

Milton Selectboard Meeting Minutes

October 5, 2015 6:30 P.M.

Municipal Building Community Room

Selectboard Members Present: Darren Adams, Chair (via phone); Stuart King, Vice Chair (via phone); John Bartlett, Clerk (Presiding Chair); Kenneth Nolan, Member

Selectboard Members Not Present: John Cushing, Member

Staff Members Present: Donna Barlow Casey, Town Manager; Roger Hunt, Public Works Director; Erik Wells, Director Administration & Community Services; Steve Burke, Rod Moore, Fire & Rescue; Don Turner Jr., Fire & Rescue Chief

Others Present: Bryan Davis, manager of project- CCRPC; John Dempsey, Toole Design Group

- I. **Call to Order** – Bartlett called to order at 6:30 PM
- II. **Flag Salute** – Bartlett led the attendees in a Salute to the Flag.
- III. **Agenda Review**- none
- IV. **Public Forum** – none
- V. **New Business and Department Items**

A. Presentation of RR Street Alternatives – Informational

John Dempsey of Toole Design Group presented two design alternatives & estimated costs.

Alternative concepts –RR St & Intersection Barnum – connect gap, pedestrian facilities.

- East Side Alternative – 5’ sidewalk segment w/ 3’ wide buffer. Curb extension, traffic device. ADA curb ramps and beacons. Gate Arm & retro fit existing. Estimate proposal \$177,000
- West Side Alternative – 5’ sidewalk, two pedestrian railroad vehicular gate, pedestrian path behind. Curb extension curb cut. Est. proposal \$216,000

Discussion covered both options.

Adam made motion to accept East Alternative as preferred RR Street Alternative. Second King. Further discussion - Nolan clarify motion is preference only not financial commitment at this time.

Independent Roll Call. Motion passes 5-0.

B. Financing for Fire & Rescue Purchase of an Ambulance

Don Turner, Chief Fire & Rescue presented history overview of ambulance having light duty chassis with 3 yr expectancy. Study revealed medium duty truck expect 7 yrs estimate life.

Light is overloaded before putting people in back. Ambulance box will far outlast.

Proposal to purchase a new medium duty chassis and have it remounted with 2008 Box for an estimate of \$160,000 compare to new purchase of \$245-\$260,000. Bring back service

46 next spring 6-8 months. Estimate includes use of loaner ambulance in interim.
47 After discussion Turner reiterated need an ambulance and waiting 2 weeks may severely
48 throw off timetable to get back operation. \$156K in fire reserve fund. Any previously
49 earmarked funds for Air Pack can wait. Timing critical on chassis more important.

50
51 Barlow Casey, Town Manager explained Emergency Management Reserve and Fire-EMS
52 fund balance accounts history. Recommended utilizing two different sources- \$71K
53 emergency fund existing within General Fund number of years and balance in capital fund.
54 Nolan questioned previous Selectboard intent and future activity \$250K transfer into
55 reserve fund defined by KBS audit for capital reserve not necessarily Rescue later dedicated
56 as such. What do we have right to do with previous excess funds?

57
58 Board concurred ambulance purchase necessary and needs to be timely. Assured funds
59 available. Further discussion of the 71K and its history at future meeting.

60
61 Adams made motion to purchase ambulance for \$156,000 from existing fire & rescue
62 equipment reserve fund. King second. No further discussion. **Roll Call Vote, passes 5-0.**

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64 **C. Update on RT. 7 Sidewalk & Streetscape Project**

65 Erik Wells, Director – Administration & Community Services provided update since last
66 meeting from LandWorks. Proposed Schedule & Timeline & Logistics.
67 Rebrand as *“Milton 4D Project-Defining Downtown from the Diner to the Dam”* -
68 importance of community members involved and to own project. Preliminary meeting Oct.
69 14th & Sat. Oct. 24th marquee event starting in community room. Include walk portion Rt 7.
70 LandWorks to return on November 18th for additional outreach event.

71
72 Raised question of potential to discuss a possible Town Green Space at this time – defining
73 feature coincides with core project. LandWorks felt it did coincide but outside of scope of
74 Diner – Dam as separate project would be estimate of \$5,000 to incorporate.

75
76 After discussion the Board felt it was premature to have this discussion and engagement for
77 ideas regarding the Town Green concept at this time. Something to consider in the future.

78
79 Bartlett stated reminder to attract viewpoint to attract commercial as well as public
80 needs/desires.

81
82 **D. Set Date for Next Selectboard Meeting**

83 Donna Barlow Casey, Town Manger
84 Scheduled Third Mon. Oct. 19th at 6PM Nolan has conflict and will be late. King present,
85 Adams hopefully available. Check availability with John Cushing before to make sure at least
86 three present.

87 **VI. Old Business**

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A. Bond Anticipation Note – Route 7 Conceptual Design Project

Barlow Casey presented details before final quote from People’s United. \$70K rounded up per last meeting’s motion. Timing for documents about a week.

Look into state law requiring 3 people physically at table and available to sign (2 present and 2 electronically present). Acting chair signature falls as chair. Under State Statute this is OK, communicated by VLCT. Chair can sign business approved, Board vote in minutes is record on the action.

B. FY’17 Budget Timeline & Selectboard Meeting Dates – Discussion

Wells presented revised schedule for budget meeting hearings. Payroll and benefits takes up ½ general fund budget good place to start – begin with overview Nov. 2nd.

Helpful for staff to have dates ahead on meeting times for planning.

Adams proposed switching capital improvement budget which generates lots of questions for Directors. Send dept. heads away with ques. and then come back for individual department budget review. No new items to be dropped the night of review. Department Heads come prepared with brief presentation.

Finance Director needs to be present at every meeting. Jan. 18th not town holiday but will consider during calendar to move meeting to January 19th.

VI. Reconsideration - none

VII. Manager’s Report

Barlow Casey previously drilled down on a lot of issues. Primary focus now budget.

VIII. Potential and/or Future Agenda Items - none

IX. Warrant/Report # 7 & Supplemental Warrant

Bartlett present Warrant/Report #7 in the amount of \$68,784.89

Line items random order no specific reason:

\$3,507 Alert-All Corp-Fire prevention materials (MFD open house handouts)

\$850 Fred Peet, Attorney- Title search Village Cemetery Acquisition

\$3,209.25 Repair Dump truck,

\$500 Little League – annual allocation

\$6,379.93 Stizel, Page, Fletcher - legal services 9 cases.

\$4,499 The Tech Group – 3HP Probook 650 Laptops & software

Sullivan, Powers & Company \$17,400 audit and account reconciliation.

Watch Guard Video \$4800 replace police cruiser cam.

Bartlett recommend approval of orders for \$68,784.89

King made motion to approve orders as presented on Warrant Report #7 in the amount of \$68,784.89. Adams Seconded. No further discussion. **Roll call vote, passes 5-0.**

Bartlett presented one Supplemental Warrant -\$330,055.77 to US Bank for principal & interest bond payments – (municipal building, library expansion, fire station, tower truck, water improvements, water system rehab, village core sewer)

Question shows credit for interest? Follow-up with Davis if overpayment or what.

137 Bartlett moved to approve. King Seconded. No further discussion. **Roll call vote, passes 5-0.**
138 **X. Minutes of the Selectboard Meeting of September 21th, 2015.**
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140 Adams made motion to approve the minutes of the Selectboard meeting of September 21st as
141 presented. King Seconded. No further discussion. **Roll call vote, passes 5-0.**
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143 **XI. Possible/Anticipated Executive Session per V.S.A. Title 1 Section 313**

144 Nolan made motion that premature public knowledge about Real Estate, Legal & Personnel
145 matters would cause the Town or person to suffer a substantial disadvantage
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147 Adams second. **Roll call vote, passes 5-0.**
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149 Nolan made motion to move to Executive Session to discuss Real Estate, Legal & Personnel
150 matters under the provisions of Title 1 V.S.A. 313 (a) (2), 1 V.S.A. 313 (a) (1) and V.S.A. 313 (a)
151 (3) respectively.

152 King Seconded. No further discussion. **Roll call vote, passes 5-0.**
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154 Barlow Casey requested the presence of Erik Wells, Director of Administration & Community
155 Services. Approved.
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157 Move to Executive Session 8:26PM
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159 Motion made by Adams to close executive session. King Seconded. **Roll call vote, passes 5-0.**
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161 Executive Session closed at 10:10
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163 No action from executive session.
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166 **XII. Adjournment**
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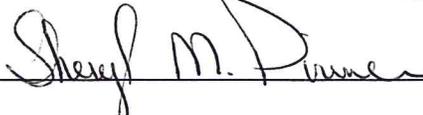
168 Adams moved to adjourn Selectboard meeting. Nolan Seconded. **Roll call vote, passes 5-0.**
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170 Bartlett adjourn at 10:13PM
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172 *These proceedings were live-streamed and filmed by LCATV and audio-recorded by the Town.*
173

174 **Respectfully Submitted,**
175 
176 **Date:** 10/19/15
177 **John Bartlett, Selectboard Clerk**
178

179 **Filed with Milton Town Clerk's Office on this** 20 **day of** Oct. 2015
180

181 **ATTEST:**  **Milton Town Clerk**
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