS4 permitting.
- Reappraisal status - property inspections are anticipated to be completed by December, analyzing data through April, values released in May and appeals in June.
- Rollin Irish Road culvert replacement project was substantially completed last Thursday, September 2, 2021, and is just awaiting paving for completion.
- VLCT Town Fair September 29th and October 4-8 virtually see information in your mailbox.
- Municipal Parking lot crack filling and sealing will begin this Friday, September 10 by School District staff.
- Hardscrabble Road warranty work has been completed. Very little negative feedback received to date.
- For the Executive Assistant position in the Town Manager Office, we had an excellent interview last week. The candidate just relocated here in Vermont from Texas. We offered Brittany the position after checking references and she accepted it today, Tuesday, September 7, 2021. She

has some unfinished business in her home state and will be starting the first week of November barring any unforeseen circumstances.

- Water shut-offs have been very trying for John and Shannon. A new state program offers to pay water/sewer invoices for eligible users for up to the next twelve months or \$10,000. It has not started yet and people seem to be very confused about this program which is causing for stress on everyone. This is the first water shut-offs since pre-Covid.

#### XIV. Adjournment

**Motion made by M. Morgan to adjourn the meeting at 8:38 p.m., with a second by C. Taylor.  
Motion approved unanimously. Meeting adjourned.**

Respectfully Submitted,

Cally Audet

APPROVED MINUTES:

 Date: 9-20-21  
Chris Taylor, Clerk

Filed with the Milton Town Clerk's Office on this 21<sup>st</sup> day of September, 2021.

ATTEST: , Milton Town Clerk