



Town of Milton
Regular Selectboard Meeting
Monday, December 2, 2019 at 6:00 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, TM Executive Assistant; David Allerton, Director of Public Works; Stephen Laroche, Chief of Police; Eric Gallas, Highway Superintendent; Susan Larson, Library Director; Corporal Jason Porter; K9 Hatchi; John Bartlett, Director of Administration/Facilities/Human Resources; Sara Wright, PD Administrative Assistant

Others Present: Thomas Sanchez; Jennifer Taylor; Brenda Steady; Chris Banke, Missy Banke; John Fitzgerald; Lisa Barron

I. Call to Order

The meeting was called to order by D. Adams at 6:00 p.m.

II. Flag Salute

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

III. Agenda Review

None.

IV. Public Forum

Thomas Sanchez of Devino Road informed the Town that Devino Road residents recently purchased \$1,400 worth of salt. Mr. Sanchez requested that the Selectboard consider allowing Devino Road residents access to a larger quantity of sand available at the Town garage than the five gallon bucket of sand currently allotted per Milton resident.

V. Business

A. Honor Retirement of K9 Hatchi

Stephen Laroche, Chief of Police
Corporal Jason Porter

Motion made by J. Palasik that the Town Manager and the Selectboard of the Town of Milton, on behalf of the citizens and Town staff, wish to

express their sincere appreciation to K9 Hatchi and Corporal Jason Porter for their six years of dedication with a second by C. Taylor. Approved Unanimously.

B. Winter Operations Plan

Eric Gallas, Highway Superintendent

Eric Gallas, Highway Superintendent gave an overview of the Winter Operations Guidelines for the 2019-2020 winter season.

Motion made by J. Palasik to accept the Department of Public Works Winter Operations Guidelines for the 2019-2020 winter season with the date change with a second by D. Maxfield. Approved Unanimously.

C. Authorization to Purchase Winter Salt

Eric Gallas, Highway Superintendent

Eric Gallas, Highway Superintendent gave an overview of the winter salt purchase for the Department of Public Works for the 2019-2020 winter season.

Motion made by M. Morgan to award to Cargill the contract to purchase, up to and not to exceed \$180,000.00 without further authorization, winter salt at a price of \$78.50 per ton delivered; 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 D. Maxfield. Approved Unanimously.

D. Authorization to Bid Spring 2020 Roadway Resurfacing Project

David Allerton, Director of Public Works

David Allerton, Director of Public Works gave an overview of the spring 2020 Roadway Resurfacing Project. After the 2019 Roadway Resurfacing Project was completed, a balance of \$358,086.27 remains for road resurfacing projects. The Department of Public Works (DPW), with the input from the Town Manager, has identified additional roads needing resurfacing. Staff feels this work can be completed within this budget amount. The roads are: Murray Avenue – mill and fill; Sawyer Avenue – overlay; Hardscrabble Road – reclaimed and chip sealed. DPW is requesting the Selectboard authorize the Town Manager, and DPW to put this additional road reconstruction work out to bid for a spring 2020 Roadways Resurfacing Project with a contract price not to exceed the \$358,086.27 in available funds.

Motion made by M. Morgan authorizing the Department of Public Works staff to bid the Spring 2020 Roadway Resurfacing Project, including Hardscrabble Road, Murray Avenue and Sawyer Avenue, in December 2019 with bids due in early January 2020 not to exceed \$358,086.27 in available funds with a second by D. Maxfield. Approved Unanimously.

D. Adams requested the Public Works Department review the possibility of Beebe Hill Road improvements.

E. Route 7 Streetscape Project – South, Contract Award

David Allerton, Director of Public Works

The Route 7 Streetscape Project – South went out to bid on October 22, 2019 with bids due on November 4, 2019. Invitations to bid were advertised in the local newspaper and published on the Town website. The following seven bids were received:

Don Weston Excavating	\$253,232.00
Desrochers Construction	\$268,904.00
Dirt Tech	\$279,186.00
J. Hutchins	\$298,699.00
Engineers Construction Inc.	\$308,689.00
Dale E. Percy Inc.	\$377,475.00
G.W. Tatro	\$426,466.00

Don Weston Excavating was the low bidder at \$253,232.00. DPW has reviewed the bids, and Hamlin Consulting Engineers (HCE) has completed a bid analysis. DPW and HCE recommend awarding the Route 7 Streetscape Project – South contract to Don Weston Excavating.

Motion made by M. Morgan authorizing the Town Manager, or his designee to execute the construction contract documents and award the Route 7 Streetscape Project – South contract to Don Weston Excavating in the amount of \$253,232.00 with a second by D. Maxfield. Approved Unanimously.

F. FY21 Library Annual Report

Susan Larson, Library Director

Lisa Barron, Library Board President

Susan Larson, Library Director and Lisa Barron, Library Board President gave a presentation of the FY21 Library Annual Report.

G. FY21 Budget Presentation

Jessica Morris, Director of Finance

Jessica Morris, Director of Finance gave an overview of the General, Town Manager's Office, and Debt FY21 budgets. The Payroll and Benefits FY21 budget will be discussed in Executive Session.

H. Selectboard Support for Town Forest Trail Grant

Don Turner, Jr., Town Manager

Motion made by C. Taylor to accept the letter of support for the Town Forest Trail Grant with a second by D. Maxfield. Approved Unanimously.

VI. Town Manager's Update

Don Turner, Jr., Town Manager

- The second appraisal for the Papaserphim property should be completed by mid-December.
- David Allerton, Director of Public Works and Don Turner, Jr., Town Manager will be attending a meeting in Barre with Patti Coburn of VTRANS on Monday, December 9, 2019 at 10:00 a.m.
- Construction has begun on the Route 7 GAP Project.
- The salt shed is currently being constructed and should be completed soon.
- The Police Department is now fully staffed with 17 officers.
- TIF audit update.

VII. Approval of Warrant #12

Motion made by C. Taylor to approve Warrant #12 in the amount of \$957,927.73 with a second by D. Maxfield. Approved Unanimously.

VIII. Approval of Selectboard Meeting Minutes of November 18, 2019

Motion made by C. Taylor to approve the Selectboard Meeting Minutes of November 18, 2019 with a second by D. Maxfield. Approved Unanimously.

IX. Executive Session

Motion made by C. Taylor at 7:11 p.m. that premature public knowledge about contracts would cause the Town or person to suffer a substantial disadvantage with a second by D. Maxfield. Approved Unanimously.

Motion made by C. Taylor at 7:12 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; and Jessica Morris, Director of Finance with a second by D. Maxfield. Approved Unanimously.

X. Action as a Result of Executive Session

Motion made by C. Taylor at 8:49 p.m. to close Executive Session with a second by D. Maxfield. Approved Unanimously.

Motion made by C. Taylor at 8:50 p.m. to retain Schill as the broker for the employee health insurance package for the Town and to switch over to VLCT for general liability, property and casualty and workers compensation insurance with a second by D. Maxfield. Approved Unanimously.

XI. Motion to Adjourn

**Motion by C. Taylor at 8:50 p.m. to adjourn with a second by M. Morgan.
Approved Unanimously.**

D. Adams adjourned the meeting at 8:50 p.m.

Respectfully Submitted,
Sheila Mooney

APPROVED MINUTES:

 Date: 12-16-19
Chris Taylor, Selectboard Clerk

Filed with the Milton Town Clerk's Office on this 17 day of December, 2019.

ATTEST:  , Milton Town Clerk