

**Milton Selectboard Meeting**  
July 27, 2015 at 6 p.m.  
Community Room of the Municipal Complex  
43 Bombardier Rd., Milton, VT 05468

Use of cell phones is prohibited during the meeting. Please shut them off or silence them.

**AGENDA**

- I. **Call to Order**
- II. **Flag Salute**
- III. **Agenda Review**
- IV. **Public Forum**  
*The Public Forum will be limited to five minutes per person. All participants must sign in and clearly state their name. No action will be taken on items raised until a subsequent meeting (if action is needed by the Selectboard).*
- V. **Appointments**
  - A. **Roger Hunt as representative to the Chittenden Solid Waste District (CSWD) for an unexpired term ending on May 30, 2017.**  
(Move to appoint)  
**Donna Barlow Casey, Town Manager**
- VI. **New Business and Department Items**
  - A. **Entertainment permit for National Night Out, August 4<sup>th</sup>**  
(Consider approval)  
**Don Turner, Fire/Rescue Chief and Donna Barlow Casey, Town Manager**
  - B. **Entertainment permit for Football Jamboree**  
(Consider approval)  
**Donna Barlow Casey, Town Manager**
  - C. **Consideration of a donation of planning, labor and materials for park picnic tables**  
**Motion Requested:** *to approve the donation of planning and labor and materials from Eagle Scout Tyler LaFountain to build 8 picnic tables for Recreation Park, located off Bombardier Rd.*  
**Dustin Keelty, Public Works Supervisor**
  - D. **Approval of Interim Zoning Application Written Decision for 37 Centre Dr.**  
**Motion requested:** To approve written decision for Interim Zoning Conditional Use Application at 37 Centre Drive.  
**Donna Barlow Casey, Town Manager**

**E. Authorize Line of Credit / Credit Card in New Town Manager's Name**  
*Motion requested: To authorize a line of credit and Town of Milton business credit card be established in the name of Donna Barlow Casey, Town Manager.*  
**Donna Barlow Casey, Town Manager**

**F. Discussion regarding new office furniture for the Town Manager's Office, request for Board support.**  
**Donna Barlow Casey, Town Manager**

**VII. Old Business**

**VIII. Reconsideration**

**IX. Manager's Report**

**X. Potential and/or Future Agenda Items**

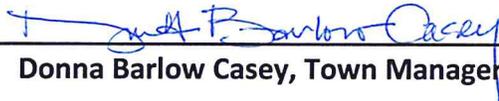
**XI. Warrant/Report # 3 & Supplemental Warrant** (To approve with or without corrections)

**XII. Minutes of the Special Selectboard Meeting of June 11, 2015, the Selectboard Meeting of July 6, 2015 and Special Selectboard Meeting of July 16, 2015.**  
(To approve with or without corrections)

**XIII. Possible/Anticipated Executive Session per V.S.A. Title 1 Section 313**

**XIV. Adjournment**

Posted July 24, 2015 on the official bulletin board in the lobby of the Municipal Building to the Town Website emailed to the Burlington Free Press, Milton Independent, Lake Champlain Access Television, Fox 44 News, WPTZ, WCAX, and posted in two other places within the Town of Milton and filed with the Town Clerk.

Signed:   
\_\_\_\_\_  
**Donna Barlow Casey, Town Manager**



### Application for Entertainment Permit

TOWN OF MILTON

43 Bombardier Road, Milton, Vermont 05468-3205

[www.milton.govoffice2.com](http://www.milton.govoffice2.com)

Contact: Milton Recreation Department 893-4922

# APPROVED

Application must be submitted to the Town of Milton at least 21 days prior to the event with all sections completed.  
(The Town requires 48 hours notice if you cancel an event)

### Applicant and Event Information

Applicant: Tony Moulton DBA: Milton Community Youth Coalition

Address: 164 Route 7 South #1, PO Box 543 Town/City: Milton, VT

Daytime Contact Numbers: 893-1009 Email Address: tmoulton@miltoneyouth.org

Type of Event: National Night Out

Event Address: Parking lot between the Town Offices and Fire Department

Property Owner/Agent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If a One Time Event: Date: 08/04/15 Hours: from 3:30pm to 10pm

(If a re-occurring event, attach a detailed schedule of events)

If a One Time Event and you are requesting a Rain Date (provide date) \_\_\_\_\_

Attendance: 300 - 500 Is the event Public or Private \_\_\_\_\_ Will money be received? Yes  
(Number of persons estimated) (Circle One) (Through ticket sales, entrance fee, solicitation, etc)

Description of Entertainment: Milton's National Night Out consists of table exhibits from numerous local organizations with a focus on community health, safety, and crime prevention, interactive safety demonstrations, food vendor, live band, children's games, car seat safety checks and more.

## RECEIVED

JUN 25 2015

RECREATION DEPARTMENT  
MILTON, VERMONT



## TOWN OF MILTON, VERMONT 05468-3205

Town Manager's Office • 43 Bombardier Road • 802-893-6655 • FAX: 893-1005

<b>To:</b>	<b>To Whom It May Concern</b>
<b>From:</b>	<b>Town Manager</b>
<b>RE:</b>	<b>Entertainment Ordinance</b>
<b>Date:</b>	<b>March 13, 2013</b>

The Town has in effect an Entertainment Ordinance pursuant to Title 23 Vermont Statute Annotated, Section 1007 and Title 24, Vermont Statutes Annotated Sections 1971 and 2291(1), (4) and (5), and the Charter of the Town of Milton. The Ordinance requires entities that are not schools or churches to obtain a license from the Selectboard when they are putting on public entertainment event for which money is received. Examples of entertainment/shows are provided in the Ordinance. For the purposes of enforcing this ordinance, public entertainment will be considered entertainment provided for a fee (like a ticket sale or cover charge) which is advertised or open for general admission. Although non-profits and/or charitable organizations are not exempt from this Ordinance, the "for money" provisions of the Ordinance will not be interpreted as instances where charitable donations are made or accepted voluntarily. The Ordinance does apply where payment of money is compulsory to attend to the public entertainment/show whether or not said funds will be used for non-profit and/or charitable means.

An Entertainment License may not be required if the entertainment/show will be held on property which holds a Town approved site plan and if the entertainment event falls within the limits of said approval. Such limits include but are not limited to adequate parking and site design. In the case that a site plan exists, the Planning Department will review the entertainment/show event to determine if an Entertainment License is required.

Applications for Entertainment Licenses must be submitted to the Town at least 21 days before the entertainment event. More advance submission is strongly advised to provide for a coordinated review by Town departments and to provide for communication on any special needs or requirements between the applicant and the Town. Final approval of an Entertainment License is dependent upon Selectboard approval. The Selectboard meets the 1<sup>st</sup> and 3<sup>rd</sup> Monday of each month at 6 p.m. From time to time the schedule is adjusted so please call to confirm meeting dates and times. The applicant is strongly advised to be present when the Selectboard is deciding the Entertainment License.

You may apply for the Entertainment License through the Planning and Development office; however, if you also are applying for a Facility Use Permit from the Town, you may apply for the license and the permit through the Recreation Office. Both forms are available online at [miltonvt.org](http://miltonvt.org). If you have any questions about the Entertainment License, please call the Planning and Development office at 802-893-1186. If you have any questions about the Facility Use Permit, please call the Recreation office at 802-893-4922.

- Only the Authorized Applicant/Representative may cancel the event (48 hours notice is required) as noted herein and no refund or any portion thereof will be made. Entertainment Permits are determined on a first come, first served basis.
- Any services and/or requirements of the Town will be at the expense of the Applicant; Town Staff will provide an estimate of those costs to the Applicant prior to the event. The Applicant will be expected to provide payment for any such services as required by the Town of Milton in advance of the event.
- Applicant shall not allow or engage in any illegal activity and any damage to private or public property will be the sole liability of the responsible person/agent/heirs/executors signing this Agreement,
- The Town, its officers, agents and employees shall have the right to enter onto the property of the event to confirm the Applicant's conformance to this Application and if a breach is determined, the Town shall have the right to immediately terminate this Application and your permit for entertainment prior to the conclusion of the event without refund.
- Any and all risk management requirements are the sole responsibility of the Applicant and/or Property Owner or Agent. Both the Applicant and the Property Owner/Agent must complete and sign the attached Liability Hold Harmless Agreement.

The Applicant will be notified as soon as possible of the action taken with regard to approval or rejection of this Application.

**As the authorized Applicant/Representative of this Application, I fully understand the requirements as noted herein and further understand that it is my responsibility to read the attached documents listed below and to be cognizant of their content.**

PRINT NAME Anthony Moulton

SIGNATURE: Anthony Moulton

DATE: 6-25-15

Liability and Hold-Harmless Agreement

In consideration of the permit from the Town of Milton to engage my company and me to perform certain services N/A (Company name) and N/A (Property Owner/Agent) and I agree, and for myself/ourselves and my/our heirs, executors and administrators agree to indemnify, defend, and hold forever harmless the Town of Milton and its officers, agents and employees from and against any and all claims, demands, liability, actions, judgments, settlements, damages, costs and expenses (including attorney's fees and disbursements) for injury to or death of any person, including myself, or damage to property arising out of or resulting from any material, product, equipment, vehicle or service supplied by the company or by me, or the agents, servants, or employees of either, or from any action or failure to act on the part of myself or the company or the agents, servants of employees of either, while performing services for, at the behest of, under contract with or permit from or on the premises of the Town of Milton.

Property Owner/Agent: \_\_\_\_\_  
Print Sign Date: \_\_\_\_\_

Applicant: Anthony Moulton Anthony Moulton Print Sign Date: 6-25-15

Enclosures:  
 Town of Milton- Ordinance to License and Regulate Entertainment

**OFFICE USE ONLY**

Recreation: Event request reviewed by: [Signature] Date: 7-10-15 Approved:  Denied:  ( see below)

Describe: \_\_\_\_\_

Police Needed:  yes,  no Signed: [Signature] Date: 07-09-15

Describe: P.D. will HAVE OFFICERS PRESENT

Highway Needed:  yes,  no Signed: DLK Date: 7/9/15

Describe: \_\_\_\_\_

Fire Needed:  yes,  no Signed: \_\_\_\_\_ Date: 07/13/15

Describe: Will be participating in event.

Rescue Needed:  yes,  no Signed: \_\_\_\_\_ Date: 07/13/15

Describe: Will be participating in event.

Health/Zoning:  yes,  no Signed: [Signature] Date: 7/14/15

Describe: \_\_\_\_\_

Any Comments/Conditions: \_\_\_\_\_

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**Town Manager Approval**

Entertainment Permit Fee \$ \_\_\_\_\_ Other applicable fee(s) \$ \_\_\_\_\_

Fee Amount Received \$ \_\_\_\_\_ Verified by: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: [Signature] Town Manager Date: 7-14-15

Date Selectboard scheduled to consider: \_\_\_\_\_

Date Selectboard took action and action taken: \_\_\_\_\_

As the Authorized Applicant/Representative of this Application, I fully understand the above services and/or requirements the Town has indicated above will be at my expense, I agree to the estimated amounts indicated and understand that I am expected to provide, payment in advance of the event. Failure to pay in advance will result in cancellation of the event. Further the Town of Milton reserves the right to cancel the event if necessary in the best interest of the Town of Milton.

PRINT NAME: Anthony Moulton

SIGNATURE: [Signature] DATE: 6-25-15



**Application for Facility Use**

TOWN OF MILTON

43 Bombardier Rd. Milton, VT 05468-3205 ~ [www.miltonvt.org](http://www.miltonvt.org)

Contact: Milton Recreation Department 893-4922

**APPROVED**



Application must be submitted to the Town of Milton at least 21 days prior to the event with all sections completed.  
(The Town requires 48 hours notice if you cancel an event)

**Applicant and Event Information**

Applicant: Tony Moulton DBA: Milton Community Youth Coalition  
 Address: 165 Route 7 South #1, PO Box 543 Town/City: Milton, VT  
 Daytime Contact Numbers: 893-1009 Email Address: tmoulton@miltonyouth.org  
 Type of Event: National Night Out  
 Facility/Location Requested: Parking lot between the Town Offices and Fire Department  
 If a one-time event: Date: 08/04/15 Hours: from 3:30pm to 10pm  
(If a re-occurring event, attach a detailed schedule of events)  
 If a one-time event and you are requesting a rain date (provide date) \_\_\_\_\_  
 Do you require use of Town: (answer yes or no to each) Water  Electricity  Lining of fields \_\_\_\_\_  
(If other, please explain and attach a separate sheet)  
 Attendance: 300 - 500 Is the event  Public or  Private Will money be received?\* Yes  
(Number of persons estimated) (Select One) (From ticket sales, entrance fee, gift/donation/solicitation, etc)  
 If Entertainment or a Performance will be provided, please describe: Band will perform and more  
 \*If money is being received you may also be required to complete an entertainment license application.

**NOTE: THE PUBLIC IS NOT COVERED UNDER THE TOWN OF MILTON'S INSURANCE POLICY**

If you would like to reserve and/or rent a Municipal Facility, these are your insurance options:

1. You may provide proof of insurance for your event or activity with a Certificate of Insurance Coverage. The Certificate must name the Town of Milton as an additional insured and show coverage in the amount of combined minimum single limit coverage of \$300,000 per occurrence and \$300,000 in the aggregate. This Certificate shall remain in force from the date and time of the beginning of the event until the date and time of the end of the event. Adding the Town of Milton as an additional insured to your homeowners policy may be of no additional cost to you; OR
2. You may purchase insurance from Entertainment Brokers International offered through Vermont League of Cities and Towns (VLCT PACIF) and is not related to PACIF or the Town of Milton in any way. Information is attached;  
OR
3. The Applicant(s) agrees to indemnify and hold the Town of Milton, its officers, agents, and employees harmless from any loss or liability which may result from claims of injury to persons or property from any cause arising out of or during the use of the Town's Facility by the Applicant, the Applicant's guests, agents, or employees.

You must select one option: As authorized representative of this application I have chosen option: 1 2 3

If option 1 or 2 is chosen, attach your Certificate of Insurance Coverage with this Application.

Print Name: Anthony Moulton Signature: [Signature] Date: 6-25-15

**RECEIVED**

APPROVED



## TOWN OF MILTON, VERMONT 05468-3205

Town Manager's Office • 43 Bombardier Road • 802-893-6655 • FAX: 893-1005  
bpalaia@town.milton.vt.us  
[www.miltonvt.org](http://www.miltonvt.org)

March 12, 2013

Dear Applicant,

The Selectboard adopted a Field and Facility Use Fee Schedule on October 4, 2010. The Facility Use Application requesting use of Town facilities including but not limited to the fields and pavillion, can be downloaded from the Town's Website: [www.miltonvt.org](http://www.miltonvt.org), or picked up at the Recreation Office located in the Municipal Building. To reserve Town facilities, the **completed** application should be submitted 21 days prior to the event. Applications are considered on a first come, first served basis. We will consider requests submitted less than the 21 days however we cannot guarantee we will be able to process the paperwork during the timeframe allowed.

As the authorized representative of the application, it is your responsibility to read and understand the documents and be cognizant of their content. If you need assistance you may call our office where someone will help you understand the process and requirements.

Our internal review by Town staff may require services such as port-o-lets, security, rescue, or other amenities. The Town will make the necessary arrangements however you are responsible for paying, **in advance**, based upon our **estimated** cost(s). Any funds remaining after billing is received will be returned to you as soon as practicable. If, after billing is received, funds are due to the Town, you will receive a bill with an expected due date of payment.

Members of the public are not covered under the Town of Milton's insurance or workers' compensation policies.

**Please note:** if ENTERTAINMENT will be provided at the event and a fee is charged (like ticket sales or cover charge), the applicant must also apply for an Entertainment License with the Planning Department. Final approval of an Entertainment License is dependent on Selectboard approval.

We are proud of our facilities and look forward to your enjoyment of them and their availability for the next user. You are responsible for understanding the documents listed below. If you have any questions, please contact the Recreation Office at 802-893-4922.

Sincerely,

Brian M. Palaia  
Town Manager

Attachments:

- Application for Facility Use
- Recreation Department Field and Facility Fees & Park Rules
- Town of Milton Liability Hold-Harmless Agreement
- Town of Milton Non-Employee Work Agreement
- Town of Milton Ordinance to License and Regulate Entertainment
- Entertainment Brokers International – TULIP (Tenant User Liability Insurance Policy) Information

- Only the authorized representative may cancel the event (48 hours notice is required) and no refund or any portion thereof will be made.
- Only scheduled league games will be reserved and scheduled games take priority over practices. Fields are reserved on a first come first serve basis.
- It is the responsibility of League officials to inform all teams and coaches of the Town of Milton's Policies.
- Permission to use Town facilities can only be obtained by completing this form. Applications are considered on a first come first served basis.
- Any services and/or requirements of the Town will be at the expense of the applicant. Town staff will provide an estimate of costs to the applicant prior to the event and payment will be expected to in advance of the event.
- The applicant agrees to abide by and conduct its event in accordance with all park rules, laws, regulations and ordinances, including those related to alcohol, smoking and noise. Alcohol is not permitted on Town property. Applicant shall not allow or engage in any illegal activity.
- Any damage to the Town's property will be the sole liability of the responsible person signing this agreement and/or their agent/heirs/executors.
- The Town, its officers, agents and employees shall have the right to enter the event to confirm the applicant's conformance to this application and if a breach is determined, the Town shall have the right to immediately terminate this application and use of the Town facility prior to the conclusion of the event without refund.

**\*\*Please note, if ENTERTAINMENT will be provided at the event and a fee is charged (like ticket sales or cover charge), the applicant must also apply for an Entertainment License. Final approval of an Entertainment License is dependent on Selectboard approval.**

The applicant will be notified as soon as possible of the action taken with regard to approval or rejection of this application.

As the authorized representative of this application, I fully understand the requirements as noted herein and further understand that it is my responsibility to read the documents listed below and be cognizant of their content.

Print Name: Anthony Moulton Signature: Anthony Moulton Date: 6-25-15

**Attachments:**

- Letter from the Town Manager
- Recreation Department Field and Facility Fees & Park Rules
- Town of Milton Liability Hold-Harmless Agreement
- Town of Milton Non-Employee Work Agreement
- Town of Milton Ordinance to License and Regulate Entertainment
- Entertainment Brokers International – TULIP (Tenant User Liability Insurance Policy) Information

**OFFICE USE ONLY**

Recreation: Event request reviewed by: AD Date: 7-10-15 Approved:  Denied:  ( see below)

If applicable, the location of the event has been tentatively reserved until this application is approved or denied by the Town Manager.

Comments/Conditions/Fees: \_\_\_\_\_

Buildings & Grounds: Event request reviewed by: DLK Date: 7/9/15 Approved:  Denied:  ( see below)

Comments/Conditions: PLEASE CLEAN AREA PRIOR TO LEAVING

Risk Management: The necessary documents are on file. Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Comments/Conditions: \_\_\_\_\_

Police Needed: Crowd Control:  Yes  No Traffic Control:  Yes  No

Signed: [Signature] Date: 07-09-15

Comments/Conditions/Fees: P.O. WILL HAVE POLICE PRESENT.

Fire needed:  Yes  No Signed: BAI for DT Date: 07/13/15

Comments/Conditions: Will be participating in event.

Rescue needed:  Yes  No Signed: BN for DT Date: 07/13/15

Comments/Conditions: Will be participating in event

Health/Zoning:  Yes  No Signed: [Signature] Date: 7/14/15

Comments/Conditions/Fees: \_\_\_\_\_

**Town Manager Approval (if required)**

Recreational Facility Use Fee \$ 0 7-10-15 Other applicable fee(s) \$ \_\_\_\_\_

Entertainment License Fee \$ \_\_\_\_\_ Other applicable fee(s) \$ \_\_\_\_\_

Fee Amount Received \$ \_\_\_\_\_ Verified by: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: [Signature] Town Manager Date: 7-14-15

If Selectboard approval sought:

Date Selectboard scheduled to consider: \_\_\_\_\_

Date Selectboard took action and action taken: \_\_\_\_\_

As the authorized representative of this application, I fully understand that the services and/or requirements the Town has indicated will be at my expense. I agree to the estimated amounts indicated and understand that I am expected to provide payment in advance of the event. Failure to pay in advance will result in cancellation of the event. The Town of Milton reserves the right to cancel the event if necessary in the best interest of the Town.

Print Name: Anthony Moulton Signature: [Signature] Date: 6-25-15

## Liability Hold Harmless Agreement

Inconsideration of the agreement of the Town of Milton to engage my company and me to perform certain services for the Municipality, Tony Moulton DBA Milton Community Youth Coalition (company or individual name) and I agree, and for my heirs, executors and administrators agree to indemnify, defend and hold forever harmless the Town of Milton its officers, agents and employees from and against any and all claims, demands, liabilities, actions, judgments, settlements, damages, costs and expenses - including attorneys fees and disbursements - for injury to or death of any person including myself, or damage to property arising out of or resulting from any material, product, equipment, vehicle or service supplied by the company or by me, or the agents, servants or employees of either, or from any action or failure to act on the part of myself or the company, or the agents, servants or employees of either, while performing services for, at the behest of, under contract with or on the of the Town of Milton.

Anthony Moulton  
Printed Name

Anthony Moulton  
Signature and Date

Ben Abaji  
Printed Name of Witness

Ben Abaji 06/29/15  
Witness Signature and Date

## ● Town of Milton Field and Facility Use Fee Schedule ●

43 Bombardier Road, Milton, VT 05468 ● 802-893-4922 ● Website: [www.miltonvt.org](http://www.miltonvt.org)

Please enjoy your experience while using Town fields/facilities and clean the area prior to your departure!

### Pavilion (Tennis Court) ● Milton Outdoor Performance Center (Park Road)

(Concessions in the Park for Profit: Private vendors must request an agreement with the Town Manager)

Milton Residents: Up to 4 hours: 20 people: \$10 ● 21 – 40 people: \$25 ● 41 – 75 people: \$50 ● 20 – 75 people 4+ hours: \$75

Milton Town/School, Milton Church, Milton Non-Profit functions/sponsored events: No Charge

Non-Resident, Non-Resident Non-Profit, For-Profit Organization/Business: Up to 4 hours: \$100 4+ hours: \$175

### Horseshoe Pits ● Tennis Courts ● Volleyball Court ● Skating Rink/Basketball Court

Milton Residents, Milton Town/School and Milton Non-Profit: No Charge

Non-Residents, For-Profit/Others:

Basketball/Tennis/Volleyball Courts – Tournaments/Other: \$50/court/day Clinics/Lessons: \$5/court/hour

Horseshoe Pits: With the exception of Regular Season League Play, the pits may be used by Town residents at no charge.

Other users – contact Town Staff. Please be considerate and cover the pits after use. Horseshoe Tournaments: \$50/event

### Field Usage Fees

(Note: Milton Youth Leagues' regular season games – exempt when Milton teams play)

Field Set Up: Prep, Line and/or Layout field(s): \$25 per task (in addition to fees noted below)

Softball/Baseball: Milton Residents: \$30 per field per event Non-Residents: \$60 per field per event

Soccer/Football/Lacrosse: Milton Residents: \$30 per field per event Non-Residents: \$60 per field per event

Tournaments/Jamborees/Camps – Refer to fees above (Note: Milton Youth Leagues not exempt)

The Town of Milton Buildings and Grounds Department reserve the right to declare any field or court unplayable at any time if conditions are unsafe or continued play would damage the facility or field.

● ● ● ● ● ● ● ●  
Exclusive use of all Municipal Park fields/facilities for an event; use of fields/facilities for other than what it is intended; request to use the Field House, water and/or electricity, will be reviewed with the cost set, if applicable, by the Recreation Coordinator, with the approval of the Town Manager.

**Please Note:** Park Road parking limitations will be considered when making a reservation ● Additional services may be required such as but not limited to: trash removal, port-o-let rental, police, fire and/or rescue services. Town Staff will secure these services, if required, on behalf of the applicant, at the applicant's expense. A deposit may be required, and deposit/refund is made at the discretion of Town Staff. If entertainment is provided at an event, an Entertainment Permit must be obtained in advance from the Milton Selectboard.

### Please adhere to the following Park Rules:

Use of Town facilities/fields is at your own risk ● Children are to be supervised at all times ● Speed limit is 15 MPH. Motorized vehicles are restricted to roads/parking areas ● Glass containers prohibited ● Pet owners are required to pick up after pets ● Alcoholic beverages, smoking, illegal drugs, firearms, weapons and illegal activity is prohibited. Report any illegal activity or damage of property to the Police Department ● Rollerblades, skateboards and bikes are prohibited from Tennis Courts ● Fires, camping and/or fireworks require a permit/permission from the Town ● Playground areas cannot be reserved for any functions ● Fees only refundable if event cancelled by Town of Milton and unable to reschedule



**Application for Entertainment Permit**  
**TOWN OF MILTON**  
 43 Bombardier Road, Milton, Vermont 05468-3205  
[www.milton.govoffice2.com](http://www.milton.govoffice2.com)  
 Contact: Milton Recreation Department 893-4922

**RECEIVED**

**JUN 23 2015**

RECREATION DEPARTMENT  
 MILTON, VERMONT

Application must be submitted to the Town of Milton at least 21 days prior to the event with all sections completed.  
(The Town requires 48 hours notice if you cancel an event)

**Applicant and Event Information**

Applicant: Rodney Tinker DBA: Milton Broncos Youth Football  
 Address: PO Box 91 Town/City: MILTON  
 Daytime Contact Numbers: 802-233-8350 Email Address: RSTinker16@AOL.com  
 Type of Event: Football Jamboree  
 Event Address: Bombardier Park  
 Property Owner/Agent Signature: \_\_\_\_\_ Date: 8/23/15  
 If a One Time Event: Date: 8-23-15 Hours: from 8 AM to 3 PM  
(If a re-occurring event, attach a detailed schedule of events)  
 If a One Time Event and you are requesting a Rain Date (provide date) NO  
 Attendance: 3000 Is the event  Public or Private  Private Will money be received? Yes  
(Number of persons estimated) (Circle One) (Through ticket sales, entrance fee, solicitation, etc)

Description of Entertainment: Youth football scrimmages where teams  
come from all over the state to play each other. Milton  
Broncos host this jamboree as a fund raiser for our  
football program. The funds that are generated from this  
event are generated by selling hamburgers, hot dogs, soda, and  
water as the concession stand. We have volunteers handling  
the parking duties. We also clean the fields and trash.  
This jamboree has been hosted by the Milton Broncos for  
many years bringing people from all over.

**APPROVED**

Rodney  
Brancos football



## TOWN OF MILTON, VERMONT 05468-3205

Town Manager's Office • 43 Bombardier Road • 802-893-6655 • FAX: 893-1005

<b>To:</b>	<b>To Whom It May Concern</b>
<b>From:</b>	<b>Town Manager</b>
<b>RE:</b>	<b>Entertainment Ordinance</b>
<b>Date:</b>	<b>March 13, 2013</b>

The Town has in effect an Entertainment Ordinance pursuant to Title 23 Vermont Statute Annotated. Section 1007 and Title 24, Vermont Statutes Annotated Sections 1971 and 2291(1), (4) and (5), and the Charter of the Town of Milton. The Ordinance requires entities that are not schools or churches to obtain a license from the Selectboard when they are putting on public entertainment event for which money is received. Examples of entertainment/shows are provided in the Ordinance. For the purposes of enforcing this ordinance, public entertainment will be considered entertainment provided for a fee (like a ticket sale or cover charge) which is advertised or open for general admission. Although non-profits and/or charitable organizations are not exempt from this Ordinance, the "for money" provisions of the Ordinance will not be interpreted as instances where charitable donations are made or accepted voluntarily. The Ordinance does apply where payment of money is compulsory to attend to the public entertainment/show whether or not said funds will be used for non-profit and/or charitable means.

An Entertainment License may not be required if the entertainment/show will be held on property which holds a Town approved site plan and if the entertainment event falls within the limits of said approval. Such limits include but are not limited to adequate parking and site design. In the case that a site plan exists, the Planning Department will review the entertainment/show event to determine if an Entertainment License is required.

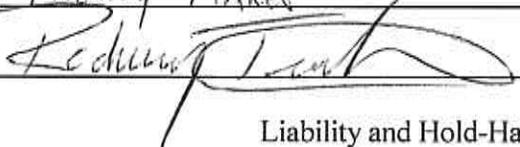
Applications for Entertainment Licenses must be submitted to the Town at least 21 days before the entertainment event. More advance submission is strongly advised to provide for a coordinated review by Town departments and to provide for communication on any special needs or requirements between the applicant and the Town. Final approval of an Entertainment License is dependent upon Selectboard approval. The Selectboard meets the 1<sup>st</sup> and 3<sup>rd</sup> Monday of each month at 6 p.m. From time to time the schedule is adjusted so please call to confirm meeting dates and times. The applicant is strongly advised to be present when the Selectboard is deciding the Entertainment License.

You may apply for the Entertainment License through the Planning and Development office; however, if you also are applying for a Facility Use Permit from the Town, you may apply for the license and the permit through the Recreation Office. Both forms are available online at [miltonvt.org](http://miltonvt.org). If you have any questions about the Entertainment License, please call the Planning and Development office at 802-893-1186. If you have any questions about the Facility Use Permit, please call the Recreation office at 802-893-4922.

- Only the Authorized Applicant/Representative may cancel the event (48 hours notice is required) as noted herein and no refund or any portion thereof will be made. Entertainment Permits are determined on a first come, first served basis.
- Any services and/or requirements of the Town will be at the expense of the Applicant; Town Staff will provide an estimate of those costs to the Applicant prior to the event. The Applicant will be expected to provide payment for any such services as required by the Town of Milton in advance of the event.
- Applicant shall not allow or engage in any illegal activity and any damage to private or public property will be the sole liability of the responsible person/agent/heirs/executors signing this Agreement,
- The Town, its officers, agents and employees shall have the right to enter onto the property of the event to confirm the Applicant's conformance to this Application and if a breach is determined, the Town shall have the right to immediately terminate this Application and your permit for entertainment prior to the conclusion of the event without refund.
- Any and all risk management requirements are the sole responsibility of the Applicant and/or Property Owner or Agent. Both the Applicant and the Property Owner/Agent must complete and sign the attached Liability Hold Harmless Agreement.

The Applicant will be notified as soon as possible of the action taken with regard to approval or rejection of this Application.

**As the authorized Applicant/Representative of this Application, I fully understand the requirements as noted herein and further understand that it is my responsibility to read the attached documents listed below and to be cognizant of their content.**

PRINT NAME Rodney Tinker  
 SIGNATURE: 

DATE: 6-20-15

Liability and Hold-Harmless Agreement

In consideration of the permit from the Town of Milton to engage my company and me to perform certain services Milton Braves (Company name) and Rodney Tinker (Property Owner/Agent) and I agree, and for myself/ourselves and my/our heirs, executors and administrators agree to indemnify, defend, and hold forever harmless the Town of Milton and its officers, agents and employees from and against any and all claims, demands, liability, actions, judgments, settlements, damages, costs and expenses (including attorney's fees and disbursements) for injury to or death of any person, including myself, or damage to property arising out of or resulting from any material, product, equipment, vehicle or service supplied by the company or by me, or the agents, servants, or employees of either, or from any action or failure to act on the part of myself or the company or the agents, servants of employees of either, while performing services for, at the behest of, under contract with or permit from or on the premises of the Town of Milton.

Property Owner/Agent: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Sign

Applicant:  Rodney Tinker Date: 6-20-15  
Print Sign

Enclosures:  
 Town of Milton- Ordinance to License and Regulate Entertainment

**OFFICE USE ONLY**

Recreation: Event request reviewed by: WD Date: 6-27-15 Approved:  Denied:  ( see below)

Describe: \_\_\_\_\_

Police Needed:  yes,  no Signed: BADT Date: 07-09-15

Describe: 2 OFFICERS

Highway Needed:  yes,  no. Signed: DLK Date: 7/9/15

Describe: \_\_\_\_\_

Fire Needed:  yes,  no. Signed: BN for DT Date: 07/13/15

Describe: \_\_\_\_\_

Rescue Needed:  yes,  no. Signed: BN for DT Date: 07/13/15

Describe: \_\_\_\_\_

Health/Zoning:  yes,  no. Signed: APR Petts Date: 7/2/15

Describe: See facility use permit for comments

Any Comments/Conditions: \_\_\_\_\_

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**Town Manager Approval**

Entertainment Permit Fee \$ \_\_\_\_\_ Other applicable fee(s) \$ \_\_\_\_\_

Fee Amount Received \$ \_\_\_\_\_ Verified by: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: Rodney Tinker Town Manager Date: 7-14-15

Date Selectboard scheduled to consider: \_\_\_\_\_

Date Selectboard took action and action taken: \_\_\_\_\_

As the Authorized Applicant/Representative of this Application, I fully understand the above services and/or requirements the Town has indicated above will be at my expense, I agree to the estimated amounts indicated and understand that I am expected to provide, payment in advance of the event. Failure to pay in advance will result in cancellation of the event. Further the Town of Milton reserves the right to cancel the event if necessary in the best interest of the Town of Milton.

PRINT NAME: Rodney Tinker

SIGNATURE: Rodney Tinker DATE: 6-20-15



**Application for Facility Use**  
**TOWN OF MILTON**  
 43 Bombardier Rd. Milton, VT 05468-3205 ~ [www.miltonvt.org](http://www.miltonvt.org)  
 Contact: Milton Recreation Department 893-4922

**APPROVED**

**RECEIVED**

APR 27 2015

Application must be submitted to the Town of Milton at least 21 days prior to the event with all sections completed.  
 (The Town requires 48 hours notice if you cancel an event)

RECREATION DEPARTMENT  
 MILTON, VERMONT

**Applicant and Event Information**

Applicant: Tyson Huntley DBA: Milton Broncos  
 Address: PO Box 91 Town/City: Milton, VT  
 Daytime Contact Numbers: 881-7411 Email Address: Tyson G8@Live.com  
 Type of Event: Football Jamboree  
 Facility/Location Requested: Base Fields at Bombardier Park  
 If a one-time event: Date: 8.22-15 Hours: from 5am to 7pm  
(If a re-occurring event, attach a detailed schedule of events)  
 If a one-time event and you are requesting a rain date (provide date) no  
 Do you require use of Town: (answer yes or no to each) Water  Electricity  Lining of fields \_\_\_\_\_  
(If other, please explain and attach a separate sheet)  
 Attendance: 5,000 +/- Is the event  Public or  Private Will money be received? No Yes  
(Number of persons estimated) (Select One) (From ticket sales, entrance fee, gift/donation/solicitation, etc)  
 If Entertainment or a Performance will be provided, please describe: \_\_\_\_\_  
 \*If money is being received you may also be required to complete an entertainment license application.

**NOTE: THE PUBLIC IS NOT COVERED UNDER THE TOWN OF MILTON'S INSURANCE POLICY**

If you would like to reserve and/or rent a Municipal Facility, these are your insurance options:

1. You may provide proof of insurance for your event or activity with a Certificate of Insurance Coverage. The Certificate must name the Town of Milton as an additional insured and show coverage in the amount of combined minimum single limit coverage of \$300,000 per occurrence and \$300,000 in the aggregate. This Certificate shall remain in force from the date and time of the beginning of the event until the date and time of the end of the event. Adding the Town of Milton as an additional insured to your homeowners policy may be of no additional cost to you; OR
2. You may purchase insurance from Entertainment Brokers International offered through Vermont League of Cities and Towns (VLCT PACIF) and is not related to PACIF or the Town of Milton in any way. Information is attached; OR
3. The Applicant(s) agrees to indemnify and hold the Town of Milton, its officers, agents, and employees harmless from any loss or liability which may result from claims of injury to persons or property from any cause arising out of or during the use of the Town's Facility by the Applicant, the Applicant's guests, agents, or employees.

You must select one option: As authorized representative of this application I have chosen option: 1 2 (3)

If option 1 or 2 is chosen, attach your Certificate of Insurance Coverage with this Application.

Print Name: Tyson Huntley Signature: [Signature] Date: 4-27-15

10/10/10

10/10/10

10/10/10

10/10/10

- Only the authorized representative may cancel the event (48 hours notice is required) and no refund or any portion thereof will be made.
- Only scheduled league games will be reserved and scheduled games take priority over practices. Fields are reserved on a first come first serve basis.
- It is the responsibility of League officials to inform all teams and coaches of the Town of Milton's Policies.
- Permission to use Town facilities can only be obtained by completing this form. Applications are considered on a first come first served basis.
- Any services and/or requirements of the Town will be at the expense of the applicant. Town staff will provide an estimate of costs to the applicant prior to the event and payment will be expected to in advance of the event.
- The applicant agrees to abide by and conduct its event in accordance with all park rules, laws, regulations and ordinances, including those related to alcohol, smoking and noise. Alcohol is not permitted on Town property. Applicant shall not allow or engage in any illegal activity.
- Any damage to the Town's property will be the sole liability of the responsible person signing this agreement and/or their agent/heirs/executors.
- The Town, its officers, agents and employees shall have the right to enter the event to confirm the applicant's conformance to this application and if a breach is determined, the Town shall have the right to immediately terminate this application and use of the Town facility prior to the conclusion of the event without refund.

**\*\*Please note, if ENTERTAINMENT will be provided at the event and a fee is charged (like ticket sales or cover charge), the applicant must also apply for an Entertainment License. Final approval of an Entertainment License is dependent on Selectboard approval.**

The applicant will be notified as soon as possible of the action taken with regard to approval or rejection of this application.

As the authorized representative of this application, I fully understand the requirements as noted herein and further understand that it is my responsibility to read the documents listed below and be cognizant of their content.

Print Name: Tyson Huntley Signature:  Date: 4-27-15

**Attachments:**

Letter from the Town Manager  
 Recreation Department Field and Facility Fees & Park Rules  
 Town of Milton Liability Hold-Harmless Agreement  
 Town of Milton Non-Employee Work Agreement  
 Town of Milton Ordinance to License and Regulate Entertainment  
 Entertainment Brokers International – TULIP (Tenant User Liability Insurance Policy) Information



OFFICE USE ONLY

Recreation: Event request reviewed by: [Signature] Date: 4/27/15 Approved:  Denied:  (see below)

If applicable, the location of the event has been tentatively reserved until this application is approved or denied by the Town Manager.

Comments/Conditions/Fees: \_\_\_\_\_

Buildings & Grounds: Event request reviewed by: DLC Date: 4/27/15 Approved:  Denied:  (see below)

Comments/Conditions: PLEASE CLEAN AREA PRIOR TO LEAVING / HAVE ALL ITEMS ON SITE TAKEN BY 2:00

Risk Management: The necessary documents are on file. Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Comments/Conditions: \_\_\_\_\_

Police Needed: Crowd Control:  Yes  No Traffic Control:  Yes  No

Signed: TWO OFFICERS Date: 04-27-15

Comments/Conditions/Fees: \_\_\_\_\_

Fire needed:  Yes  No Signed: [Signature] Date: 4/29/15

Comments/Conditions: Cannot park in fire station parking lot - parking attendants must be provided to ensure parking restricted areas kept clear.

Rescue needed:  Yes  No Signed: [Signature] Date: \_\_\_\_\_

Comments/Conditions: Additional SMT will be covering from station billed at \$12<sup>50</sup>/hr for event.

Health/Zoning:  Yes  No Signed: AD/units Date: 4/29/15

Comments/Conditions/Fees: Provide potable water and 17 portalets, and 3 ADA accessible portalets  
20 total portalets

Town Manager Approval (if required)

Recreational Facility Use Fee \$ \_\_\_\_\_ Other applicable fee(s) \$ \_\_\_\_\_

Entertainment License Fee \$ \_\_\_\_\_ Other applicable fee(s) \$ \_\_\_\_\_

Fee Amount Received \$ \_\_\_\_\_ Verified by: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: Paul W. Palmer III Town Manager Date: 5-4-15

If Selectboard approval sought:

Date Selectboard scheduled to consider: \_\_\_\_\_

Date Selectboard took action and action taken: \_\_\_\_\_

As the authorized representative of this application, I fully understand that the services and/or requirements the Town has indicated will be at my expense. I agree to the estimated amounts indicated and understand that I am expected to provide payment in advance of the event. Failure to pay in advance will result in cancellation of the event. The Town of Milton reserves the right to cancel the event if necessary in the best interest of the Town.

Print Name: Tyson Huntley Signature: [Signature] Date: 4/27/15



## Liability Hold Harmless Agreement

Inconsideration of the agreement of the Town of Milton to engage my company and me to perform certain services for the Municipality, Milton Barros  
(company or individual name) and I agree, and for my heirs, executors and administrators agree to indemnify, defend and hold forever harmless the Town of Milton its officers, agents and employees from and against any and all claims, demands, liabilities, actions, judgments, settlements, damages, costs and expenses - including attorneys fees and disbursements - for injury to or death of any person including myself, or damage to property arising out of or resulting from any material, product, equipment, vehicle or service supplied by the company or by me, or the agents, servants or employees of either, or from any action or failure to act on the part of myself or the company, or the agents, servants or employees of either, while performing services for, at the behest of, under contract with or on the of the Town of Milton.

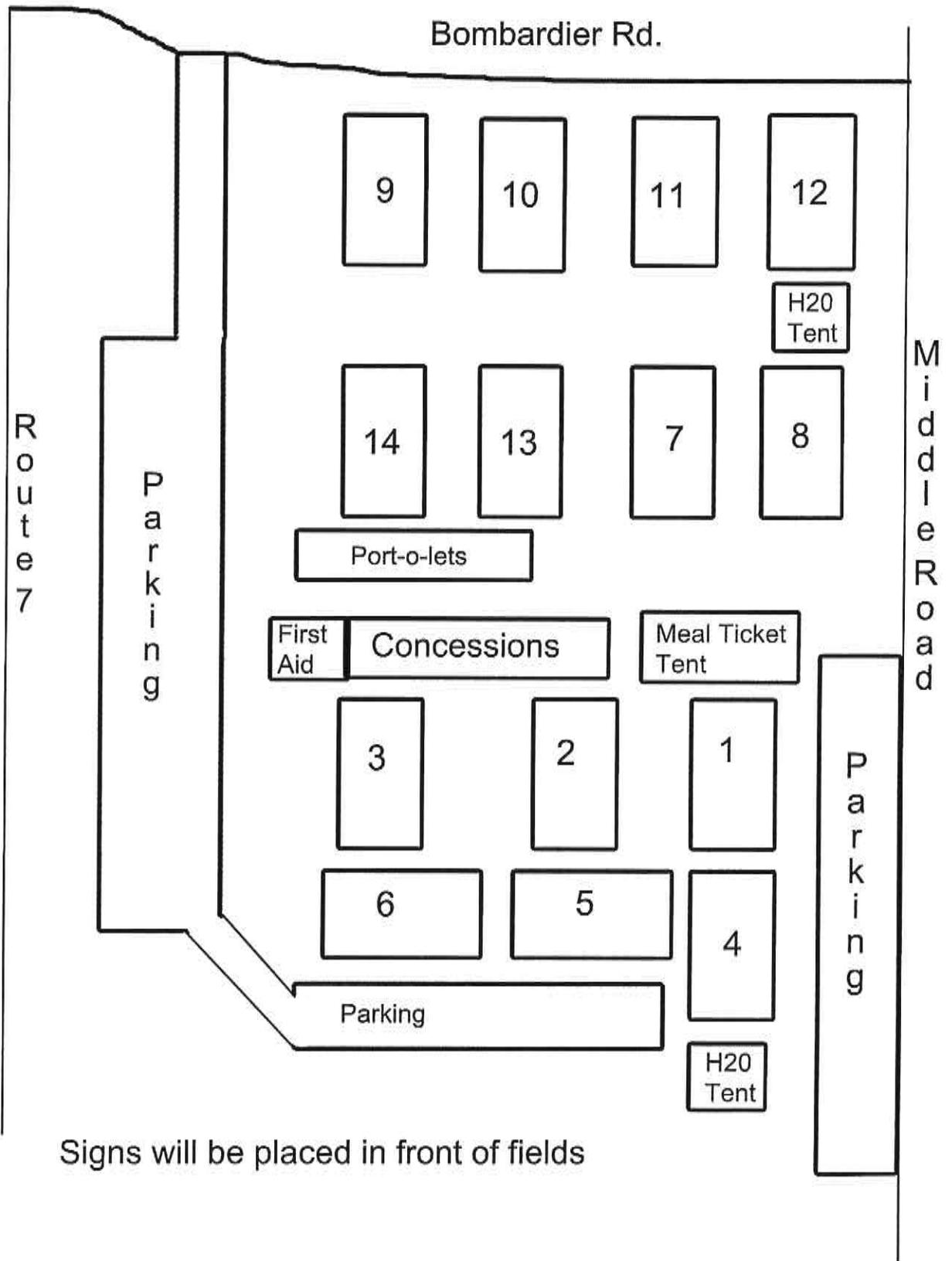
Iyson Huntley  
Printed Name

[Signature] 4/27/15  
Signature and Date

Mike Hemingway  
Printed Name of Witness

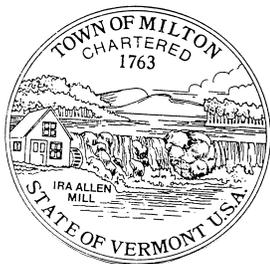
[Signature] 4-27-15  
Witness Signature and Date





Signs will be placed in front of fields





# TOWN OF MILTON, VERMONT

## Legislative and Fiscal Analysis of Requested Selectboard Actions

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### **Donation of Materials and Labor by Eagle Scout**

**Date: July 21, 2015**

#### **Legislative Analysis:**

The purpose of this project is to provide planning, labor and materials to construct (8) picnic tables to be located at or around the Milton Outdoor Performance Center in the Recreation Park located off Bombardier Rd. This project was developed in conjunction with the local Boy Scout Troops and selected by one of their members as an Eagle Scout project.

#### **Fiscal Analysis:**

I am proposing to accept the donation of planning, labor and materials to construct and place (8) picnic tables at or around the Milton Outdoor Performance Center in the Recreation Park located off Bombardier Rd, as proposed from Eagle Scout Candidate Tyler Jay LaFountain. Estimates to complete this project are \$2,620.00 including materials and labor. This project is proposed to be donated as part of Tyler Jay LaFountain's Eagle Scout Project.

#### **Recommended Action:**

To approve the resolution as presented.

**Prepared By: Dustin L. Keelty, Public Works Supervisor**



# Resolution

TOWN OF MILTON

## Donation of Materials and labor by Eagle Scout

**WHEREAS**, In accordance with Policy 98-06, as amended by the Selectboard in April 2010, Eagle Scout Tyler Jay LaFountain would like to provide planning and labor and materials to construct (8) picnic tables to be located at or around the Milton Outdoor Performance Center in the Recreation Park, located off Bombardier RD, with an estimated dollar value of \$2,620.00; and,

**WHEREAS**, Staff requests the Selectboard to accept the donation of planning and labor and materials to construct (8) picnic tables to be located at or around the Milton Outdoor Performance Center in the Recreation Park, located off Bombardier RD, as Eagle Tyler Jay LaFountain has offered; and,

**THEREFORE, BE IT RESOLVED**, the Milton Selectboard accepts the donation of planning and labor and materials from Eagle Scout Tyler Jay LaFountain to construct (8) picnic tables to be located at or around the Milton Outdoor Performance Center in the Recreation Park, located off Bombardier RD.

**Dated at Milton, Vermont this \_\_\_\_\_ day of \_\_\_\_\_, 2015**

### MILTON SELECTBOARD

\_\_\_\_\_  
Darren Adams, Chairperson

\_\_\_\_\_  
Stuart King, Vice-Chairperson

\_\_\_\_\_  
John Bartlett, Clerk

\_\_\_\_\_  
Ken Nolan

\_\_\_\_\_  
John Cushing

**Filed with the Milton Town Clerk's Office this \_\_\_\_\_ day of \_\_\_\_\_, 2015**

**Attest:** \_\_\_\_\_

Milton Town Clerk



## TOWN OF MILTON

### Planning & Economic Development Department

43 Bombardier Road  
Milton, Vermont 05468-3205  
802.893.1186  
planning@town.milton.vt.us  
www.miltonvt.org

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## MEMO

**TO:** Selectboard and Town Manager  
**FROM:** Jacob Hemmerick, Planning Director  
**DATE:** July 14, 2015  
**SUBJECT:** INTERIM ZONING CONDITIONAL USE APPLICATION, 37 CENTER DRIVE, GILBERT CASE 2015-01

- Attached for your review is the Decision resulting from the hearing on the above-referenced application, closed on July 6, 2015.
- As the appropriate municipal panel in this case, you are obligated to issue a written Decision per [24 VSA §4464](#).
- Because this is a quasi-judicial item of business, you can discuss the content of the Decision in a Deliberative Session (if you so choose) according to [1 VSA §312](#).
- While a vote has already been taken in Open Session in this case, it is important that the details of the written Decision accurately capture the Board's conclusions and desired precedent.
- I reviewed the meetings' audio recordings and notes, and have based the Selectboard's conclusions upon that discussion.
- Due to the reschedule of your July 20, 2015 meeting, I won't be able to attend your July 27th meeting to represent this item.
- If revisions are needed, however, they can be noted on the draft version for later edits, and the Board can sign the signature page.
- You have 45 days from the date of the hearing's close to issue this Decision, according to Subchapter 10 of the Planning Act. Decisions are "issued" upon being postmarked certified to the Applicant.

**REQUESTED ACTION:** Sign the Decision

**ATTACHMENT(S):** Written Decision



## TOWN OF MILTON Selectboard

43 Bombardier Road  
Milton, Vermont 05468-3205  
802.893.1186  
www.miltonvt.org

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### NOTICE OF DECISION Interim Zoning Conditional Use Application, Selectboard Case 2015-01 37 Centre Drive Gilbert, Gordon and Margaret

#### INTRODUCTION AND PROCEDURAL HISTORY

**Applicant:** This matter came before the Selectboard (SLB) on the application of Gordon Gilbert and Margaret Gilbert referred to hereafter as the "Applicant".

**Application:** The Applicant applied for Interim Zoning Conditional Use approval according to Interim Zoning Bylaws Section IV, which states:

The Selectboard may, upon application, authorize the issuance of permits for any type of land development as a conditional use not otherwise permitted by these Interim Bylaws, after public hearing [ . . . ].

**Application Submission:** The application was submitted by a representative of the Applicant, Lloyd Gilbert, on May 18, 2015 and deemed complete by the Planning Department on May 19, 2015. The application was signed by the Applicant on May 15, 2015.

**Ownership:** The property is owned by Gordon Gilbert and Margaret Gilbert and the Deed is recorded in the Town's Land Records in Volume 365, Page 390. The owner(s) are signatory to the application.

**Jurisdiction:** Land development is subject to the control of the Town of Milton pursuant to, but not limited to, the following: The Vermont Planning and Development Act (Act); The Town of Milton Zoning Regulations (ZR), effective January 5, 2015; The Town of Milton Subdivision Regulations (SR), effective June 28, 2010; and the Town of Milton Interim Zoning Bylaws, effective April 6, 2015.

**Public Warning & Notice of Hearing:** Public Warning and Notice was issued by the Department of Planning and Economic Development for the hearing according to Vermont Statutes Annotated Chapter 24 §4464.

**Hearing:** The application was considered by the Selectboard at a public hearing opened on June 15, 2015 and recessed (continued) to July 6, 2015 -- in order to allow for an advisory opinion from the Planning Commission at their next available meeting pursuant to Interim Zoning Bylaws Section IV, B. The public hearing was re-opened and closed by the Selectboard on July 6, 2015.

**Panel Participation:** The Selectboard members who were present and participated at the June 15th hearing were: Darren Adams, Chair; Stuart King, Vice-Chair and Acting Chair; John Bartlett, Clerk; John Cushing; and Kenneth Nolan. The Selectboard members who were present and participated at the July 6th hearing were: Darren Adams, Chair; Stuart King, Vice-Chair and Acting Chair; John Bartlett, Clerk; John Cushing; and Kenneth Nolan.

**Applicant Representation:** The Applicant was represented at both hearings by Lloyd Gilbert and Gordon Gilbert.

**Interested Persons:** At the outset of the hearing, the Selectboard afforded those persons wishing to achieve status as an Interested Person an opportunity under 24 VSA §4465 to be sworn in and sign the hearing sheet.

**Application Exhibits:** The following exhibits were submitted with the May 18, 2015 application and attached to the June 15, 2015 *Staff Report*:

- a. Application Form
- b. Tax Map Photocopy
- c. Site Plan dated April 30, 2015 by Lloyd Gilbert

**Hearing Exhibits:** At the hearing of July 6, 2015, the Planning Commission submitted the following exhibit:

- d. Planning Commission Advisory Opinion dated June 29, 2015

No other exhibits were submitted at the hearing.

All exhibits are maintained in the application file and available for public inspection.

### **FINDINGS OF FACT AND CONCLUSIONS**

Based upon testimony provided at the public hearing and the evidence submitted to the Selectboard, which are contained in the application file, the Selectboard finds, concludes and decides as follows:

1. **Location:** The site is located at 37 Centre Drive, described as Tax Map 27, Parcel 9-14 and School Parcel Account Number (SPAN) 11286.
2. **Size/Area:** The subject parcel is approximately 1.49 acres.
3. **Zoning District:** The site is located within the Downtown Business (DB1) Zoning District described on the Town of Milton Zoning Map, last amended August 22, 2011, on record and display at the Municipal Offices and available on the Town's website [miltonvt.org](http://miltonvt.org).
4. **Comprehensive Planning Area:** The site is located within the Town Core Planning Area, as delineated in Map 2 of the 2013 *Comprehensive Plan*. The site is located in the New Downtown Sub Area, as delineated in Figure 9.1 of the 2013 *Comprehensive Plan* (p.112).
5. **Physical Characteristics/Natural Features:** The site is developed on flat terrain with minimal vegetation and landscaping. The site drains directly to Lake Champlain via Mallets Creek. The site contains no presumed wetlands, flood risk, significant habitat or habitat crossings.
6. **Existing Use/Structures/Characteristics:** The site contains six existing storage buildings (one of which houses a small office), as well as a carport.
7. **Surrounding Uses/Structures:** To the west, a 38-unit multi-family residential building is being erected. To the north is an existing restaurant with Site Plan approval for a 4-story, 30-unit elderly housing building. To the east is an existing medical office, church and fraternal club. To the south is a gym and hair salon.

8. **Proposed Use/Structures:** The Applicant seeks approval to build a new 5' x 60' (300 square foot) building for a public warehousing use.
9. **Access:** The site is accessed directly from Bombardier Road, although Staff stated that the Site Plan for the adjacent 38-unit shows that the subject site's driveway shall be relocated from Bombardier Road to provide site access from a proposed private road (crossing the subject site and granting access to the 38-unit multi-family housing site under construction to the west); Staff stated that this configuration is consistent with this subject site's original 1994 proposal.
10. **Existing Restrictions or Covenants:** The plan shows a 60-foot wide easement to benefit the adjoining lot to the west. No other restrictions are shown.
11. **Proposed Restrictions or Covenants:** No new restrictions or easements are shown.
12. **Approval History:** Based on the documents available in the Planning Department's file:
  - The Planning Commission Minutes of November 15, 1994 show that the Site Plan was first approved for a four-building self-storage facility.
  - In 2012, the site received DRB approval to amend the Site Plan to construct an additional 10' x 80' storage building.
  - In September of 2013, the site received Zoning Administrator approval to administratively amend the Site Plan to add a 10 foot by 80 foot storage area.
  - In August of 2014, the site received Zoning Administrator approval to administratively amend the Site Plan to add a 10 foot by 20 foot paved parking area.
  - In December of 2014, the site received Zoning Administrator approval to administratively amend the Site Plan after-the-fact for a metal carport canopy; this application was submitted after the Applicant had received a Voluntary Compliance Letter for constructing a carport without Site Plan Amendment or a Zoning Permit from the Zoning Administrator.
13. **Jurisdictional Question:** Staff found that the proposed use, "new public warehousing", and location within the Town of Milton makes the application subject to the Interim Zoning Bylaws, which apply to all Zoning Districts in the Town of Milton (established by and listed in Article II of the Milton ZR) pursuant to Section II(D) of the Interim Bylaws. The Applicant contested that the proposal is subject to the Interim Zoning Bylaws, stating that the proposal does not meet the definition of "new public warehousing" because it is existing public warehousing. The Selectboard finds that "New Public Warehousing" is defined by the Section III of the Interim Zoning Bylaws as meaning, "any public warehousing for which a complete application for site plan approval has not been submitted to the Milton Department of Planning and Economic Development before February 26, 2015." Staff stated that the proposed building is not shown on an approved Site Plan, and would therefore be new public warehousing. The Selectboard requested the advisory opinion of the Planning Commission on this question. The Commission reviewed the proposal and Interim Bylaw language and found that anything that is not existing and not shown on an approved site plan is new -- including expansions to existing public warehousing sites. The Selectboard concludes that the proposal for which the Applicant seeks approval is not shown on an approved Site Plan and is therefore "new public warehousing" subject to review according to the Interim Bylaw standards for Conditional Use approval pursuant to Section IV.
14. **Administrative Site Plan Review:** The Applicant further requested, if approved, that the Site Plan application be approved administratively instead of having to go before the Development Review Board.

The Selectboard finds that the ZR801 grants the Zoning Administrator authority to make this determination in accordance with the Regulations.

15. **Health, Safety, Welfare:** To determine whether the proposed development is consistent with the health, safety, and welfare of the Town of Milton, the Selectboard considered whether the proposal is the type of development that will or could be contrary to the amendments to the Milton Zoning Regulations that the Town is contemplating by evaluating the purposes of the adopted Bylaws. Staff noted that the Interim Bylaws include the following purposes:
- "The Town's goal for the Town Core is a mix of residential, commercial and some limited industrial uses in a pedestrian friendly, downtown atmosphere";
  - "Development within the Town Core should also create jobs, both for Milton residents and for residents in the communities surrounding Milton, and expand Milton's tax base";
  - "Public warehousing is a permitted use in several Zoning Districts, but the impact of this use may frustrate the Town's goals in both the Town Core and throughout the Town."

The Applicant stated that this use: is in high demand, would result in additional tax revenue, and is best located in proximity to multi-family housing with storage needs, such as those being developed adjacent to the site.

Staff cited *Plan* goals that classify a "downtown atmosphere" and found that the proposal would not advance those and other goals; Staff stated that the use does not have a connection with job creation; and Staff cited *Plan* goals that indicate that the expansion could frustrate development in the Town Core.

Based on the *Comprehensive Plan* goals and purposes of the Interim Zoning Bylaws' purposes, the Planning Commission found that the proposed development would be contrary to the Milton Zoning Regulation amendments currently under consideration by the Commission.

The Selectboard considered the testimony and evidence, and concludes that the commercial expansion is limited in scope, thereby having a limited impact; would expand the tax base, thereby strengthening the ability of the Town to repay debt incurred by the Town of Milton to foster development and property value increases within Tax Increment Financing Districts; is unlikely to preclude or frustrate development; and that even if the use were to be removed as a Conditional Use in the DB1 District, there would still be an avenue for review and approval according to ZR510 on *Non-Conforming Uses* and ZR1070 *Variances*.

In addition to considering consistency with the health, safety and welfare of the Town of Milton, the Selectboard also conducted a review to ensure that the proposed development will not result in an undue adverse effect on any of the criteria listed in Section IV(A) of the Interim Zoning Bylaws.

16. **Existing and Planned Community Facilities:** Interim Zoning Bylaws Section IV(A)(i) states, "The proposed development shall not result in an undue adverse effect on the capacity of existing or planned community facilities, services, or lands."

Staff stated that the site does not take full advantage of the existing community facilities, such as wastewater service, pedestrian infrastructure, and proximity to municipal facilities.

The Applicant stated that the proposal would not impact community facilities.

The Planning Commission found that the proposal adversely affects capacity, because it does not utilize existing infrastructure -- developed with public funds -- to promote downtown development and to enhance property values in the Town Core.

The Selectboard concludes that the proposed development would not result in an undue adverse effect on the capacity of existing or planned community facilities, services, or land.

17. **Patterns of Development:** Interim Zoning Bylaws Section IV(A)(ii) states, "The proposed development shall not result in an undue adverse effect on the existing patterns and uses of development in the area."

Staff stated that the proposed development would have an undue adverse effect upon patterns and uses of development in the area by frustrating the ZR standard for "Like Kind Quality" and "transitional uses", which could limit development and the efficiency of land use.

The Applicant stated that this use is compatible with downtown development and a valued amenity for nearby multi-family housing.

The Planning Commission found that the proposal would have an adverse effect by deterring prioritized downtown uses and by precluding mutually beneficial economies among those downtown uses in the Town Core.

The Selectboard concludes that the proposed development does not result in an undue adverse effect on the existing patterns and uses of development in the area given the limited scope.

18. **Traffic on Road and Highways:** Interim Zoning Bylaws Section IV(A)(iii) states, "The proposed development shall not result in an undue adverse effect on traffic on roads and highways in the vicinity."

Staff, the Applicant and the Planning Commission found that the proposed expansion would not result in an undue effect on this standard.

The Selectboard concludes that the proposal would not result in an undue adverse effect on traffic on roads and highways in the vicinity.

19. **Environmental Limitation and Natural Resources:** Interim Zoning Bylaws Section IV(A)(iv) states, "The proposed development shall not result in an undue adverse effect on environmental limitations of the site or area and significant natural resource areas and sites."

Staff, the Applicant and the Planning Commission found that the proposal would not result in an undue effect on this standard.

The Selectboard concludes that the proposal does not result in an undue adverse effect on environmental limitations of the site or area and significant natural resource areas and sites.

20. **Renewable Energy Resources:** Interim Zoning Bylaws Section IV(A)(v) states, "The proposed development shall not result in an undue adverse effect on utilization of renewable energy resources."

Staff, the Applicant and the Planning Commission found that the proposal would not result in an undue effect on this standard.

The Selectboard concludes that the proposal does not result in an undue adverse effect on utilization of renewable energy resources.

21. **Plan and Regulations:** Interim Zoning Bylaws Section IV(A)(vi), states, "The proposed development shall not result in an undue adverse effect on the Town of Milton Comprehensive Plan and other Town bylaws, ordinances, or regulations in effect."

Staff and the Planning Commission found that the proposal would not have an undue adverse effect on the Town bylaws, ordinances or regulations in effect so long as the following conditions are met: the Applicant shall receive all necessary approvals from the Development Review Board before the Administrative Officer may issue a zoning permit; the Applicant shall obtain a zoning permit before commencing any land development on the subject property; the Applicant shall receive all other applicable Town approvals and/or permits. The Applicant agreed to these conditions.

Staff and the Commission cited several *Plan* goals that they found would be adversely effected by the proposed development, such as 3.2.6, 3.2.11, 3.5.3, 9.1.3, 9.14.1.a, and 9.14.2.a.

The Selectboard concludes that the proposed development would not result in an undue adverse effect on the Milton Comprehensive Plan.

### **DECISION & CONDITIONS OF APPROVAL**

**MOTION** by John Bartlett, **SECOND** by Darren Adams, to **APPROVE** the Conditional Use application according to the effective Interim Zoning Bylaw Section IV for a proposed 5' x 60' new public warehousing (self-storage) building located at 37 Centre Drive, described as SPAN# 11286, Tax Map 27, Parcel 9-14, conditional upon the following items being addressed to the satisfaction of Staff:

1. Applicant shall receive all necessary approvals from the Development Review Board before the Administrative Officer may issue a zoning permit.
2. Applicant shall obtain a zoning permit before commencing any land development on the subject property.
3. Applicant shall receive any other applicable Town approvals and/or permits.

**VOTE RECORD**

Darren Adams, Chair	<u>yea</u> /nay/abstain/absent/recusal
Stuart King, Vice-Chair:	<u>yea</u> /nay/abstain/absent/recusal
John Bartlett, Clerk:	<u>yea</u> /nay/abstain/absent/recusal
Kenneth Nolan:	<u>yea</u> /nay/abstain/absent/recusal
John Cushing:	<u>yea</u> /nay/abstain/absent/recusal

**MOTION TO APPROVE PASSED BY A VOTE OF:**

YEA 5 ;NAY \_\_\_\_\_;ABSTAIN \_\_\_\_\_;ABSENT \_\_\_\_\_;RECUSAL \_\_\_\_\_

Vote taken in Open Session on **July 6, 2015**.

Written Decision signed and dated at Milton, Vermont, this \_\_\_\_\_ day of \_\_\_\_\_,2015

By \_\_\_\_\_  
**Stuart King, Vice-Chair and Acting Chair**  
Milton Selectboard

/jmh

**Appeal Rights**

An "interested person", who has participated in this proceeding, may appeal this decision to the Vermont Environmental Court within 30 days of the date the decision was signed. Participation shall consist of offering, through oral or written testimony, evidence or a statement of concern related to the subject of the proceeding. See V.S.A. Title 24, Chapter 117, Section 4465(b) for clarification on who qualifies as an "interested person".

Notice of the Appeal, along with applicable fees, should be sent by certified mail to the Vermont Environmental Court. A copy of the notice of appeal should also be mailed to the Town of Milton Planning & Zoning Office at 43 Bombardier Road, Milton, VT 05468. Please contact the VT Superior Court Environmental Division, 32 Cherry Street, 2<sup>nd</sup> Floor, Suite 302, Burlington, VT 05401, 802-951-1740, for more information on the filing requirements and fees.



## TOWN OF MILTON, VERMONT 05468-3205

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Town Manager's Office • 43 Bombardier Road • 802-893-6655 • Fax: 893-1005

### MEMORANDUM

TO: Town of Milton Selectboard

FROM: Erik Wells, Exe. Assistant to the Town Manager / HR Coordinator

RE: Line of Credit in Interim Town Manager Paul Bohne's Name

DATE: July 27, 2015

The Town Credit Card managed through the Business Credit Card Services division of People's United Bank is required to be open in the name of the current Town Manager. Presently the card is in Paul Bohne's name.

I request the Board authorize opening a line of credit in Town Manager Donna Barlow Casey's name in the amount of \$1. Peoples United Bank informed me once this line of credit is established the account in Paul Bohne's name can be closed out. Once the billing cycle is complete and the outstanding balance in Paul Bohne's name is paid off, we can then request that our authorized limit of \$7,500 be placed on the line of credit in Donna Barlow Casey's name.

This action by the Board is an administrative task for which its authorization is necessary.



# Resolution

**TOWN OF MILTON**

## **Line of Credit/Business Card in Town Manager Donna Barlow Casey's Name**

**WHEREAS**, the Selectboard of the Town of Milton oversees the credit limits for the Town; and,

**WHEREAS**, the Town Credit Card managed through the Business Credit Card Services division of People's United Bank is required to be open in the name of the current Town Manager.

**THEREFORE, BE IT RESOLVED**, that the Selectboard of the Town of Milton authorizes a line of credit with the Business Credit Card Services division of People's United Bank in the name of Town Manager Donna Barlow Casey in the amount of \$1 and authorizes the Town's Business Card be in Donna Barlow Casey's name.

**Dated at Milton, Vermont this \_\_\_\_\_ day of \_\_\_\_\_, 2015**

### **MILTON SELECTBOARD**

\_\_\_\_\_  
Darren Adams, Chairperson

\_\_\_\_\_  
John Gifford, Vice-Chairperson

\_\_\_\_\_  
John Bartlett, Clerk

\_\_\_\_\_  
Kenneth Nolan

\_\_\_\_\_  
John Cushing

**Filed with the Milton Town Clerk's Office this \_\_\_\_\_ day of \_\_\_\_\_, 2015**

**Attest:** \_\_\_\_\_

Milton Town Clerk

07/23/15  
10:11 am

TOWN OF MILTON Accounts Payable  
Warrant/Invoice Report # 2

*Reviewed  
7/23/15  
jo*

By due date and vendor name for check acct 1(GENERAL FUND) and due dates 07/28/15 thru 07/28/15

Vendor	PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
50360 ADAMIK, BENJAMIN		1021	Professional Development	10-20-422-820.00	PROFESSIONAL DEVELOPMENT	0.00	40.00	
37941 ANDERSON, JOANNE		1007	Professional Development	10-20-422-820.00	PROFESSIONAL DEVELOPMENT	0.00	80.00	
17950 BCBSVT		150004427000	Group Health Insurance	10-10-410-210.10	GROUP HEALTH INSURANCE	0.00	384.02	
		150004427000	Group Health Insurance	10-10-412-210.10	GROUP HEALTH INSURANCE	0.00	2,615.18	
		150004427000	Group Health Insurance	10-10-413-210.10	GROUP HEALTH INSURANCE	0.00	1,152.06	
		150004427000	Group Health Insurance	10-20-420-210.10	GROUP HEALTH INSURANCE	0.00	10,314.80	
		150004427000	Group Health Insurance	10-20-421-210.10	GROUP HEALTH INSURANCE	0.00	335.72	
		150004427000	Group Health Insurance	10-20-422-210.10	GROUP HEALTH INSURANCE	0.00	743.38	
		150004427000	Group Health Insurance	10-30-429-210.10	GROUP HEALTH INSURANCE	0.00	1,536.08	
		150004427000	Group Health Insurance	10-30-430-210.10	GROUP HEALTH INSURANCE	0.00	3,594.43	
		150004427000	Group Health Insurance	10-30-432-210.10	GROUP HEALTH INSURANCE	0.00	192.01	
		150004427000	Group Health Insurance	10-40-441-210.00	Group Health Ins	0.00	52.80	
		150004427000	Group Health Insurance	10-50-451-210.10	GROUP HEALTH INSURANCE	0.00	768.04	
		150004427000	Group Health Insurance	10-50-452-210.10	Group Health Insurance	0.00	1,079.10	
		150004427000	Group Health Insurance	10-60-461-210.10	GROUP HEALTH INSURANCE	0.00	715.24	
		150004427000	Group Health Insurance	50-10-410-210.10	GROUP HEALTH INSURANCE	0.00	768.04	
		150004427000	Group Health Insurance	55-20-420-210.10	GROUP HEALTH INSURANCE	0.00	768.04	
						0.00	25,018.94	
19000 BOND AUTO PARTS, INC.		17IV012080	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	0.00	26.92	
00011905	17IV013746		Vehicle/Equipment Maint.	10-20-422-430.10	VEHICLE/EQUIP.MAINTENANCE	45.99	45.99	
00003534	17IV016094		Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	26.88	26.88	
00003534	17IV016342		Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	4.79	4.79	
						77.66	104.58	
19220 BOUCHARD, BRYAN		072115	Other Financing Sources	50-10-000-390.00	OTHER FINANCING SOURCES	0.00	50.00	
25250 BURNETT, CHRISTOPHER		1008	Professional Development	10-20-422-820.00	PROFESSIONAL DEVELOPMENT	0.00	40.00	
27806 BUSINESS CREDIT CARD SERVICES		0055	Other Supplies	10-10-401-612.00	OTHER SUPPLIES	0.00	85.90	
		2315	Other Supplies	10-10-401-612.00	OTHER SUPPLIES	0.00	71.55	
		61615	Other Supplies	10-10-401-612.00	OTHER SUPPLIES	0.00	56.78	
		6162015	Other Professional	10-10-416-330.00	OTHER PROFESSIONAL	0.00	30.00	
00001643	NO INVOICE		Technology	50-10-410-613.00	TECHNOLOGY	429.99	429.99	
00001643	NO INVOICE		Technology	55-20-420-613.00	TECHNOLOGY	429.99	429.99	
						859.98	1,104.21	
22764 CALKINS NETWORKS LLC		00051596 3443	Official/Administrative	10-50-451-310.00	OFFICIAL/ADMINISTRATIVE	360.00	360.00	

07/23/15  
10:11 am

TOWN OF MILTON Accounts Payable  
Warrant/Invoice Report # 2

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By due date and vendor name for check acct 1(GENERAL FUND) and due dates 07/28/15 thru 07/28/15

Vendor	PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
-----								
24571 CHAMPLAIN MEDICAL ASSOC, PLLC								
	00006575	3648	Other Professional	10-60-461-330.00	OTHER PROFESSIONAL	100.00	100.00	
	00010979	3680	Other Professional	10-20-421-330.00	OTHER PROFESSIONAL	613.00	613.00	
						-----	-----	
						713.00	713.00	
25190 CHAMPLAIN WATER DISTRICT								
		0630215	Water Purchase	50-10-410-411.10	WATER PURCHASE CWD	0.00	36,676.69	
	00001635	CCR-2015	Printing & Binding	50-10-410-550.00	PRINTING AND BINDING	2,332.33	2,332.33	
						-----	-----	
						2,332.33	39,009.02	
25200 CHITTENDEN COUNTY CLERK								
	00008533	TAXFY16	County Taxes	10-10-406-810.10	COUNTY TAXES	47,423.02	47,423.02	
25930 CHITTENDEN COUNTY REGIONAL								
		15-05-206	Milton Sidewalk Scoping	38-30-430-450.27	Milton Sidewalk Scoping	0.00	333.83	
26250 CHITTENDEN SOLID WASTE DISTRICT								
		IVC021819	Biosolids Disposal	55-20-420-340.00	TECHNICAL SERVICES	0.00	8,429.09	
26422 CHOICE COBRA, LLC								
		RC034555	Cobra Fees	10-10-416-210.00	HEALTH INSURANCE - CHOICE	0.00	38.25	
26450 CHUCK'S HEATING & A/C INC								
		W16170	Repairs/Maint. Facilities	10-30-432-430.00	REPAIR & MAINT-FACILITIES	0.00	90.00	
		W16213	Repairs & Maintenance	10-30-432-430.00	REPAIR & MAINT-FACILITIES	0.00	855.00	
						-----	-----	
						0.00	945.00	
27398 COLCHESTER BASEBALL								
	00005683	004-15	Revenue Programs	10-50-452-831.00	REVENUE PROGRAMS	2,250.00	1,810.00	
	00005683	004-15	Revenue Programs	10-50-452-831.00	SCHOLARSHIP FR REV.PROG	225.00	140.00	
						-----	-----	
						2,475.00	1,950.00	
27785 CONWAY OFFICE SOLUTIONS								
		651803	Printing & Binding	10-50-451-550.00	PRINTING AND BINDING	0.00	51.05	
27632 COOPER, JONATHAN								
		05012015	Gym Reimbursement	10-20-420-825.00	Gym Membership	0.00	40.00	
		06012015	Gyme Reimbursement	10-20-420-825.00	Gym Membership	0.00	40.00	
		07012015	Gym Reimbursement	10-20-420-825.00	Gym Membership	0.00	40.00	
						-----	-----	
						0.00	120.00	
27888 CROSSWINDS TECHNOLOGIES, INC								
	00002978	121	Technical	10-20-420-340.00	TECHNICAL	412.50	412.50	

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TOWN OF MILTON Accounts Payable  
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By due date and vendor name for check acct 1(GENERAL FUND) and due dates 07/28/15 thru 07/28/15

Vendor	PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
39396 DAIGLE, MICHAEL		41715	Rec Reimbursement	10-50-000-347.00	RECREATION FEES	0.00	85.00	
30048 DOUG SHEPARD EXCAVATING, LLC		071315	Contracted Services	10-30-430-360.00	CONTRACTED SERVICES	0.00	2,250.00	
43491 DUCHESNEAU, KIMBERLY		07072015	General Supplies	10-50-452-612.00	GENERAL SUPPLIES	0.00	20.46	
30253 EBSCO INDUSTRIES INC		00051586	1000018443-1 Electronic Resources	10-50-451-640.55	Electronic Resources	1,095.00	1,095.00	
31009 ENDYNE, INC		175450	Technical Services	55-20-420-340.00	TECHNICAL SERVICES	0.00	50.00	
		176886	Technical Services	55-20-420-340.00	TECHNICAL SERVICES	0.00	50.00	
						0.00	100.00	
64450 FERGUSON WATERWORKS INC #590		00003516	0383349 General Supplies	10-30-430-612.00	GENERAL SUPPLIES	53.05	53.05	
34676 FERRO, CHRISTOPHER		033015	Rec Reimbursement	10-50-000-347.00	RECREATION FEES	0.00	30.00	
		040315	Baseball Reimbursement	10-50-000-347.00	RECREATION FEES	0.00	50.00	
		070615	Administrative Fee	10-50-000-347.00	RECREATION FEES	0.00	-10.00	
						0.00	70.00	
34143 GOFF-PORTER, EMILY		3734	Rec Reimbursement	10-50-000-347.00	RECREATION FEES	0.00	20.00	
38465 GORDON, JOHN		00005678	070515 Town Band	10-50-452-836.00	TOWN BAND	550.00	550.00	
36878 GRAY ROCK QUARRY LLC		4680/1	Plant Mix/Gravel	10-30-430-602.20	PLANT MIX / GRAVEL	0.00	1,378.20	
		4680/2	Plant Mix/Gravel	10-30-430-602.20	PLANT MIX / GRAVEL	0.00	1,780.90	
		00003515	4695 Plant Mix/Gravel	10-30-430-602.20	PLANT MIX / GRAVEL	467.08	467.08	
						467.08	3,626.18	
31791 HANSEN, ANNETTE		151	Professional Programs	10-50-451-330.10	PROFESSIONAL PROGRAMS	0.00	65.00	
39913 HOWARD CENTER		00008539	7-1-15 Human Services	10-40-441-830.05	HOWARD CTR FOR HUMAN SVCS	200.00	200.00	
58257 HUMPHREY, C. EUGENE		061515	Recreation fees	10-50-000-347.00	RECREATION FEES	0.00	130.00	

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TOWN OF MILTON Accounts Payable  
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By due date and vendor name for check acct 1(GENERAL FUND) and due dates 07/28/15 thru 07/28/15

Vendor	PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
		070815	Recreation Fees	10-50-000-347.00	RECREATION FEES	0.00	-10.00	
						0.00	120.00	
40700 INGRAM LIBRARY SERVICES								
		60869685	Books-Juvenile	10-50-451-640.30	BOOKS-JUVENILE	0.00	5.28	
		60869686	Books-Juvenile	10-50-451-640.30	BOOKS-JUVENILE	0.00	149.45	
		60870540	Books-Childrens	10-50-451-640.25	BOOKS-CHILDRENS	0.00	392.03	
		60870541	Books-Juvenile	10-50-451-640.30	BOOKS-JUVENILE	0.00	29.67	
		60870542	Books - Juvenile	10-50-451-640.30	BOOKS-JUVENILE	0.00	9.34	
		60873613	Books-Adult	10-50-451-640.10	BOOKS-ADULTS	0.00	15.99	
		60875383	Books-Adult	10-50-451-640.10	BOOKS-ADULTS	0.00	618.23	
		66602508	Books-Juvenile	10-50-451-640.30	BOOKS-JUVENILE	0.00	29.18	
		66603117	Books-Childrens	10-50-451-640.25	BOOKS-CHILDRENS	0.00	64.09	
00051605		66604809	Books-Adult	10-50-451-640.10	BOOKS-ADULTS	120.36	120.36	
		66606275	Books-Adult	10-50-451-640.10	BOOKS-ADULTS	0.00	18.88	
		DP0009336	Books-Adult	10-50-451-640.10	BOOKS-ADULTS	0.00	8.84	
		DP0009337	Books-Adult	10-50-451-640.10	BOOKS-ADULTS	0.00	22.00	
		DP0009338	Books-Adult	10-50-451-640.10	BOOKS-ADULTS	0.00	14.84	
						120.36	1,498.18	
40726 INNOVATIVE SURFACE SOLUTIONS								
		INV28852	Chloride	10-30-430-602.10	CHLORIDE	0.00	3,687.54	
41074 INTERSTATE AUTO SERVICE, INC								
		72305	Vehicle Maintenance	10-20-420-430.10	VEHICLE MAINTENANCE	0.00	323.95	
		72314	Vehicle Maintenance	10-20-420-430.10	VEHICLE MAINTENANCE	0.00	393.23	
		72354	Vehicle Maintenance	10-20-420-430.10	VEHICLE MAINTENANCE	0.00	98.45	
		72360	Vehicle Maintenance	10-20-420-430.10	VEHICLE MAINTENANCE	0.00	37.03	
		72431	Vehicle Maintenance	10-20-420-430.10	VEHICLE MAINTENANCE	0.00	186.55	
		72432	Vehicle Maintenance	10-20-420-430.10	VEHICLE MAINTENANCE	0.00	40.00	
		72538	Vehicle Maintenance	10-20-420-430.10	VEHICLE MAINTENANCE	0.00	47.55	
		72550	Vehicle Maintenance	10-20-420-430.10	VEHICLE MAINTENANCE	0.00	13.29	
00003527		72678	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	83.65	83.65	
						83.65	1,223.70	
49931 JOHNSON HARDWARE & RENTAL								
		A130900	Culverts	10-30-430-615.00	CULVERTS	0.00	2,067.00	
		TR2673	Culverts	10-30-430-615.00	CULVERTS	0.00	2,067.00	
						0.00	4,134.00	
42397 KABUSK, SYLVIA								
00005685	071615		Revenue Programs/Scholars	10-50-452-831.00	REVENUE PROGRAMS	990.00	740.00	
00005685	071615		Revenue Programs/Scholars	10-50-452-831.10	SCHOLARSHIP FR REV.PROG	270.00	160.00	
						1,260.00	900.00	
46556 LENNYS SHOES								
00001637	2008722		Other Employee Benefits	50-10-410-290.00	OTHER EMPLOYEE BENEFITS	92.50	92.50	

07/23/15  
10:11 am

TOWN OF MILTON Accounts Payable  
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By due date and vendor name for check acct 1(GENERAL FUND) and due dates 07/28/15 thru 07/28/15

Vendor	PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	00001637	2008722	Other Employee Benefits	55-20-420-290.00	OTHER EMPLOYEE BENEFITS	92.50	92.50	
						185.00	185.00	
41451 LINCOLN NATIONAL LIFE INS CO								
		08012015	Disability	10-10-404-520.60	LONG TERM DISABILITY	0.00	496.35	
		08012015	Disability	10-10-404-520.70	SHORT TERM DISABILITY	0.00	414.56	
		08012015	Disability	50-10-410-210.20	GROUP LTD/STD/VISION INS	0.00	54.17	
		08012015	Disability	55-20-420-210.20	GROUP LTS/STD/VISION INS	0.00	54.16	
						0.00	1,019.24	
47823 MAILFINANCE INC.								
		N5429714	Postage Machine Lease	10-10-416-610.10	POSTAGE MACHINE RENTAL	0.00	422.82	
47941 MAINE ENVIRONMENTAL LAB								
		54916	Wastewater Tech. Service	55-20-420-340.00	TECHNICAL SERVICES	0.00	492.00	
48058 MAYVILLE, PHYLLIS MARY								
		00002986	071315 Uniforms	10-20-420-650.00	UNIFORMS	15.00	15.00	
49001 MCCULLOUGH CRUSHING, INC								
		75950	Plant Mix/Gravel	10-30-430-602.20	PLANT MIX / GRAVEL	0.00	1,573.20	
		76078	Plant mix/Gravel	10-30-430-602.20	PLANT MIX / GRAVEL	0.00	639.80	
		00003513	76319 Plant Mix/Gravel	10-30-430-602.20	PLANT MIX / GRAVEL	799.40	799.40	
						799.40	3,012.40	
49500 MCRAE AUTO SERVICE								
		3011	Vehicle/Equip. Repair	10-30-430-430.10	VEHICLE MAINTENANCE	0.00	482.28	
73135 MESSENGER PRINT & DESIGN								
		18833	Advertising	10-50-452-540.00	ADVERTISING	0.00	84.00	
48467 MILTON ACE HARDWARE LLC								
		12175/4	Repairs/Maintenance	10-30-432-430.00	REPAIR & MAINT-FACILITIES	0.00	40.48	
		12356/4	Repairs/Maintenance	10-30-432-430.00	REPAIR & MAINT-FACILITIES	0.00	15.98	
		12388/4	Repairs/Maintenance	10-30-432-430.00	REPAIR & MAINT-FACILITIES	0.00	51.98	
		12454/4	Vehicle/Equipment Maint.	10-20-421-430.10	VEHICLE/EQUIP MAINTENANCE	0.00	12.99	
		12466/4	Vehicle/Repair	10-30-430-430.10	VEHICLE MAINTENANCE	0.00	19.92	
		12467/4	Vehicle/Equipment Repair	10-30-430-430.10	VEHICLE MAINTENANCE	0.00	4.49	
		12493/4	Repairs/Maintenance	10-30-432-430.00	REPAIR & MAINT-FACILITIES	0.00	35.47	
		00009260	12575/4 Repairs	10-30-432-430.00	REPAIR & MAINT-FACILITIES	10.48	10.48	
		00001638	12579/4 General Supplies	50-10-410-612.00	GENERAL SUPPLIES	7.99	7.99	
		00001638	12579/4 General Supplies	55-20-420-612.00	GENERAL SUPPLIES	8.00	8.00	
		00009260	12588/4 Repairs	10-30-432-430.00	REPAIR & MAINT-FACILITIES	4.99	4.99	
		00009260	12591/4 Repairs	10-30-432-430.00	REPAIR & MAINT-FACILITIES	24.70	24.70	
		00009260	12593/4 Repairs	10-30-432-430.00	REPAIR & MAINT-FACILITIES	13.47	13.47	
		340919	Machinery and Equipment	10-50-452-740.00	MACHINERY AND EQUIPMENT	0.00	89.99	

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Vendor	PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
						69.63	340.93	
94690 MILTON BABE RUTH BASEBALL	00005671	071315	Babe Ruth	10-50-452-830.02	BABE RUTH	500.00	500.00	
52645 MILTON FAMILY COMMUNITY CENTER	00008535	61215	Milton Family Comm. Ctr	10-40-441-830.11	MILTON FAMILY COMM CTR	5,375.00	5,375.00	
52802 MILTON FIREFIGHTERS ASSOCIATION IN	00005675	070615	Donation Expense	10-20-422-850.00	DONATION EXPENSE	0.00	53.00	
		65618	Olde Fashion Fourth	10-50-452-830.12	OLDE FASHION FOURTH	3,500.00	3,500.00	
		7072015	Donation Expense	10-20-422-850.00	DONATION EXPENSE	0.00	229.45	
			Donation Expense	10-20-422-850.00	DONATION EXPENSE	0.00	47.24	
						3,500.00	3,829.69	
53189 MILTON GRANGE	00008536	7012015	Milton Grange	10-40-441-830.33	MILTON GRANGE	500.00	500.00	
53400 MILTON INDEPENDENT INC		42613	Advertising	10-60-461-540.00	ADVERTISING	0.00	100.70	
		42614	Advertising	10-60-461-540.00	ADVERTISING	0.00	102.00	
		42615	Advertising	10-30-429-540.00	ADVERTISING	0.00	38.25	
		42764	Advertising General	10-10-416-540.00	ADVERTISING	0.00	133.88	
						0.00	374.83	
53950 MILTON RENTAL & SALES CENTER INC		1-508855	Repairs/Maintenance	10-30-432-430.10	REPAIR & MAINT-EQUIPMENT	0.00	5.99	
		1-510161	General Supplies	10-30-430-612.00	GENERAL SUPPLIES	0.00	2.06	
		00003511	General Supplies	10-30-430-612.00	GENERAL SUPPLIES	53.56	53.56	
		00009251	Repair & Maintenance	10-30-432-430.10	REPAIR & MAINT-EQUIPMENT	28.36	28.36	
		00009251	Repairs & Maintenance	10-30-432-430.10	REPAIR & MAINT-EQUIPMENT	20.00	20.00	
		00003511	General Supplies	10-30-430-612.00	GENERAL SUPPLIES	1.35	1.35	
						103.27	111.32	
53875 MILTON SKI & RIDE CLUB, INC.	00005674	071515	Downhill Ski Club	10-50-452-830.06	DOWNHILL SKI CLUB	300.00	300.00	
53407 MILTON VETERINARY HOSPITAL INC	00002979	320032	Canine Unit	10-20-420-890.00	Canine Unit	193.92	193.92	
53995 MILTON YOUTH LACROSSE	00005676	070615	Milton Youth Lacrosse	10-50-452-830.14	MILTON YOUTH LACROSSE	500.00	500.00	
58359 MOORE, JAMES	00005686	072215	Revenue Programs	10-50-452-831.00	REVENUE PROGRAMS	840.00	490.00	

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Vendor	PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
-----								
57321 NESPIN								
	00002984	INV20153256	Dues & Fees	10-20-420-810.00	DUES AND FEES	100.00	100.00	
57350 NEW ENGLAND MUNICIPAL RESOURCE								
		34795	Technical	10-10-414-340.00	TECHNICAL	0.00	3,317.50	
		34797	Official/Administrative	10-10-414-310.00	OFFICIAL/ADMINISTRATIVE	0.00	500.00	
						-----	-----	
						0.00	3,817.50	
57413 NEW HORIZON COMMUNICATIONS CORP								
	07012015		Communication	10-10-410-530.10	COMMUNICATIONS-TELEPHONE	0.00	24.52	
	07012015		Communication	10-10-410-530.10	COMMUNICATIONS-TELEPHONE	0.00	32.58	
	07012015		Communication	10-10-412-530.10	COMMUNICATIONS-TELEPHONE	0.00	24.52	
	07012015		Communication	10-10-413-530.10	COMMUNICATIONS-TELEPHONE	0.00	20.44	
	07012015		Communication	10-10-414-530.10	COMMUNICATIONS-TELEPHONE	0.00	20.44	
	07012015		Communication	10-10-417-530.20	COMMUNICATIONS-OTHER	0.00	318.84	
	07012015		Communication	10-20-420-530.10	COMMUNICATIONS-TELEPHONE	0.00	150.98	
	07012015		Communication	10-20-420-530.10	COMMUNICATIONS-TELEPHONE	0.00	86.33	
	07012015		Communication	10-20-420-530.10	COMMUNICATIONS-TELEPHONE	0.00	106.27	
	07012015		Communication	10-20-421-530.10	COMMUNICATIONS TELEPHONE	0.00	31.73	
	07012015		Communication	10-20-421-530.10	COMMUNICATIONS TELEPHONE	0.00	16.35	
	07012015		Communication	10-20-422-530.10	COMMUNICATIONS-TELEPHONE	0.00	12.26	
	07012015		Communication	10-20-422-530.10	COMMUNICATIONS-TELEPHONE	0.00	31.78	
	07012015		Communication	10-30-429-530.10	COMMUNICATIONS-TELEPHONE	0.00	8.17	
	07012015		Communication	10-30-429-530.10	COMMUNICATIONS-TELEPHONE	0.00	32.58	
	07012015		Communication	10-30-429-530.10	COMMUNICATIONS-TELEPHONE	0.00	4.09	
	07012015		Communication	10-30-430-530.10	COMMUNICATIONS-TELEPHONE	0.00	4.09	
	07012015		Communication	10-30-430-530.10	COMMUNICATIONS-TELEPHONE	0.00	33.55	
	07012015		Communication	10-50-451-530.10	COMMUNICATIONS-TELEPHONE	0.00	4.09	
	07012015		Communication	10-50-452-530.10	COMMUNICATIONS-TELEPHONE	0.00	4.09	
	07012015		Communication	10-60-461-530.10	COMMUNICATIONS-TELEPHONE	0.00	24.52	
	07012015		Communication	50-10-410-530.10	COMMUNICATIONS-TELEPHONE	0.00	2.04	
	07012015		Communication	50-10-410-530.10	COMMUNICATIONS-TELEPHONE	0.00	31.64	
	07012015		Communication	55-20-420-530.10	COMMUNICATIONS-TELEPHONE	0.00	67.73	
	07012015		Communication	55-20-420-530.10	COMMUNICATIONS-TELEPHONE	0.00	31.64	
	07012015		Communication	55-20-420-530.10	COMMUNICATIONS-TELEPHONE	0.00	31.73	
	07012015		Communication	55-20-420-530.10	COMMUNICATIONS-TELEPHONE	0.00	2.04	
	07012015		Communication	55-20-420-530.10	COMMUNICATIONS-TELEPHONE	0.00	31.74	
	07012015		Communication	55-20-420-530.10	COMMUNICATIONS-TELEPHONE	0.00	40.62	
						-----	-----	
						0.00	1,231.40	
57495 NEW YORK CLEANERS								
	06012015		Dry Cleaning/Uniforms	10-20-420-650.00	UNIFORMS	0.00	322.40	
58200 NORTHEAST DELTA DENTAL								
	08012015			10-10-410-210.15	GROUP DENTAL INSURANCE	0.00	34.27	
	08012015			10-10-412-210.15	GROUP DENTAL INSURANCE	0.00	253.87	

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		08012015		10-10-413-210.15	GROUP DENTAL INSURANCE	0.00	222.85	
		08012015		10-20-420-210.15	GROUP DENTAL INSURANCE	0.00	1,052.21	
		08012015		10-20-421-210.15	GROUP DENTAL INSURANCE	0.00	38.22	
		08012015		10-20-422-210.15	GROUP DENTAL INSURANCE	0.00	85.07	
		08012015		10-30-429-210.15	GROUP DENTAL INSURANCE	0.00	99.56	
		08012015		10-30-430-210.15	GROUP DENTAL INSURANCE	0.00	553.68	
		08012015		10-30-432-210.15	GROUP DENTAL INSURANCE	0.00	211.18	
		08012015		10-40-441-210.15	Group Dental Ins	0.00	8.98	
		08012015		10-50-451-210.15	GROUP DENTAL INSURANCE	0.00	130.58	
		08012015		10-60-461-210.15	GROUP DENTAL INSURANCE	0.00	90.58	
		08012015		50-10-410-210.15	GROUP DENTAL INSURANCE	0.00	179.97	
		08012015		55-20-420-210.15	GROUP DENTAL INSURANCE	0.00	179.96	
						0.00	3,140.98	
57425		NORTHEAST WOODLAND TRAINING, INC						
	883	Professional Development	10-30-429-820.00	PROFESSIONAL DEVELOPMENT		0.00	3,627.05	
58208		NORTHWESTERN OCCUPATION HEALTH						
	72092	Other Employee Benefits	50-10-410-290.00	OTHER EMPLOYEE BENEFITS		0.00	81.51	
	72092	Other Employee Benefits	55-20-420-290.00	OTHER EMPLOYEE BENEFITS		0.00	81.51	
						0.00	163.02	
60775		PENGUIN MANAGEMENT, INC						
	00011910	35646 Machinery/Equipment	10-20-421-740.00	MACHINERY/EQUIPMENT		537.00	537.00	
	00011910	35646 Machinery/Equipment	10-20-422-740.00	MACHINERY/EQUIPMENT		537.00	537.00	
						1,074.00	1,074.00	
57535		PREISS, ANNETTE						
	6-30-2015	General Supplies	10-30-429-612.00	GENERAL SUPPLIES		0.00	92.47	
63300		QUEEN CITY STEEL COMPANY CORP						
	00003520	216485 Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE		125.66	125.66	
24501		R.R. CHARLEBOIS INC						
	IC92839	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE		0.00	98.85	
	IC92843	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE		0.00	6.40	
	00003523	IC94874 Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE		103.50	103.50	
	00003523	IC94925 Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE		255.26	255.26	
						358.76	464.01	
47861		RECORDED BOOKS INC						
	00051585	75167816 Electronic Resource	10-50-451-640.55	Electronic Resources		1,500.00	1,500.00	
64700		REINHARDT, DANIEL						
	071015	Recreation Fees	10-50-000-347.00	RECREATION FEES		0.00	135.00	

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		071015/2	Recreation Fees	10-50-000-347.00	RECREATION FEES	0.00	-10.00	
						0.00	125.00	
65805 REYNOLDS & SON, INC								
	00010976	3253953	Thermal Imaging	10-00-199-000.50	FD Equip-Village	5,783.19	5,783.19	
	00010976	3253953	Thermal Imaging	10-00-199-000.55	Riley Fund-Village	525.99	525.99	
	00010976	3253953	Thermal Imaging	10-10-000-321.35	3/4 C for Fire/Rescue Cap	3,690.82	3,690.82	
						10,000.00	10,000.00	
68281 SAWMILL STUDIO L3C								
	00005681	07195	Revenue Programs	10-50-452-831.00	REVENUE PROGRAMS	1,140.00	1,140.00	
	00005681	07195	Revenue Programs	10-50-452-831.10	SCHOLARSHIP FR REV.PROG	30.00	30.00	
						1,170.00	1,170.00	
72658 SPECIALTY VEHICLES, INC								
	00011906	3064	Vehicle/Equipment. Maint.	10-20-422-430.10	VEHICLE/EQUIP.MAINTENANCE	822.14	822.14	
56300 STA OF VERMONT INC								
		ACY100B00257	Revenue Programs	10-50-452-831.00	REVENUE PROGRAMS	0.00	210.00	
	00005687	ACY100B00261	Revenue Programs	10-50-452-831.00	REVENUE PROGRAMS	210.00	210.00	
	00005687	ACY100B00265	Revenue Programs	10-50-452-831.00	REVENUE PROGRAMS	210.00	210.00	
						420.00	630.00	
73450 STATE OF VERMONT								
	00020038	070715	Dues & Fees	10-30-429-810.00	DUES & FEES	125.00	125.00	
73869 STATE OF VERMONT								
		67790	Other Professional	10-10-416-330.00	OTHER PROFESSIONAL	0.00	16.50	
		67792	Other Professional	10-10-416-330.00	OTHER PROFESSIONAL	0.00	16.50	
						0.00	33.00	
61943 SWISH KENCO LTD								
		B088701/S	General Supplies	10-30-432-612.00	GENERAL SUPPLIES	0.00	34.02	
	00009261	B089340/S	General Supplies	10-30-432-612.00	GENERAL SUPPLIES	593.65	593.65	
						593.65	627.67	
48700 SYMQUEST GROUP INC								
		929924	Photo Copier	10-10-416-430.20	PHOTOCOPIER MAINTENANCE	0.00	161.27	
		931950	Photocopier Maintenance	10-10-412-430.20	PHOTOCOPIER MAINTENANCE	0.00	58.50	
		933459	Photo Copier Maint.	10-10-416-430.20	PHOTOCOPIER MAINTENANCE	0.00	25.50	
						0.00	245.27	
21288 SYNCB/AMAZON								
	00051590	07032015	Official Administrative	10-50-451-310.00	OFFICIAL/ADMINISTRATIVE	11.79	11.79	

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Vendor	PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	00051593	07122015	Videos	10-50-451-640.50	VIDEOS	209.88	209.88	
	00051593	7122015	Videos	10-50-451-640.50	VIDEOS	13.12	12.99	
	00051592	7132015	Videos	10-50-451-640.50	VIDEOS	111.00	110.05	
						-----	-----	
						345.79	344.71	
<b>76428 TOWN OF COLCHESTER</b>								
	AR-AMB	Q215	General Supplies	10-20-422-612.00	GENERAL SUPPLIES	0.00	450.00	
<b>76450 TOWN OF MILTON</b>								
	7-8-2015		Water and Sewer Quarterly	10-30-432-411.00	WATER/SEWER	0.00	762.61	
	7-8-2015		Water and Sewer Quarterly	50-10-410-411.00	WATER/SEWER	0.00	41.03	
	7-8-2015		Water and Sewer Quarterly	55-20-420-411.00	WATER/SEWER	0.00	646.86	
						-----	-----	
						0.00	1,450.50	
<b>76514 TOWN OF WESTFORD</b>								
	00008542	TAXYR/2015	Tax Bill	10-10-406-810.20	TOWN OF WESTFORD	2,569.72	2,569.72	
<b>52256 TURNER, DONALD</b>								
	06112015		Other Supplies	10-10-401-612.00	OTHER SUPPLIES	0.00	71.00	
<b>76960 U.S. BANK EQUIPMENT FINANCE</b>								
	282065150		Police Copier Rental	10-20-420-430.20	PHOTOCOPIER MAINTENANCE	0.00	145.10	
<b>78210 UNIFIRST CORP</b>								
	168745		Rags/Mats/Uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	6.16	
	168745		Rags/Mats/Uniforms	10-30-432-650.00	EMPLOYEE UNIFORMS	0.00	17.05	
	1687458		Rags/Mats/Uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	6.00	
	1687458		Rags/Mats/Uniforms	10-30-430-650.00	EMPLOYEE UNIFORMS	0.00	41.63	
	1687459		Rags/Mats/Uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	11.50	
	1687459		Rags/Mats/Uniforms	50-10-410-650.00	EMPLOYEE UNIFORMS	0.00	15.13	
	1687459		Rags/Mats/Uniforms	55-20-420-650.00	EMPLOYEE UNIFORMS	0.00	15.12	
	1688678		Rags/Mats/Uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	6.16	
	1688678		Rags/Mats/Uniforms	10-30-432-650.00	EMPLOYEE UNIFORMS	0.00	17.05	
	1688679		Rags/Mats/Uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	6.00	
	1688679		Rags/Mats/Uniforms	10-30-430-650.00	EMPLOYEE UNIFORMS	0.00	41.63	
	1688680		Rags/Mats/Uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	6.16	
	1688680		Rags/Mats/Uniforms	50-10-410-650.00	EMPLOYEE UNIFORMS	0.00	17.05	
	1688680		Rags/Mats/Uniforms	55-20-420-650.00	EMPLOYEE UNIFORMS	0.00	41.63	
<b>76926 UPSTART AND EDUPRESS</b>								
	5628407		General Supplies	10-50-451-612.00	GENERAL SUPPLIES	0.00		
<b>71063 US POSTAL SERVICE (POSTAGE BY PHONE)</b>								
	07-21-2015		Postage by Phone	10-00-000-190.00	PREPAID	0.00		
<b>79800 VAN NOORDT, BRETT</b>								
	17L13N		Professional Development	10-20-420-820.00	PROFESSIONAL	0.00		

Postage check from last week was voided. Vendor name had to be corrected.  
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82984 VCJTC		150611117	Professional Development	10-20-420-820.00	PROFESSIONAL DEVELOPMENT	0.00	46.50	
49013 VERIZON WIRELESS		9747763686	Communication	10-20-420-530.20	COMMUNICATIONS-OTHER	0.00	240.12	
80720 VERMONT GAS SYSTEMS INC		07202015	Natural Gas	10-30-432-621.00	NATURAL GAS	0.00	45.49	
75655 VERMONT HOMEBREW SUPPLY		00051603 00002	Professional Program	10-50-451-330.10	PROFESSIONAL PROGRAMS	50.00	50.00	
81055 VERMONT LEAGUE OF CITIES & TOWNS		00008534 16-RD123	Dues & Fees	10-10-401-810.00	DUES AND FEES	12,052.00	12,052.00	
		2015-16563	Other Professional Servic	10-10-401-330.00	OTHER PROFESSIONAL SERVIC	0.00	1,073.50	
						12,052.00	13,125.50	
81123 VERMONT RECREATION PARK		00005677 071315	Great Escape Program	10-50-452-832.00	GREAT ESCAPE PROGRAM	2,738.00	2,738.00	
81317 VERMONT STATE TREASURER		42015-62015	Due toState/Marriage lic	10-00-000-252.01	DUE TO STATE/MARRIAGE LIC	0.00	630.00	
		552015	Due to State/Dog Lic	10-00-000-252.02	DUE TO STATE/DOG LICENSE	0.00	2,774.00	
						0.00	3,404.00	
82994 VISION SERVICE PLAN-CONNECTICUT		07012015	Vision Service Plan	10-10-404-520.80	VISION SERVICE PLAN	0.00	590.29	
		07012015	Vision Service Plan	50-10-410-210.20	GROUP LTD/STD/VISION INS	0.00	28.14	
		07012015	Vision Service Plan	55-20-420-210.20	GROUP LTS/STD/VISION INS	0.00	28.13	
		08012015		10-10-404-520.80	VISION SERVICE PLAN	0.00	590.29	
		08012015		50-10-410-210.20	GROUP LTD/STD/VISION INS	0.00	28.14	
		08012015		55-20-420-210.20	GROUP LTS/STD/VISION INS	0.00	28.13	
						0.00	1,293.12	
84400 VLCT PACIF, INC.		00008541 071015	Vehicle Insurance Deduct.	10-10-404-520.25	***VEHICLE INS DEDUCTIBLE	1,000.00	100.00	
		00008538 20199	Vehicle Insurance	10-10-404-520.20	VEHICLE INSURANCE	537.00	537.00	
						1,537.00	637.00	
74358 VT AGENCY OF TRANSPORTATION		00003537 M1533297	Traffic Signs	10-30-430-616.00	TRAFFIC SIGNS	200.00	200.00	
76060 VT AMBULANCE ASSOC		00011907 422-810-00	Dues and Fees	10-20-422-810.00	DUES AND FEES	100.00	100.00	

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-----								
74649 WATCH GUARD VIDEO								
	00002983	4ELXINV00016	Vehicle Maint/Gov Hwy	10-20-420-430.10	VEHICLE MAINTENANCE	820.00	820.00	
	00002983	4ELXINV00016	Vehicle Maint/Gov Hwy	30-20-420-740.10	Gov Hwy Safety Equip	4,000.00	4,000.00	
						-----	-----	
						4,820.00	4,820.00	
72132 WESTAFF USA, INC								
		WC268878	Other Professional	10-60-461-330.00	OTHER PROFESSIONAL	0.00	509.28	
		WC268879	Other Professional	10-60-461-330.00	OTHER PROFESSIONAL	0.00	848.80	
		WC270403/2	Other Professional	10-60-461-330.00	OTHER PROFESSIONAL	0.00	339.52	
	00006574	WC27043	Other Professional	10-60-461-330.00	OTHER PROFESSIONAL	339.52	339.52	
	00006576	WC271996	Other Professional	10-60-461-330.00	OTHER PROFESSIONAL	615.38	615.38	
						-----	-----	
						954.90	2,652.50	
86543 WEX BANK								
		41355764	Fuel	10-10-410-626.00	GASOLINE	0.00	29.31	
		41355764	Fuel	10-20-420-626.00	GASOLINE	0.00	2,993.75	
		41355764	Fuel	10-20-421-625.00	DIESEL FUEL	0.00	58.89	
		41355764	Fuel	10-20-422-625.00	DIESEL FUEL	0.00	62.33	
		41355764	Fuel	10-30-429-626.00	GASOLINE	0.00	172.74	
		41355764	Fuel	10-30-430-626.00	GASOLINE	0.00	152.15	
		41355764	Fuel	10-30-432-626.00	GASOLINE	0.00	262.27	
		41355764	Fuel	50-10-410-626.00	GASOLINE	0.00	73.02	
		41355764	Fuel	55-20-420-626.00	GASOLINE	0.00	189.57	
						-----	-----	
						0.00	3,994.03	
86840 WINOOSKI PRESS								
		12774	Printing and Binding	10-10-413-550.00	PRINTING & BINDING	0.00	298.00	
87159 XEROX BUSINESS SERVICE LLC								
		1168253	Technical/ACS	10-10-412-340.10	TECHNICAL/ACS	0.00	1,518.66	
87182 YE OLDE SIGN SHOPPE								
		1542	Machinery & Equipment	10-50-452-740.00	MACHINERY AND EQUIPMENT	0.00	97.00	

07/23/15  
10:11 am

TOWN OF MILTON Accounts Payable  
Warrant/Invoice Report # 2

By due date and vendor name for check acct 1(GENERAL FUND) and due dates 07/28/15 thru 07/28/15

Vendor	PO	Invoice	Invoice	Account	Account	PO	Invoice	
	Number	Number	Description	Number	Description	Amount	Amount	Check
-----								
Report Total							238,101.50	
							=====	

THESE INVOICES HAVE BEEN APPROVED BY THE TOWN MANAGER ON THE FOLLOWING DATE:

  
~~Paul Bohne, Interim Town Manager~~  
 Donna Barlow Casey

APPROVED ON 7/24/2015

To the Treasurer of the TOWN OF MILTON:

We Hereby certify that there are sufficient vouchers supporting the amounts owed to the above mentioned vendors.

Let this be your order for the payments of the amounts totaling \$ \*\*\*238,101.50

SELECTBOARD:

\_\_\_\_\_  
Darren Adams, Chair

\_\_\_\_\_  
Stuart King, Vice Chair

\_\_\_\_\_  
John W. Bartlett, Secretary

\_\_\_\_\_  
Ken Nolan

\_\_\_\_\_  
John Cushing

## Town of Milton Supplemental Warrant

Vendor	Amount	Description	Account Number
Peoples United Bank			
Principal		Municipal Building	10-70-470-910.10
Interest		Municipal Building	10-70-470-911.10
Principal		Library Expansion	10-70-470-910.12
Interest		Library Expansion	10-70-470-911.12
Interest		Library Expansion Sequestration	10-70-470-911.12
Principal		Fire Station Bond	10-70-470-910.15
Interest		Fire Station Bond	10-70-470-911.15
Principal		Tower Truck	10-70-470-910.16
Interest		Tower Truck	10-70-470-911.16
Principal		Water Improvements	50-70-410-910.15
Interest		Water Improvements	50-70-410-911.15
Principal		Water System Rehab	50-70-410-910.19
Interest		Water System Rehab	50-70-410-911.19
Principal		Main Street Stomwater	10-70-470-910.13
Interest		Main Street Stomwater	10-70-470-911.13
Principal	\$5,896.52	Milton Sewer Rehab - RF1-160-2	55-72-430-910.00
Interest	\$2,865.40	Milton Sewer Rehab - RF1-160-2	55-72-430-911.00
Principal		Village Core Sewer	55-72-410-910.25
Interest		Village Core Sewer	55-72-410-911.25

\$8,761.92 Total Payment

To the Treasurer of the Town of Milton:

We hereby certify that there are sufficient vouchers supporting the amounts owed to the above mentioned vendor. Let this be your order for the payment of the amount totalling \$8,761.92 Payment for the above will be wired directly.

Dated this \_\_\_\_\_ day of July, 2015.

\_\_\_\_\_  
Darren Adams, Chair

\_\_\_\_\_  
Stuart King, Vice-Chair

\_\_\_\_\_  
John Bartlett, Clerk

\_\_\_\_\_  
Kenneth Nolan

\_\_\_\_\_  
John Cushing



# Milton Special Selectboard Meeting Minutes

June 11, 2015 6:00 P.M.

## Town Manager's Office Conference Room

**Selectboard Members Present:** Stuart King, Vice Chair; John Bartlett, Clerk; Kenneth Nolan, Member; John Cushing, Member

**Selectboard Members Not Present:** Darren Adams, Chair

**Staff Members Present:** Paul Bohne, Interim Town Manager; Erik Wells, Human Resources Coordinator; Don Turner, Fire/Rescue Chief; Paulette LaFond, Assistant Town Treasurer; Robert Ware, Assistant to the Assessor Ben Nappi, Assistant Recreation Coordinator

**Others Present:** Courtney Lamdin, Giesla Alpert, Ethan Rogali

**I. Call to Order-** King called the meeting to order at 6:00 PM

**II. Flag Salute-** King led the salute to the flag

**III. Agenda Review-** None

**IV. Public Forum-** No one addressed the Board

King provided an overview of the day spent by the two Town Manager finalists. Each shared breakfast and dinner with groups of community members, toured Town facilities and met with staff before taking part in the public interviews during the meeting.

The Board decided additional discussion regarding interview questions was not required. Nolan moved to recess the meeting until the first scheduled interview at 6:30, second by Bartlett. **Approved unanimously.** Meeting recessed at 6:10.

**V. Interviews with the finalists for the position of Town Manager**

King called the meeting back to order at 6:30.

He and the Board welcomed Kevin Flanagan, finalist for Town Manager, to interview. Flanagan first went through presenting the scenario regarding whether to pave a road or not, and then answered questions from the Board and submitted from the public.

The Board then welcomed Donna Barlow Casey, finalist for Town Manager, to interview. She presented her response to the scenario and then addressed the same questions as they were asked of her.

**VI. Adjournment**

Cushing moved to adjourn. Second by Bartlett. **Approved unanimously.** Meeting adjourned at 8:55 PM.

49  
50  
51  
52  
53  
54  
55  
56

**Respectfully Submitted,**

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

**John Bartlett, Selectboard Clerk**

**Filed with Milton Town Clerk's Office on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_**

**ATTEST: \_\_\_\_\_ Milton Town Clerk**

DRAFT

# Milton Selectboard Meeting Minutes

July 6, 2015 6:00 P.M.

Municipal Building Community Room

**Selectboard Members Present:** Darren Adams, Chair (phone conference); Stuart King, Vice Chair (meeting director); John Bartlett, Clerk; Kenneth Nolan, Member; John Cushing, Member

**Selectboard Members Not Present:** None (Adams exit after proposed Town Manager announced)

**Staff Members Present:** Paul Bohne, Interim Town Manager; Joanne Davis, Finance Director; Amanda Pitts, Zoning Administrator, Celeste Lang, Selectboard Assistant; Don H. Turner Jr., Fire & Rescue Chief

**Others Present:** Courtney Lamdin, Milton Independent and Ec. Development Appointee; Lori Donna, Planning Commission Appointee; David Conley, Development Review Board Appointee; Lloyd Gilbert, Gordon Gilbert, Donna Barlow Casey, Town Manager Appointee; Ed Robinson; Chris Cadwell;

- I. **Call to Order** – King called meeting to order at 6:01
- II. **Flag Salute** – King led the attendees in a Salute to the Flag. Adams joined session via phone.
- III. **Agenda Review**- King asked if any opinion on adjusting agenda few contracts in executive session. Proceed to hearing and then executive session.
- IV. **Public Forum** – King asked if anyone here to speak on item not presented on agenda – none.
- V. **Public Hearing (continued) under Interim Zoning Conditional Use Application 37 Centre Drive-Gordon and Margaret Gilbert, Owners/Applicants.**

King swore in those presenting testimony at 6:04: Lloyd Gilbert, Gordon Gilbert, Amanda Pitts, Lori Donna

King summarized the applicants are requesting Interim Zoning Conditional Use approval from the Selectboard according to the effective Interim Zoning Bylaw for a proposed 5' x 60' new public warehousing (self-storage) building located at 37 Centre Drive, described as SPAN# 11286, Tax Map 27, Parcel 9-14. The property contains six existing storage buildings and a carport. The subject, property contains a total of 1.49 acres and is located within the "Downtown Business (DB1)" Zoning District.

Selectboard asks advisor opinion of interim zoning application.

Lloyd Gilbert reiterated

- Not new project but expanding existing which meets all conditions under Conditional Use and Zoning Ordinance.
- Not detrimental to traffic or pedestrian or residential.
- Request Board further consideration to have Administrative Amendment to existing site plan as opposed to hearing with Development Review Board, saves 1-2 months time.

45 King asked if any Board comments. Adams questioned response from planning commission any  
46 other background why it's not consistent other than it doesn't fit with interim zoning – no  
47 specific reason listed. Nolan stated Planning Commission stated several not consistent with  
48 town plan thus reaching conclusion. Donna indicated judgment in summary not consistent with  
49 interim plan of health, safety & welfare. Bartlett asked used for any other purpose? Fine tuning,  
50 timing prior to interim zoning taking place? L Gilbert not new. At meeting no one spoke in  
51 opposition, no one spoke in favor of interim planning. Public good. All current units full, 90%  
52 Milton residence and satisfying need in Milton, providing income. If new use and vacant land  
53 understands would prefer high-rise but this already exists.

54

55 Donna explained Planning Commission letter voted on, e-mailed and decision:

- 56 • “if it's not there, it's new, and if it's not on any other plans, it's new”.
- 57 • Expand not vision-would prohibit potential of other opportunities.
- 58 • Dis-incentive of redevelopment.

59 Bartlett questioned commercial additional tax revenue theoretical vs. practical. G Gilbert 30  
60 units behind with no storage those individuals would go out of town if no opportunity. Donna  
61 unknown redevelopment tax revenue vs. expansion and tax revenue. Question posed to  
62 planning commission. Commission request deny at this time consider part of zoning. Eye on  
63 vision – new is new. Review “expansion” vs. new which is best to utilize space to grand list value.  
64 Synergy between other business help existing businesses vs. void. Planning commission to reject  
65 at this time until meet with new planning consultant caution against use don't believe proper at  
66 this time.

67 King read Planning Commission points to have on record. Asked if any other testimony?

68 Nolan if envision end state under zoning laws and apply as existing facility under new zoning  
69 regulations would this be allowed? – Pitts nonperforming use apply to DB district considered  
70 non conformant use apply to review board for additional expansion. L Gilbert lot vacant 6-7  
71 years before built on. According to new laws no storage units in center of town.

72 Cushing interim zoning issue of we can't build and don't build because we restricted within TIF  
73 district because of zoning. Concern build TIF district - how long before something in place.  
74 Have someone ready to build. King year and half deadline. Donna confirmed 18 months goal -  
75 aggressive. Suggest direct PC to do this as priority to do caution to specific instance, as real  
76 value not set precedent. Value short-term vs long-term to give time to crucial areas of town.  
77 Bartlett more accurate representation behind space will be filled as potential uses would be  
78 helpful.

79

80 King questioned size vs. pre-existing footprint adding 2-3% per L Gilbert. Looks full. G Gilbert  
81 Plan to go north boundary 5 x 5 units, insignificant to footprint.

82 Adams other than tearing down existing storage unit would developer be able to do anything  
83 else with property other than storage units. L Gilbert - no.

84

85 King hearing no further evidence.

86

87 Motion by Bartlett to close public hearing. Adams second. No further discussion. Independent  
88 roll -**Each approved.**  
89 King closed public hearing at 6:40.

90 Bartlett made motion to approve the conditional use subject to the following conditions:

- 91 • Applicant shall receive all necessary approvals from the Development Review  
92 Board before the Administrative Officer may issue a zoning permit.
- 93 • Applicant shall obtain a zoning permit before commencing any land development  
94 on the subject property. If the following proposed condition is met, the  
95 proposed development will not result in an undue adverse effect on all other  
96 Town ordinances.
- 97 • Applicant shall receive all other applicable Town approvals and/or permits.

98  
99 Second Adams

100  
101 Further discussion. Nolan stated need to be careful of precedent, only considering  
102 approval because of existing, already there, number come forward in future and leverage  
103 against in future offerings. Bartlett agrees. Felt had to make motion in positive to give  
104 individuals opportunity to disagree. Trust anything further down pike to address must be  
105 bigger than this application.

106  
107 Independent roll – **Each Approved.**

108  
109 **VI. Announcement and contract ratification for the new Town Manager.**

110 King announced Donna Barlow Casey, in attendance, as selected candidate for Town  
111 Manager. Still in discussion with contract negotiations but once concluded, effective start is  
112 July 20th. Will be executive session later. Bohne, Interim Manager, agreed to stay through  
113 week. – Thank you. Don Turner, Rescue & Fire Chief; and Brett Van Noordt, Police Chief,  
114 both previous interim managers, will assist Erik Wells, Executive Assistant/ HR Coordinator  
115 throughout on part-time basis.

116  
117 Bartlett applauds Bohne keeping town operating and dedicating more than committed 25  
118 hours during process. Appreciate service.

119  
120 Adams expressed thanks to Bohne and congratulations to Casey stating assurance this is  
121 what town needs to move forward and looking forward to working with you.

122  
123 Adams excused self from session and terminated phone connection.

124 **VII. Appointments and reappointments to various Town Boards, Committees and Commissions.**

125 King called upon Lamdin for reappointment to Ec. Development Commission and  
126 thanking for prior service. King stress important facet of town build with commercial  
127 and economic value. Lamdin stated she has served six years and understands the  
128 dichotomy of business contacts, different type of developers and suggestions to uses.

129

130 Motion made by Bartlett to appoint Courtney Lamdin, business rep to the Economic  
131 Development Commission for a 3 year term ending in 2018. Second Cushing. **All Approved**  
132

133 Further discussion – Nolan, not related specific to Lamdin but standard question where  
134 these positions advertised? Bohne confirmed they all had been.  
135

136 Motion made by Cushing to appoint Lori Donna to the Planning Commission for a 4-year term  
137 ending in 2019. Second Barlett. **All approved.**  
138

139 Further discussion - Nolan asked where she sees future? Donna stated was hopeful  
140 board would take hard line so investors know what they are going to get when they  
141 invest in town. Important to have clear definition of town direction. Other towns beat  
142 us repeatedly to punch. Without clear direction nothing will change. Bartlett  
143 expressed not to judge rejecting commission's opinion on the first one (item V) being  
144 overturned as presented a unusual circumstance that won't set as precedent to Board  
145 decisions of Commissions opinions. Ten more hope would trust result would be  
146 different. Cushing stated Colchester -do it, Georgia -can do it but Milton can't do it.  
147 Concerned this is money, this is important. If someone really wants that lot they will  
148 tear it down, it's so small wouldn't even know it's there. Have to do something, how  
149 important this is money to town. Appreciate all hard work and support and build in 18  
150 months.

151 Donna expressed she is a "passionate community planner" and respect boards decisions  
152 but hope community has willpower to change to get investment.  
153

154 King to introduce Conley – Served seven years previously on DRB. Conley wanted to  
155 commend board for previous case (V) considering people who previously come to  
156 Milton not much of impact growth, new process, size, and current existing. King  
157 thanked for service stated he sat in previous meetings and impressed with research,  
158 comments extensive and conclusions complete. Milton has come a long way in last five  
159 years with sidewalks, restaurants, elderly places.  
160

161 Motion made by Bartlett to appoint David Conley to the Development Review Board for a 3-  
162 year term ending in 2018. Second Nolan. **All approved.**  
163

#### 164 **VIII. New Business and Department Items Paul Bohne, Interim Town Manager and staff**

165  
166 A) FY 2015 preliminary year end budget status presented by Interim Town Manager and  
167 Joanne Davis, Finance Director

168 Bohne stated General Fund would end with significant surplus. Review department  
169 budgets some not as tight as might as been but still ending with surplus for town going  
170 forward. Davis continue to work with moving parts not significantly change result.  
171 Additional revenues for water & wastewater not billed yet. Water dept. end up with a  
172 deficit due to significant costs: freeze ups, OT, and equipment charges what actual  
173 unknown accrued for billings – significant loss. Tax rate set lower than budgeted should  
174 be closer than \$219K for property taxes. Cushing confirmed previous two years board  
175 set rate lower than what he, then Treasurer, recommend.

176 King questioned if any issues with Grand List. Bohne stated legislature passed  
177 affordable housing by \$2.4 million, will see if has major impact, too early to tell. Bartlett  
178 questioned if suggest to be more conservative this year with budget.

179 Bohne said Grand list, Veterans exemptions, etc. factors in decision for impact and see  
180 school impact with information to make decision. Cushing confirmed will have Grand  
181 List first meeting in Aug. to distribute bills desire before 15<sup>th</sup>. Stated Revenues not  
182 accurate.

183  
184 Nolan questioned Select Board professional line item – audit? Bohne audit and training  
185 finance dept. Previously discussed \$260K transferred still remains in reserve funds –  
186 leaving? Yes Davis confirmed, will not continue that practice. Water dept. Revenue  
187 rates 34% below budget. Davis stated one more quarter to be billed in July but accrued  
188 in FY’15. Bartlett realize potential savings from water district – need to quantify if  
189 effective or not. Bohne said should be 10-15% discovering leaks.

190  
191 Bohne & Cushing discussed tighter budget and surplus having a rainy day fund available.

192  
193 **IX. Application of various restricted funds for related uses**

194  
195 Bohne discovered since merger Village to town, Village coffers sit on town books with  
196 restrictions. Purpose to use intended to clear off books. Capital funds to refurbish  
197 ambulance, fire & rescue. General Resolution to dissolve those funds prepared to consider.

198  
199 Motion made by Bartlett to approve expending a fund in the amount of \$5,783 restricted for  
200 “Milton Village Fire Department Equipment Fund” for a thermal imaging camera,  
201 to approve expending a fund in the amount of \$526 restricted from the Riley Fund for a  
202 thermal imaging camera, to approve expending \$1,184.27 restricted as “Reserve Rescue” for  
203 a scoop stretcher and full body splint as a result of an upcoming change to the state EMS  
204 protocols. To approve expending \$71,474.34 assigned for “Emergency Medical Services” for  
205 the ambulance conversion. Second Cushing.

206  
207 Further discussion - Bartlett scoop & stretcher – one size fits all. Turner yes. Smaller boards  
208 for children. Nolan questioned first three are reserve funds and last items capital fund from  
209 village. Discussion of where it came from.

210  
211 King suggested rescind above motion and hold discussion on the 4<sup>th</sup> item for further clarity.

212  
213 Bartlett restated above motion to include first 3 items only. Cushing second.  
214 Further discussion. Discuss source of 4<sup>th</sup> item further at next meeting. **All approved.**

215  
216 Bohne stated resolution still is OK without 4<sup>th</sup> item.

217  
218 As side Bartlett questioned matching donation funds for signage if coordinating with new  
219 signs previously approved. Turner confirmed coordinating. Unlike Police, Rescue does not  
220 stand alone.

221  
222 Turner expressed thanks for board support for 4<sup>th</sup> of July use of facility and fireworks  
223 display. All agreed huge display and great community turnout.

224  
225 **X. Removal of the Designation for the Health Insurance Stabilization Fund**

226 Bohne stated Fund started in 2012 with uncertainty to health premiums, what state was going  
227 to do, Obama Care etc. Intent of HRA funds to support employees in healthcare, if had a

228 surplus would be put into this fund. \$22K surplus first year, \$190+K surplus as of FYE '15. HRA  
229 budgeted more than needed. Trend has been stable and has not increased since '12.  
230 Recommend resolution to put reserve back in to general fund as unrestricted surplus or it will  
231 keep sitting on books. King asked Cushing's opinion agreeing with action.  
232

233 Bartlett made motion to remove the Health Insurance Stabilization Fund as a component of  
234 the designated fund balance so that it will be considered part of the Town's unassigned fund  
235 balance. Nolan second. No further discussion. **All approved.**  
236

## 237 XI. Old Business

### 238 A) Contracts between the Town of Milton and Sun Edison for installation of solar projects at 239 the Wastewater Treatment Plant property and the former Town landfill. 240

241 King asked if need Executive Session and Bohne suggested they do so.  
242

243 Bartlett move to find that premature public knowledge about Real Estate and Human  
244 Resources would cause the Town or person to suffer substantial disadvantage under the  
245 provisions of V.S.A. Title 1 Section 313. Cushing second.  
246

247 Further discussion - Nolan questioned discussion points: Town Manager contract, Sun Edison,  
248 items for litigation and personal issues. Bohne confirmed.  
249

250 **All Approved.**  
251

252 Bartlett made motion to enter into Executive Session to discuss Real Estate under the  
253 provisions of V.S.A. Title 1 Section 313a2 and to discuss Human Resources under provisions of  
254 V.S.A. Title 1 Section 313a3. Nolan second. **All Approved.**  
255

256 King invited into Executive session: Board, Interim Manager, Prospective Town Manager, and  
257 Town Attorney at 7:41PM  
258

259 Motion made by Bartlett to close Executive Session. Second Cushing. All approved. Closed  
260 executive session at 8:52PM.  
261

262 King reopen Selectboard meeting at 8:57PM. Chris Cadwell from Green Peak Solar based out of  
263 Waitsfield who arrived late for public session requested to introduce himself. Said he has been  
264 working with Ed Robinson re: solar project on his property in Milton. Contact info:  
265 [ccadwell@greenpeaksolar.com](mailto:ccadwell@greenpeaksolar.com)<<mailto:ccadwell@greenpeaksolar.com>>, 415-730-9075.  
266 Website [www.greenpeaksolar.com](http://www.greenpeaksolar.com)<<http://www.greenpeaksolar.com>>  
267  
268

269 Return to Agenda XI A

270 Motion made by Bartlett to authorizing the Town Manager or Town Attorney to execute  
271 Options to Lease portions of the Wastewater Treatment Plant and former Town landfill  
272 properties to Sun Edison for the proposed installation of solar fields at those two  
273 properties, Leases on the same two properties, the Net Metering contract and any  
274 permits necessary to carry out the project on behalf of the Town after final review of  
275 agreements is complete by Town Attorney. Second Nolan. **All approved.**  
276

277 Revisit Item VI  
278 Bartlett made motion to approve the contract for the new Town Manager, Donna  
279 Barlow Casey, effective July 20, 2015. Cushing Second.  
280  
281 Further discussion – Each board member gave comment to process and welcome Casey  
282 to new partnership with many agenda items ahead.  
283 **All approved.**

284 **XII. Reconsideration - none**

285

286 **XIII. Manager's Report**

287

288 Bohne – mention restoration project award \$50K to Town of Milton for new multi use path in  
289 Town Forest. Working on process for future searches agree to circulate among search  
290 committee.

291

292 **XIV. Potential and/or Future Agenda Items**

293

294 **XV. Minutes of the Selectboard Meeting of June 15, 2015 and of the special Selectboard meeting**  
295 **of June 23, 2015 and June 29, 2015.**

296

297 Motion by Cushing to approve said minutes. Bartlett second. **All Approved.**

298

299 **XVI. Warrant/Report # 1**

300

301 Bartlett reviewed corrected Agenda from #26 to #1 as first of FYE '16

302 A few items of mention, in random order:

303

304 - DJ Tree Service & Logging, \$10,800 - "removal of 14 high-risk trees (10 Middle Rd, 1 Maple on  
305 Everest, 1 Elm on Hardscrabble, 1 dead pine on Lake Rd)"

306

307 - NEMRC - Ed travel on May 8, 12, 21, 26, June 17, 18 - each travel charge = 2 hours x \$62.50 so  
308 total for 6 trips = \$750

309

310 Bartlett made motion to accept Warrant report #1 in the amount of \$63,161.01. Cushing  
311 second. **All approved.**

312

313 Nolan inquiry tree service being one time or multiple services. In future make sure staff  
314 understands when approval required.

315

316 **XVII. Adjournment**

317

318 Bartlett made motion to adjourn. Second by Cushing. **All approved.**

319 King adjourned meeting at 9:12PM.

320

321

322

323

324

325 These proceedings were live-streamed and filmed by LCATV and audio-recorded by the Town.

326

327 Respectfully Submitted,

328

329

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

331 John Bartlett, Selectboard Clerk

332

333 Filed with Milton Town Clerk's Office on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

334

335

336 ATTEST: \_\_\_\_\_ Milton Town Clerk

DRAFT

1 **Milton Special Selectboard Meeting Minutes**

2 **July 16, 2015 5:30 P.M.**

3 **Town Manager’s Office Conference Room**

4  
5 **Selectboard Members Present:** Stuart King, Vice Chair; John Bartlett, Clerk; Kenneth Nolan, Member;  
6 John Cushing, Member

7  
8 **Selectboard Members Not Present:** Darren Adams

9 **Staff Members Present:** None

10  
11 **Others Present:** None

12  
13 **I. Call to Order**

14 King called the meeting to order at 5:30 PM.

15  
16 **II. Agenda Review**

17 There were no changes to the agenda

18  
19 **III. Public Forum**

20 No one appeared to address the Board

21  
22 **IV. Warrant/Report # 2**

23 Cushing moved to approve Warrant Report #2 in the amount of \$26,673.98. Second by  
24 Bartlett. **Approved Unanimously.**

25  
26 **V. Adjournment**

27 Bartlett moved to adjourn at 5:32 PM. Second by Cushing. **Approved Unanimously.**

28  
29 **Respectfully Submitted,**

30  
31 **Date:** \_\_\_\_\_

32 **John Bartlett, Selectboard Clerk**

33  
34 **Filed with Milton Town Clerk’s Office on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_**

35  
36 **ATTEST:** \_\_\_\_\_ **Milton Town Clerk**