

# Milton Selectboard Meeting

May 2, 2016 Immediately Following Liquor Board Meeting at 6 PM

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**  
*A 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. **Declarations**
  - A. **Kids to Parks Day Saturday, May 21<sup>st</sup>**  
Consider Approval  
Kym Duchesneau, Recreation Coordinator
- VI. **Discussions**
  - A. **Water Loss Mitigation Update**  
Discussion  
Nathan Lavallee, Water/Wastewater Superintendent
  - B. **Impact Fees – Recommendations Moving Forward**  
Discussion  
Donna Barlow Casey, Town Manager  
Peter Anthony, Financial Consultant
- VII. **New Business**
  - A. **Irrevocable Offer of Dedication, Pathway Easement**  
Consider Approval  
Jacob Hemmerick, Planning Director
  - B. **Bombardier Property Financing & Extension of P & S Agreement**  
Consider Approval  
Donna Barlow Casey, Town Manager
  - C. **Finance Director Position & Wage Scale Classification**  
Consider Approval  
Donna Barlow Casey, Town Manager

- VIII. **Manager's Report**
  - **Schedule Capital Improvement Plan Discussions**
- IX. **Warrant/Report #24**
- X. **Supplemental Warrant**
- XI. **Minutes of April 18, 2016 & April 25, 2016 Meetings**
- XII. **Executive Session per V.S.A. Title 1 Section 313**
  - **Real Estate**
  - **Contract Negotiations**
- XIII. **Adjournment**

Posted April 29, 2016 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**



# Resolution

## TOWN OF MILTON

### Kids to Parks Day: Saturday, May 21, 2016

#### A Proclamation

WHEREAS, May 21<sup>st</sup>, 2016 is the sixth Kids to Parks Day organized and launched by the National Park Trust; and,

WHEREAS, Kids to Parks Day empowers kids and encourages families to get outdoors and visit America's parks; and,

WHEREAS, it is important to introduce a new generation to our nation's parks because of the decline in Park attendance over the last decades; and,

WHEREAS, we should encourage children to lead a more active lifestyle to combat the issues of childhood obesity, diabetes mellitus, hypertension and hypercholesterolemia; and,

WHEREAS, Kids to Parks Day is open to all children and adults across the country to encourage a large and diverse group of participants; and,

WHEREAS, Kids to Parks Day will broaden children's appreciation for nature and the outdoors; and,

NOW THEREFORE, we of the Town of Milton, Vermont do hereby proclaim to participate in Kids to Parks Day. We urge residents of the Town of Milton to make time May 21<sup>st</sup>, 2016 to take the children in their lives to a neighborhood, state or national park.

**Dated at Milton, Vermont this 2nd day of May, 2016**

#### MILTON SELECTBOARD

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

\_\_\_\_\_  
Ken Nolan, Vice-Chairperson

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

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

\_\_\_\_\_  
John Palasik

**Filed with the Milton Town Clerk's Office this \_\_\_\_\_ day of \_\_\_\_\_, 2016**

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

Milton Assistant Town Clerk



## PLANNING DIVISION

43 Bombardier Road  
Milton, Vermont 05468-3205  
(802) 893-1186  
[miltonvt.org/planning](http://miltonvt.org/planning)

### SELECTBOARD MEMO

**TO:** Donna Barlow Casey, Town Manager  
**COPY:** Erik Wells, Director of Administration & Community Services  
Development Review Board Members  
Planning Commissioners  
**FROM:** Jacob Hemmerick, Planning Director  
Jeffrey Castle, Town Planner  
**DATE:** April 29, 2016  
**RE:** PUD-I, Boundary Line Adjustment, and Site Plan DRB Approval  
**SUBJECT:** IRREVOCABLE OFFER OF DEDICATION  
**PURPOSE:** SELECTBOARD ACTION

### THE ISSUE

- The question before the Board is whether or not to adopt the Resolution authorizing the Town Manager to accept the Irrevocable Offer of Dedication with an Easement Deed (as Exhibit A) for a twenty-foot wide pathway easement prioritized in the *Town Plan* and dedicated as a result of a Development Review Board Planned Unit Development (PUD) Industrial Subdivision, Boundary Line Adjustment & Site Plan approval at 78 Precast Road & 59 Catamount Drive from Camp Holdings, LLC, Owner/Applicant and Bellavance Properties, LLC, Owner.

### AUTHORITY

- The Planning Act enables and Milton's Subdivision Regulations, Zoning Regulations, and Public Works Specifications have provisions for dedications.
- Pursuant to 24 VSA 4431, the Selectboard may accept development rights. Section 4431 states:  
*A municipality may develop a program for purchase or acceptance of development rights and stewardship of those rights for the purposes set forth in section 4302 of this title and in conformance with the plan.*
- Pursuant to Subdivision Regulations Section 960, the Selectboard may accept by formal Resolution the dedication of an easement. Section 960 states:  
*Final approval by the DRB shall not be deemed to constitute or be evidence of an acceptance by the Town of any street, easement, utility, park, recreational area or open space shown on the final plat. Such acceptance may only be accomplished by formal resolution of the Legislative Body.*

### BACKGROUND

- On May 14, 2015, the Development Review Board issued a Boundary Line Adjustment and Final Subdivision and Site Plan Decision for an Industrial Planned Unit Development for the site described below.

*Lot 1 is shown on Milton's Tax Map 3 as parcel 20-1 with a corresponding School Parcel Account Number (SPAN) of 10583. Lots 2 and 3 are shown on Milton's Tax Map 3 as Parcel 20 with a corresponding SPAN of 10582. The three aforementioned lots are associated with 78 Precast Road and the PUD. Lot 22 is shown on Milton's Tax Map 3 as Parcel 8-22 with a corresponding SPAN of 10664. Lot 22 is addressed as 59 Catamount Drive and associated only with the Boundary Line Adjustment.*

Planning Division Memo for Selectboard Agenda Item  
**IRREVOCABLE OFFER OF DEDICATION RESULTING FROM PUD/SUBDIVISION**

- In its Decision of June 11, 2015, the Development Review Board included conditions (agreed to by the Applicant) dedicating a recreational pathway easement prioritized by the Town. The conditions state:

*Easement Dedication: The Final Survey Plats shall show a pathway easement twenty (20) feet in width (per SR810) along the westernmost corner of the proposed Lot 2 (adjacent to I-89) to be dedicated to the Town of Milton. It shall be the obligation of the Town to fence the pathway upon pathway construction (to prevent public access to the private facilities). Final approval by the DRB shall not be deemed to constitute or be evidence of an acceptance by the Town of the easement shown on the final plat. Such acceptance may only be accomplished by formal resolution of the Legislative Body (Selectboard). [SR960]*

*Legal Documents: The Applicant shall submit all deeds and any other associated legal instruments for all impacted lots for review and approval by the Town Attorney. All requested revisions must be complete before the Plat may be recorded. Only instruments approved by the Town may be recorded in the Town of Milton Land Records. Additionally, the Boundary Line Adjustment Survey Plat and PUD Subdivision Plat shall be accompanied by a certificate of title showing the ownership of the easement to be dedicated to the Town. The draft deed conveying the easement to the Town shall also accompany the final application. Additionally, a draft of all restrictions of all types which will run with the land and become covenants shall be filed with the final Plat and Plans.*

- The Irrevocable Offer of Dedication before the Board was provided to staff by the Applicant, and vetted by the Town's Attorney David Rugh (who specializes in real estate). The easement is shown on the recorded plat resulting from the Decision.
- The grounds for this dedication are specifically rooted in the Subdivision Regulations & Town Plan.
  - Subdivision Regulations Section 710 states:

*The DRB, pursuant to 24 V.S.A. #4417 (as amended from time to time), may require as a condition to subdivision approval, the dedication of land or the payment of a fee in lieu of land thereof for public recreation and school purposes.*
  - Subdivision Regulations Section 810 states:

*The DRB may require, in order to facilitate pedestrian access from the roads to schools, parks, playgrounds, or other nearby roads, perpetual unobstructed easements at least twenty (20) feet in width. Easements shall be indicated on the plat.*
  - Subdivision Regulations Section 700.3 prioritizes proposals that include "sufficient open space for recreation."
  - Subdivision Regulation Sections 700.9 prioritizes proposals that "contain adequate provision for pedestrian traffic in terms of safety, convenience, access to points of destination and attractiveness."
  - Multi-use path are prioritized in several goals of the Town Plan (see below) as well as Map 11 of the Comprehensive Plan. This map shows the proposed recreational pathway (#6), connecting West Milton Road to Catamount Industrial Park's Gonyeau Road along I-89. Map 11 was included in the 2013 adoption of the Comprehensive Plan as the result of a decade-long Planning effort by the Town aimed toward establishing right-of-ways for recreational paths.
    - In 2001 the Long Range Access and Mobility Committee first recognized a need for bike and recreation paths.
    - And in 2002, The Alternative Transportation Plan appears to be the first instance where a shared use path -- specifically prioritizing a connection between the Town Core and Colchester -- was recommended.
    - The recreation pathway initiative seemed to gained momentum in earnest in 2007, when the Milton Planning Commission hosted a public input session where they learned a majority of the people were interested in a bike path.

Planning Division Memo for Selectboard Agenda Item  
**IRREVOCABLE OFFER OF DEDICATION RESULTING FROM PUD/SUBDIVISION**

- The same year (2007) a town-wide survey conducted for the Milton Recreation 20-year Recreation Master Plan found that the highest prioritized new facility were pedestrian/bicycle paths.
- As a result, the Selectboard created the Ad Hoc Recreation Pathways Committee in 2007 to advise the Board on potential recreational pathway locations.
- After two years of study, the Committee released the *Ad Hoc Recreation Pathways Committee Evaluation Report* in 2009, describing the process through which the Committee arrived at a prioritized list of pathways, featuring a list of nineteen (19) conceptual pathways.
- In 2013, the Comprehensive Plan was amended to add several goals related to recreational pathways, and included half of the Ad Hoc Committee's 19 proposed pathways on Map 11.
- With priority pathways identified in the Comprehensive Plan, the Selectboard retired the Recreation Pathways Committee in July 2013 and (in its motion) requested that the Town's planning boards and commissions continue the work.
- Comprehensive Plan identification also provided a rational basis for the DRB to proceed.

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## **FUNDING**

### **General Fund Budget**

- The only expense to be incurred by the Town to accept the IOD and Warrantee Deed is the cost of recording the instruments in the land records, \$10 per page. This would be funded by the Planning Department's recording line.

### **Capital Improvement Plan**

- Neither acquisition of right-of-way nor pathway development is identified in the Capital Improvement Plan at this early stage.

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## **CONNECTION TO ADOPTED GOALS**

- The Chittenden County Metropolitan Planning Organization's [Regional Active Transportation Plan of 2008](#) Maps 4.1-B (p.105 of PDF) shows the subject trail as a recommended shared-use facility.
- The Town of Milton Comprehensive Plan goals addressing this include:
  - **Goal 4.4.2.** Promote public awareness of the benefits of multi-use pathways.
  - **Goal 4.4.0** Seek to include the highest prioritized pathways within the Capital Improvement Plan.
  - **Goal 4.4.4.** Encourage multi-modal pathways connections that complement existing and planned sidewalk locations.
  - **Goal 4.4.5.** Encourage the connection of local pathways to regional pathway networks.
  - **Goal 5.2.2.** The Town should seek and pursue funding opportunities for implementing a network of multi-use pathways in Town and continue to add to its sidewalk network, which would encourage residents to use alternative modes of transportation.
  - **Goal 5.2.3.** In conjunction with the Town's land use policies, the Town shall continue to support the development of sidewalks and multi-use pathways in Town, by both constructing them as part of the Town's Capital Improvement Plan and by requiring developers to construct them in association with new development projects. [emphasis added].

Planning Division Memo for Selectboard Agenda Item  
**IRREVOCABLE OFFER OF DEDICATION RESULTING FROM PUD/SUBDIVISION**

- **Goal 7.6.** Pursue multi-use recreation paths [as a transportation goal] in Milton.
- Finally, the subject property is located in the Catamount Planning Area. The Comprehensive Plan has specific goals for this area and states, "This area is close to the Vermont Agency of Transportation maintenance facility and the Colchester Park and Ride; therefore it would be useful to establish a bike/multi-use path within this area"; and " Goal 9.7.3 Enhance multi-modal transportation opportunities".

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## **STAFF ANALYSIS**

### **Legislative Impact**

- If the Selectboard were to authorize acceptance of the IOD with Easement Deed (as Exhibit A), it would be the first link of Trail #6 shown on Map 11 of the *Comprehensive Plan*. The proposed trail crosses 10 parcels, making this one of the most feasible pathways to establish. Staff estimates that -- with robust development in the I-2 and R3 Zoning Districts along with consistent support by decision-makers -- a connected right of way between Gonyeau Rd. and W. Milton Rd. could be possible within a decade.

### **Community Impact**

- Acceptance of this offer would be a concrete step towards the creation of a new transportation and recreation amenity prioritized by the Town. This amenity would create a safe commuting and recreational corridor between the Town Core, Catamount Industrial Park, Colchester Park & Ride, and the [Champlain Scenic Byway](#).
- Finally, a pathway visible from I-89 provides natural public safety surveillance and would showcase an amenity appealing to potential residents and employers seeking to be in a location that offers recreational amenities valued by active people.

### **Fiscal Impact**

- Of the trails identified in the *Plan*, this trail seems to be one of the most feasible and functionally useful at a regional scale, making it likely to garner future state funding.
- Development and maintenance of a pathway, like any publicly travelled way, incurs costs.
- If the town were able to obtain a connected right-of-way, it would next have to consider Capital Improvement Plan project identification, project scoping, and maintenance cost analysis as a next step.

### **Administrative Impact**

- Accepting this IOD would have minimal staffing impact.

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## **IMPLEMENTATION**

If authorized for acceptance, the Manger could sign the IOD and staff would record this in the land records.

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## **ATTACHMENTS**

1. Resolution
2. Irrevocable Offer of Dedication
3. Survey Plat
4. Map 11 of the Comprehensive Plan



**SELECTBOARD**

**RESOLUTION**

**IRREVOCABLE OFFER OF DEDICATION FOR EASEMENT**

*RE: Development Review Board Planned Unit Development (PUD) Industrial Subdivision, Boundary Line Adjustment & Site Plan approval at 78 Precast Road & 59 Catamount Drive from Camp Holdings, LLC, Owner/Applicant and Bellavance Properties, LLC, Owner*

**WHEREAS**, in its Decision of June 11, 2015 for the project referenced above, the Development Review Board included a condition (agreed to by the applicant) dedicating an easement for a recreational pathway prioritized by the Town's Plan;

**WHEREAS**, pursuant to 24 VSA 4431, the Selectboard may accept development rights;

**WHEREAS**, pursuant to Subdivision Regulations Section 960, final approval by the DRB shall not be deemed to constitute or be evidence of an acceptance by the Town of any street, easement, utility, park, recreational area or open space shown on the final plat, such acceptance may only be accomplished by formal resolution of the Legislative Body;

**WHEREAS**, the Irrevocable Offer of Dedication before the Board was provided by the Applicant and vetted by the Town's Attorney for Selectboard consideration.

**THEREFORE, BE IT RESOLVED** by the Town of Milton Selectboard, by authority granted in the Planning Act and Town of Milton Subdivision Regulations , to adopt this Resolution authorizing the Town Manager to execute the Irrevocable Offer of Dedication as presented.

**Dated at Milton, Vermont this \_\_\_\_\_ day of \_\_\_\_\_, 2016**

**SELECTBOARD**

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

\_\_\_\_\_  
Kenneth Nolan, Vice Chair

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

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

\_\_\_\_\_  
John Palasik

**Filed with the Milton Town Clerk's Office this \_\_\_\_\_ day of \_\_\_\_\_, 2016**

**Signed: \_\_\_\_\_**

## IRREVOCABLE OFFER OF DEDICATION

Agreement made this 17th day of March, 2016, by and between Camp Holdings, LLC, a Vermont corporation with a principal place of business in Milton, County of Chittenden, and State of Vermont (the "Owner") and the Town of Milton, a Vermont municipality located in the County of Chittenden and State of Vermont (the "Town").

### WITNESSETH

WHEREAS, the Milton Development Review Board, by decision dated June 11, 2015, approved both a Boundary Line Adjustment Between Camp Holdings, LLC and Bellavance Properties, LLC of 1.37 acres at the rear of property at 78 Precast Road, as shown and depicted on a plan entitled "Boundary Line Adjustment, Land of Camp Holdings, LLC & Bellavance Properties, LLC in Milton, Vermont", prepared by Dubois & King, Inc., dated 2015 and recorded in Map Slide 470C of the Town of Milton Land Records (the "BLA Plan"), and the creation of a planned unit development on the lands of the Owner as shown and depicted on a plan entitled "Planned Unit Development Plat, Land of Camp Holdings, LLC in Milton, Vermont", prepared by Dubois & King, Inc., dated 2015 and recorded in Map Slide 470C of the Town of Milton Land Records (the "PUD Plan"); and

WHEREAS, the terms and conditions of the final approval of the Development Review Board obligates Owner to dedicate to the Town a certain recreation path easement as shown on said PUD Plan; and

WHEREAS, the above-described easement is to be dedicated to the Town free and clear of all encumbrances pursuant to the final approval of said PUD Plan; and

WHEREAS, the Owner will deliver warranty deeds of conveyance to the Town for the easements above described.

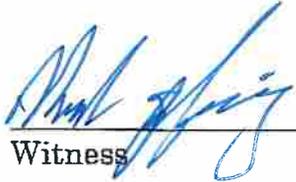
NOW THEREFORE, in consideration of the Milton Development Review Board's final approval, in further consideration of the sum of Ten Dollars paid by the Town to the Owner, and for other good and valuable consideration, Owner hereby grants and conveys to the Town the following:

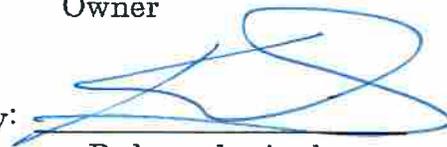
1. The Owner herewith delivers to the Town a Warranty Deed, an unexecuted copy of which is set forth as Exhibit A, attached hereto, said delivery being a formal Offer of Dedication to the Town, to be held by the Town until the acceptance or rejection of such Offer of Dedication by the Town.
2. The Owner agrees that said formal Offer of Dedication is irrevocable and can be accepted by the Town at any time in its entirety or as to any individual conveyance.
3. This Irrevocable Offer of Dedication shall run with the land and be binding upon the Owner and its successors and assigns.

IN WITNESS WHEREOF, the Owner hereby executes this Offer as of the day first above written.

IN PRESENCE OF:

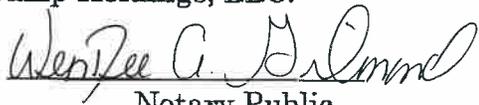
Camp Holdings, LLC  
Owner

  
\_\_\_\_\_  
Witness

By:   
\_\_\_\_\_  
Duly authorized agent

STATE OF VERMONT  
COUNTY OF CHITTENDEN, SS.

At Milton, in said County and State, this 17th day of March, 2016, personally appeared Kevin Camp, duly authorized member and agent of Camp Holdings, LLC., and acknowledged this instrument, by him signed, to be his free act and deed, and the free act and deed of Camp Holdings, LLC.

Before me,   
\_\_\_\_\_  
Notary Public  
My Commission expires: 2/10/19

TOWN OF MILTON

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Donna Barlow Casey,  
Town Manager and Duly Authorized  
Agent

STATE OF VERMONT  
COUNTY OF CHITTENDEN, SS.

At Milton, in said County and State, this 17th day of March, 2016, personally appeared Donna Barlow Casey, Town Manager and the duly authorized agent of the Town of Milton, and she acknowledged this instrument, by her signed, to be her free act and deed, and the free act and deed of the Town of Milton.

Before me, \_\_\_\_\_  
\_\_\_\_\_  
Notary Public  
My Commission expires: 2/10/19

## RECREATION PATH EASEMENT DEED

KNOW ALL PERSONS BY THESE PRESENTS, that **Camp Holdings, LLC**, of Milton, County of Chittenden, and State of Vermont, Grantor, in consideration of Ten Dollars, and other valuable consideration, the receipt and satisfaction of which are hereby acknowledged, to it paid by the **Town of Milton**, a Vermont municipality located in Chittenden County and State of Vermont, Grantee, hereby **GIVES, GRANTS, SELLS, CONVEYS** and **CONFIRMS** unto the said Grantee, **Town of Milton**, and its successors and assigns forever, a perpetual easement and right-of-way for the purpose of constructing and maintaining a recreational pathway for public use over, on and through a strip of land in the Town of Milton, County of Chittenden and State of Vermont, and more particularly described as follows:

Being a twenty-foot (20') wide easement and right-of-way for a recreational pathway for public use depicted as "20' Easement To Town Of Milton For Future Recreation Path" on a plan entitled "Planned Unit Development Plat, Land of Camp Holdings, LLC in Milton, Vermont", prepared by Dubois & King, Inc., dated 2015 and recorded in Map Slide \_\_\_\_, Page \_\_\_\_ of the Town of Milton Land Records.

Said easement and right-of-way shall be used by the public as a recreational and bicycle pathway subject to the condition that no motorized traffic, including, but not limited to, motorcycles, trail bikes and snowmobiles, shall be allowed to use the pathway, except for reasonable use by motorized vehicles used by the Grantee, or its agents, for the purpose of maintaining or patrolling the pathway.

Grantee, its successors and assigns, shall have the right to construct, reconstruct, repair, maintain, replace, patrol, level, fill, drain and pave said recreational pathway, including all necessary bridges, culverts, cuts and ramps, at its sole cost and expense.

Grantee, its successors and assigns, shall construct, reconstruct, repair, maintain and replace a fence to separate the path from the manufacturing site to prevent trespass to the site at its sole cost and expense.

Grantee further agrees, for itself and its successors and assigns, that any premises affected by its entry pursuant to this easement and temporary construction easement shall be restored as near as reasonably practicable to their condition prior to such entry at its own cost and within a reasonable time.

Grantee agrees, for itself and its successors and assigns that it will indemnify and hold the Grantor harmless, to the full limits of liability insurance that it customarily maintains, for any injury or damage resulting from the public use of said right-of-way not attributable to acts of the Grantor. Grantee, by the recording of this easement, acknowledges that it has been donated to the Town of Milton, at no cost to the Town of Milton, with the intent that Grantor shall receive the full benefit and protection of 19 V.S.A. Section 2309.

For purposes of construction a temporary easement and right-of-way five feet on each side of said permanent easement and right-of-way is hereby granted, together with the right to enter onto the other lands of Grantor proximate to the easement area. Said temporary easement and right-of-way shall expire once construction of the recreation pathway is completed and the same is open and available to the public.

The within Grantor, its successors and assigns, shall have the right to make use of the surface of the right-of-way and easement such as shall not be inconsistent with the use of said right-of-way for its intended purposes until such time as the Grantee constructs the recreation pathway, but Grantor, its successors and assign shall specifically place no structures, landscaping or other improvements within said easement and right-of-way which shall prevent or interfere with the within Grantee's ability to use said easement and right-of-way. Grantee acknowledges that the construction and maintenance of improvements necessary to provide access to Grantor's property shall not be inconsistent with the use of this easement by the Grantee.

Being a portion of the lands and premises conveyed to the within Grantor by Warranty Deed of Bellavance Properties, LLC, dated \_\_\_\_\_, and recorded in Volume \_\_\_, Page \_\_\_\_ of the Town of Milton Land Records.

Reference is hereby made to the above-mentioned deeds, instruments, plans and the Plan and the records thereof, and the references therein made all in further aid of this description.

**TO HAVE AND TO HOLD** the above granted rights and privileges in, upon

and over said premises unto Grantee, **Town of Milton**, its successors and assigns forever; and Grantor, **Camp Holdings, LLC**, does for itself and its successors and assigns, covenant with Grantee and its successors and assigns, that Grantor is lawfully seized in fee simple of the aforesaid premises, that they are free from all encumbrances, that the Grantor has good right and title to sell and convey the same as aforesaid and that Grantor, and its successors and assigns shall **WARRANT** and **DEFEND** the same to Grantee and its successors and assigns forever against the lawful claims and demands of all persons.

IN WITNESS WHEREOF, **Camp Holdings, LLC** \_ hereunto set his hand and seal this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

IN PRESENCE OF:

Camp Holdings, LLC.

\_\_\_\_\_  
Witness

By: \_\_\_\_\_  
Duly authorized agent

STATE OF VERMONT  
COUNTY OF CHITTENDEN, SS.

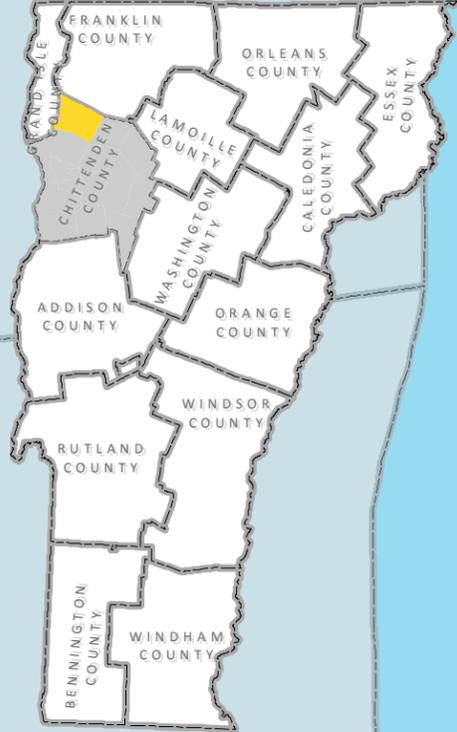
At Milton, Vermont, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, personally appeared Kevin Camp, duly authorized agent of **Camp Holdings, LLC**, and he acknowledged this instrument by him sealed and subscribed, to be his free act and deed and the free act and deed of **Camp Holdings, LLC**.

Before me, \_\_\_\_\_

Notary Public

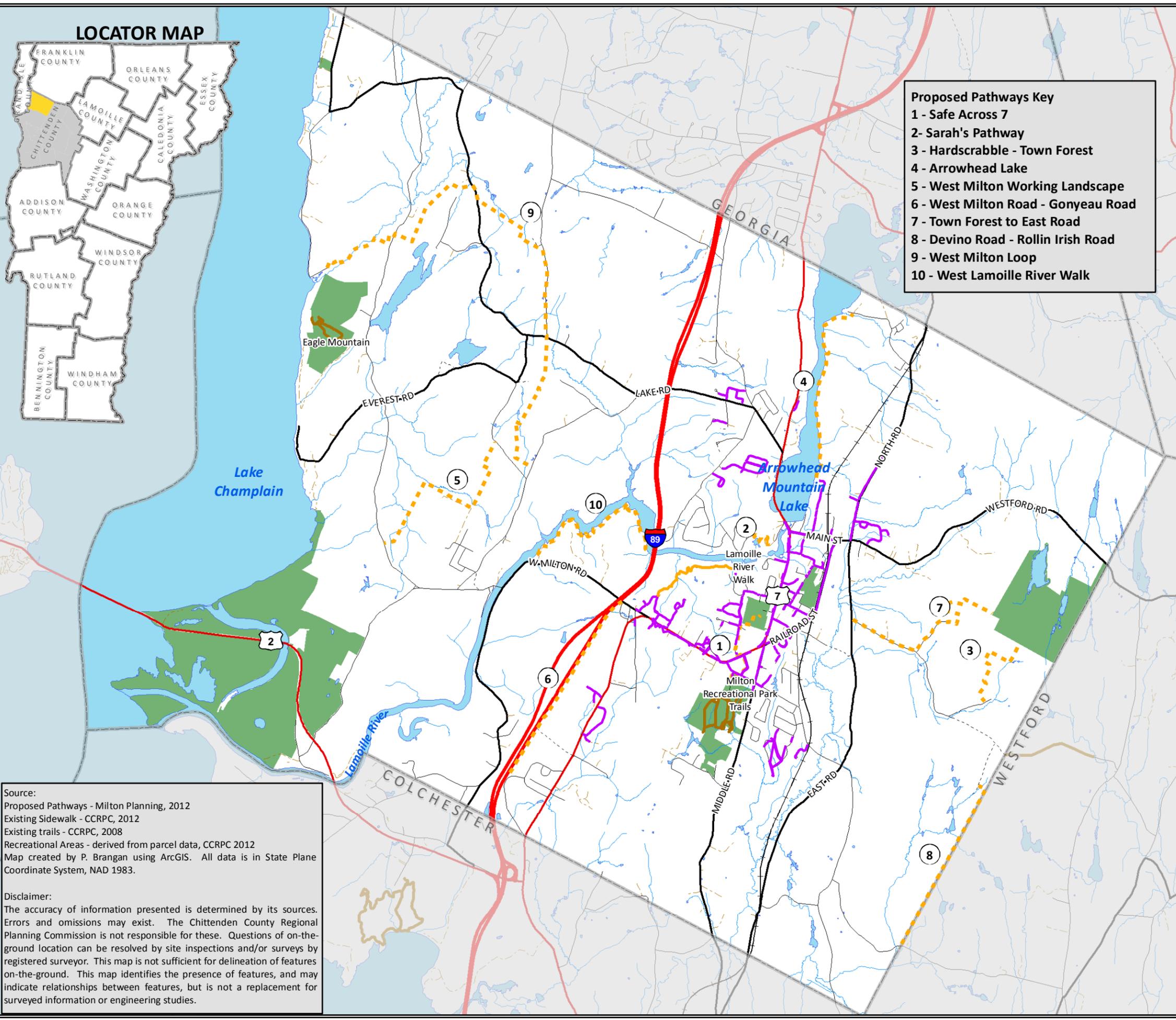
My Commission expires:

**LOCATOR MAP**



Source:  
 Proposed Pathways - Milton Planning, 2012  
 Existing Sidewalk - CCRPC, 2012  
 Existing trails - CCRPC, 2008  
 Recreational Areas - derived from parcel data, CCRPC 2012  
 Map created by P. Brangan using ArcGIS. All data is in State Plane Coordinate System, NAD 1983.

Disclaimer:  
 The accuracy of information presented is determined by its sources. Errors and omissions may exist. The Chittenden County Regional Planning Commission is not responsible for these. Questions of on-the-ground location can be resolved by site inspections and/or surveys by registered surveyor. This map is not sufficient for delineation of features on-the-ground. This map identifies the presence of features, and may indicate relationships between features, but is not a replacement for surveyed information or engineering studies.



- Proposed Pathways Key**
- 1 - Safe Across 7
  - 2 - Sarah's Pathway
  - 3 - Hardscrabble - Town Forest
  - 4 - Arrowhead Lake
  - 5 - West Milton Working Landscape
  - 6 - West Milton Road - Gonyeau Road
  - 7 - Town Forest to East Road
  - 8 - Devino Road - Rollin Irish Road
  - 9 - West Milton Loop
  - 10 - West Lamoille River Walk

# Map 11: Pathways

## Milton, Vermont

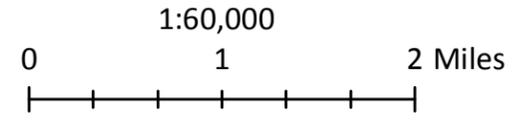
### 2013 Comprehensive Plan

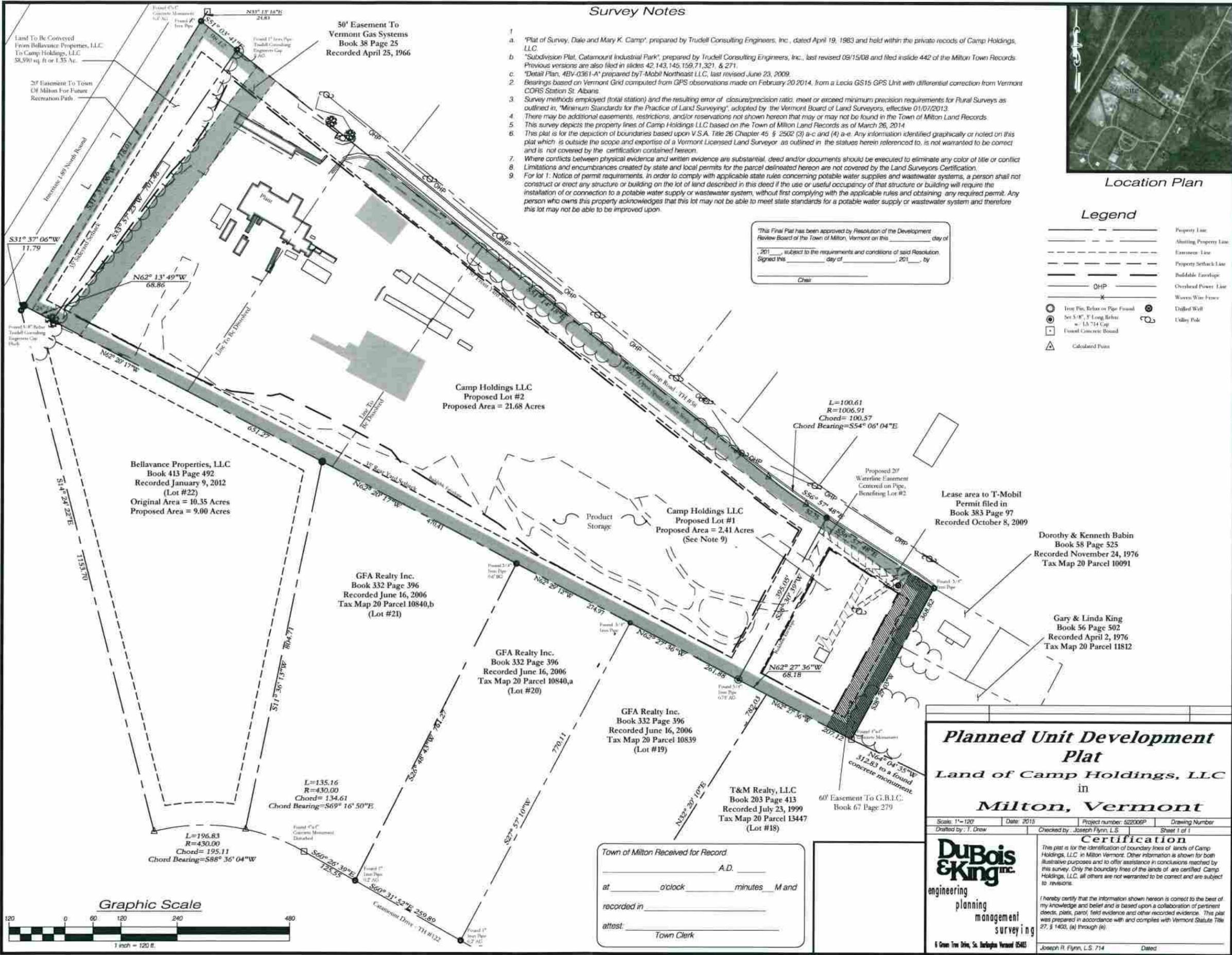
#### Legend

- Proposed Pathway\*
  - Existing Pathway
  - Existing Trail
  - Existing Sidewalk
- Road Centerline**
- Interstate Highway
  - US/State Highway
  - Town Highway Class 2
  - Town Highway Class 3
  - Town Highway Class 4
  - Private/Unknown
  - Railroad
  - Stream Centerline
  - Water Body
  - Town/State Recreational Area



**\*Note: All proposed pathway locations are conceptual and subject to change. This map does not constitute an Official Map.**





**Survey Notes**

1. 'Plat of Survey, Dale and Mary K. Camp', prepared by Trudell Consulting Engineers, Inc., dated April 19, 1983 and held within the private records of Camp Holdings, LLC.
2. 'Subdivision Plat, Catamount Industrial Park', prepared by Trudell Consulting Engineers, Inc., last revised 09/15/08 and filed inside 442 of the Milton Town Records. Previous versions are also filed in sildes 42, 143, 145, 159, 71, 321, & 271.
3. 'Detail Plan, 4BY-0361-A' prepared by T-Mobile Northeast LLC, last revised June 23, 2009.
4. Bearings based on Vermont Grid computed from GPS observations made on February 20 2014, from a Leica GS15 GPS Unit with differential correction from Vermont CORS Station St. Albans.
5. Survey methods employed (total station) and the resulting error of closure/precision ratio, meet or exceed minimum precision requirements for Rural Surveys as outlined in, 'Minimum Standards for the Practice of Land Surveying', adopted by the Vermont Board of Land Surveyors, effective 01/07/2013.
6. There may be additional easements, restrictions, and/or reservations not shown hereon that may or may not be found in the Town of Milton Land Records.
7. This survey depicts the property lines of Camp Holdings LLC based on the Town of Milton Land Records as of March 26, 2014.
8. This plat is for the depiction of boundaries based upon V.S.A. Title 26 Chapter 45, § 2502 (3) a-c and (4) a-e. Any information identified graphically or noted on this plat which is outside the scope and expertise of a Vermont Licensed Land Surveyor as outlined in the statutes herein referenced to, is not warranted to be correct and is not covered by the certification contained hereon.
9. Where conflicts between physical evidence and written evidence are substantial, deed and/or documents should be executed to eliminate any color of title or conflict.
10. Limitations and encumbrances created by state and local permits for the parcel delineated hereon are not covered by the Land Surveyors Certification.
11. For lot 1: Notice of permit requirements, in order to comply with applicable state rules concerning potable water supplies and wastewater systems, a person shall not construct or erect any structure or building on the lot described in this deed if the use or useful occupancy of that structure or building will require the installation of or connection to a potable water supply or wastewater system, without first complying with the applicable rules and obtaining any required permit. Any person who owns this property acknowledges that this lot may not be able to meet state standards for a potable water supply or wastewater system and therefore this lot may not be able to be improved upon.

This Final Plat has been approved by Resolution of the Development Review Board of the Town of Milton, Vermont on this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_, subject to the requirements and conditions of said Resolution. Signed this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_, by \_\_\_\_\_  
Chair



**Location Plan**

**Legend**

- Property Line
- Abutting Property Line
- Easement Line
- Property Setback Line
- Buildable Envelope
- Overhead Power Line
- Warren Wire Fence
- Dotted Well
- Utility Pole
- Iron Pin, Brass or Pipe Found
- Set 5/8", 3" Long Rebar w/ 1/2" 7/8 Cap
- Found Concrete Bound
- Calculated Point

Joseph R. Flynn, L.S. 714, I certify that this plat is an original ink on mylar drawing.

**Graphic Scale**



Final Plans  
Date: 1/29/2016  
Initials: JCF

RECEIVED

JAN 27 2016

Planning & Economic Development  
Milton, Vermont

**Planned Unit Development  
Plat**  
Land of Camp Holdings, LLC  
in  
Milton, Vermont

Scale: 1"=120' Date: 2015 Project number: 522900P Drawing Number: \_\_\_\_\_  
Drafted by: J. Drew Checked by: Joseph Flynn, L.S. Sheet 1 of 1



**Certification**

This plat is for the identification of boundary lines of lands of Camp Holdings, LLC in Milton Vermont. Other information is shown for both illustrative purposes and to offer assistance in conclusions reached by this survey. Only the boundary lines of the lands of are certified. Camp Holdings, LLC, all others are not warranted to be correct and are subject to revisions.

I hereby certify that the information shown hereon is correct to the best of my knowledge and belief and is based upon a collaboration of pertinent deeds, plats, prior field evidence and other recorded evidence. This plat was prepared in accordance with and complies with Vermont Statute Title 27, § 1403, (a) through (e).

Joseph R. Flynn, L.S. 714 Dated \_\_\_\_\_

Town of Milton Received for Record \_\_\_\_\_ A.D. \_\_\_\_\_  
at \_\_\_\_\_ o'clock \_\_\_\_\_ minutes \_\_\_\_\_ M and \_\_\_\_\_  
recorded in \_\_\_\_\_  
attest: \_\_\_\_\_  
Town Clerk



# TOWN OF MILTON, VERMONT

Donna Barlow Casey, Town Manager • 43 Bombardier Road, Milton, VT 05468-3205  
dbarlowcasey@town.milton.vt.us • Telephone 802-893-6655 • Fax: 802-893-1005

## MEMORANDUM

**DATE:** 4/29/2016

**TO:** Selectboard

**FROM:** Donna Barlow Casey

**RE:** Financing for the Bombardier Property

John Gifford requested quotes for loans from Key Bank, Merchants Bank and People's United Bank in order to finance the Bombardier property purchase.

- Key Bank declined to provide a quote.
- People's Bank would not give us a bid for long term borrowing without certification from Paul Giuliani that we had published our intent to sell bonds in a specific manner. We have not done that so they would not bid on the long term note. They did however offer a one year Bond Anticipation Note. The specifics are: \$390,000 @ **1.35%**, Issue date May 20, 2016 or before, ONE YEAR TERM, Interest to be paid at maturity, NO pre-payment penalty.
- Merchant's offered long term notes: The principal amount being \$390,000. There is no pre-payment penalty

Term	Interest Rate	Annual Payment Amounts*
5 year	1.75%	\$78,000.00
7 year	1.91%	\$55,714.29
10 year	2.20%	\$39,000.00
15 year term	2.57%	\$26,000.00

\*Without interest

**Recommendation:** Proceeding with the one year People's United BAN offers the Town the flexibility to incorporate the Bombardier property purchase into any other borrowing we may do in the near future. This seems a good option, while we explore final decisions on the Route 7 M4-D project and clarify details on the proposed Hourglass project. Also, the rate for the BAN is good for the first year.



# Resolution

## TOWN OF MILTON

### Financing for the Bombardier Property Purchase

**WHEREAS,** The Town of Milton has received voter authority to purchase the Bombardier property located at 57 Bombardier Road, Milton, Vermont; and,

**WHEREAS,** the Town needs to secure financing in order to execute the purchase; and,

**WHEREAS,** the Town has voter authorization to incur long term debt for investment in Route 7 infrastructure and roadway modifications commonly referred to as the "Hourglass" project; and,

**WHEREAS,** the details and timeframe for all these projects overlap, but are presently incomplete; and

**WHEREAS,** it could be financially prudent to seek financing that combines more than one of these projects into a single debt; and,

**WHEREAS,** the Town has an advantageous interest rate on a one year Bond Anticipation Note that would afford the opportunity to postpone long term funding of the Bombardier property into a timeframe in which critical decisions on the other projects are likely to be made;

**THEREFORE, BE IT RESOLVED,** the Selectboard authorizes the Town Manager to execute a Bond Anticipation Note through People's United Bank in order to move forward with the Bombardier property purchase.

**Dated at Milton, Vermont this \_\_\_\_\_ day of \_\_\_\_\_, 2016**

### MILTON SELECTBOARD

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

\_\_\_\_\_  
Kenneth Nolan, Vice-Chairperson

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

\_\_\_\_\_  
John Palasik

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

**Filed with the Milton Town Clerk's Office this \_\_\_\_\_ day of \_\_\_\_\_, 2016**

**Attest:** \_\_\_\_\_  
Milton Town Clerk



# Resolution

## TOWN OF MILTON

### Financing for the Bombardier Property Purchase

**WHEREAS,** The Town of Milton has received voter authority to purchase the Bombardier property located at 57 Bombardier Road, Milton, Vermont; and,

**WHEREAS,** the Town needs to secure financing in order to execute the purchase; and,

**WHEREAS,** the Town has solicited proposals for financing from three Vermont banks offering municipal financing; and,

**WHEREAS,** Merchant's bank offered the Town reasonable financing rates for terms of 5, 7, 10 and 15 years; and

**WHEREAS,** the Town wishes to take advantage of this offer;

**THEREFORE, BE IT RESOLVED,** the Selectboard authorizes the Town Manager to execute financing through Merchant's Bank for \$390,000 at \_\_\_\_\_% for a term of \_\_\_\_\_ years.

**Dated at Milton, Vermont this \_\_\_\_\_ day of \_\_\_\_\_, 2016**

### MILTON SELECTBOARD

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

\_\_\_\_\_  
Kenneth Nolan, Vice-Chairperson

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

\_\_\_\_\_  
John Palasik

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

**Filed with the Milton Town Clerk's Office this \_\_\_\_\_ day of \_\_\_\_\_, 2016**

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

Milton Town Clerk



# TOWN OF MILTON, VERMONT

Donna Barlow Casey, Town Manager • 43 Bombardier Road, Milton, VT 05468-3205  
 dbarlowcasey@town.milton.vt.us • Telephone 802-893-6655 • Fax: 802-893-1005

## MEMORANDUM

**DATE:** 4/21/2016

**TO:** Selectboard

**FROM:** Donna Barlow Casey

**RE:** Salary Adjustment for Finance Director Position

In order to establish a reasonable expectation of achieving a successful search for a new Finance Director the Town needs to establish a realistic salary range for this position. In order to assess whether our current salary range fits these goals, I've looked at our existing salary ranges for both Finance Director (\$61,722 - \$79,053) and Deputy Chief Financial Officer (\$50,297 – 64,728) positions, adjusted to reflect an increase of 3.25% for FY 2017. My rationale in examining both categories is to be prepared for the potential that we might have a motivated candidate with excellent skills who has fewer years experience than we'd prefer and no preferred, experienced applicants. In this scenario, *and only for the right candidate*, I'd want to have the option to consider hiring in at the Deputy Chief Financial Officer level and incentivizing advancement to the Director's position over a period of 2-3 years with specific benchmarks conditioned in the offer.

**As you will note, neither of the current ranges (above) reflect compensation that is likely to attract the experience or expertise we are seeking. As a result, I am seeking input from the Selectboard on establishing a new salary range and will ask that the FY 2017 budget be amended for the Finance Department in order to allow us to proceed with a hiring process.**

To help inform a decision regarding a viable hiring range, I looked at the most recently published (FY 2014) VLCT Annual Compensation Report for communities with populations close to Milton's. The spreadsheet below identifies the reported compensation and presents an adjustment (increase) to this compensation for FY 2017 – which is the timeframe for hiring.

Municipality	Population	2014 Annual Compensation	Estimated FY 17 Compensation**	Other Responsibilities/considerations
Bennington	15,555	\$ 72,800.00	\$ 80,131.00	
Brattleboro Town	11,848	\$ 76,939.00	\$ 84,686.99	Is also Treasurer
Essex Junction Village	9,498	\$ 83,554.00	\$ 91,968.14	Receives additional stipend of \$75 per week for serving as Assistant Manager
Milton	9,479	\$ 62,774.00	\$ 69,095.98	
Springfield	9,284	\$ 78,936.00	\$ 86,885.10	
Williston Town	8,962	\$ 68,806.00	\$ 75,734.96	
Shelburne	7,449	\$ 65,603.00	\$ 72,209.42	
* Source: VLCT 2014 Annual Compensation Report				
** Increase of 3.25% in each of 3 years to adjust to likely hiring year rate				

If we look at the Estimated FY 17 Compensation column, the FY 2017 range for comparable communities is projected to be \$72,200 - \$91,968. This is close to the range for Milton's Grade 22 as noted in the following chart. I suggest that we elevate the Finance Director's position to Grade 22, making it equivalent with that of the Police Chief and a Public Works Director having an engineering degree, both of which from my perspective carry a similar level of responsibilities, albeit in different disciplines.

Grade	Title	Minimum	Maximum
20	Finance Director	\$ 72,200	\$ 86,900
21	Town Engineer PT DPW Director	\$ 64,471	\$ 82,962
22	Police Chief Public Works Director/Town Engineer Town Clerk/Treasurer (w/ Finance Director Duties)	\$ 69,582	\$ 89,533

I am also recommending that the Deputy Chief Financial Officer job description be moved to Grade 19. This places that position in the same category as the Highway Superintendant and the Water/WWater Superintendant, and the Public Works Supervisor positions. The change places the Deputy Chief position at a level consistent with positions having similar responsibilities for oversight and expertise.

**TOWN OF MILTON**  
**Job Description**

Title: **Finance Director**

Date: April 29, 2016

Department: Finance

Reports to: Town Manager

FLSA Designation: Full time Exempt

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**OVERVIEW OF POSITION**

Under the general supervision of the Town Manager, the Finance Director performs highly responsible management and administrative work directing and coordinating the varied functions of the Town's Finance Department. This position interprets and administers federal, state, and local laws, regulations, and policies relevant to municipal financial management. The Director is responsible for: maintaining and improving upon the efficiency and effectiveness of all areas under his/her direction and control; performing varied and responsible duties requiring a thorough knowledge of departmental operations and the exercise of judgment and initiative in completing tasks, particularly in situations not clearly defined by precedent or established procedures. Work is reviewed through written reports, for the attainment of goals and objectives, and adherence to established policies and procedures.

**ACCOUNTABILITY**

Reports directly to and is accountable to the Town Manager.

**ESSENTIAL DUTIES & RESPONSIBILITIES**

- Initiates, plans, organizes and directs the financial management functions related to accounting systems, receipts and disbursements and related activities.
- Responsible for determining, organizing and directing the operational staff of the Finance Department.
- Responsible for establishing, monitoring and reviewing policies and procedures relating to accounting and financial management operations.
- Establishes and maintains a system of customer responsiveness in the overall delivery of financial services to customers consistent with the need to protect the Town's financial interests. Responds to public inquiries for financial information and promotes positive relations with the public, other employees, department heads, financial institutions, and governmental subdivisions.
- Coordinates the overall preparation of the town-wide operating budget and works with the Director of Administration in preparation of the capital budget; prepares and manages Department budget; provides for the monitoring of expenditures in accordance with available funds and budgetary requirements; provides for a system of encumbrance accounting.
- Responsible for the tracking, depreciation and reporting on the Town's assets and infrastructure.
- Responsible for the preparation and sale of bond issues and tax anticipation notes.
- Prepares and/or directs routine, periodic and special reports of an accounting and fiscal nature. Provides technical support to the management staff answering inquiries and providing guidance on financial matters.
- Directs the audit and approves disbursements for goods and services within the budget appropriations.

- Oversees the investment of City funds and the payment of bond obligations.
- Attends and occasionally presents at evening meetings as required.
- Prepares written and oral reports for delivery at Board of Selectmen and Budget Committee meetings, staff meetings and for the public.

#### **OTHER RESPONSIBILITIES**

- Works closely with the Town Manager on various issues and special projects and provides support in any capacity s/he may request. Periodically, the Finance Director will consult with the Town Manager concerning over-all financial administrative policy matters and related decisions, budget preparation, debt management/planning and when unusual circumstances arise. The Director's work shall be reviewed through periodic audits, conferences, reports and program results.
- It is expected that the Finance Director will make decisions independently throughout the work day relative to internal operations of the Finance Department. S/he will develop, maintain, and oversee implementation of standard operating procedures for all aspects of his/her departmental operations.
- Responsible for accurate and proper management of all the Town's financial operating records pertaining to but not limited to the General and Enterprise Funds, general ledger, special or restricted appropriations, reserves, revenues, grants and/or other operations, etc. in accordance with Generally Accepted Accounting Principles.
- Oversees the maintenance of comprehensive accounting records for the Town including cash books, general ledgers for fund accounts, journals, and records of debt; ensures compliance with municipal finance laws and practices.
- Supervises expenditures of all town funds; examines vouchers, department bills; payrolls; manages cash position of municipality. Responsible for developing and implementing Town purchasing system.
- Develops and manages financial management systems, methods and techniques for all departments; assures orderly cash flow of receipts and expenditures, including tax collection.
- Oversee production of water and sewer bills and administration of contracts and grants.
- Will reconcile and close all expense and revenue accounts on a monthly basis. Prepares monthly revenue and expenditure reports for the Town's management staff and its Treasurer.
- Maintains financial records and accounts of appropriations, expenditures, special assessments, bonds, warrants and other municipal activities and regularly measures same against annual general or enterprise fund appropriations. Will prepare quarterly financial projections of the Town's finances (all funds, expenses and revenues) through to the end of the fiscal year paying particular attention to projected overages or deficits. Such reports typically are to be made available within 10 days of the end of the quarter.

#### **SUPERVISORY RESPONSIBILITIES**

- Will be responsible for the general supervision of Departmental Staff. Carries out supervisory responsibilities in accordance with policies and applicable laws. Responsibilities include: interviewing and training employees; planning, assigning and directing work; appraising performance and recommending pay increases; implementing succession plans; addressing complaints and resolving problems; and making recommendations to the Town Manager concerning employee hiring, rewards or discipline.

## **EDUCATION & EXPERIENCE**

Bachelor's degree in Accounting, Business Administration, Public Finance or Administration or a closely related field; plus four (4) to six (6) years of progressively responsible experience in a municipal financial administrative position. A Master's degree in Business Administration, Public Administration is desirable; a C.P.A. designation is preferred.

In lieu of the above, any equivalent combination of training and experience that provides the following knowledge, abilities and skills may be considered at the discretion of the Town.

## **KNOWLEDGE, SKILLS & ABILITIES**

The Finance Director shall:

1. Possess a Bachelor's degree in Business Administration, Public Administration or closely related field and a minimum of four (4) years of municipal accounting experience.
2. Possess a minimum of two (2) years experience supervising more than one employee.
3. Have knowledge of state laws pertaining to finance, accounting, fund and/or program accounting, rules and regulations that apply to Town finances including but not limited to: budgeting; purchasing; knowledge of computers and computerized municipal or fund accounting systems; experience preparing financial analysis and reports; ability to establish and maintain effective working relationships with the public and with other government officials.
4. The ability to make mathematical calculations rapidly and accurately; to analyze cash flows and expenditures.
5. Possess strong PC skills including word processing, database management and spreadsheets.
6. Be detail oriented, quality driven and have a strong work ethic, coupled with the ability to work independently and meet deadlines.
7. Possess excellent interpersonal skills and be able to deal effectively with the public and staff.
8. Have an excellent past work history.

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle or feel; reach with hands and arms; talk or hear. The employee is occasionally required to stand and walk. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, color vision and ability to adjust focus.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderately quiet. The following physical activities represent requirements of the job: *will be completed in the final version of this job description.*



# Resolution

## TOWN OF MILTON

### Adjustment to Milton Wage and Salary Schedule

**WHEREAS**, The Town of Milton has established a new job description for the position of Finance Director; and,

**WHEREAS**, the Finance Director acts as the principle financial advisor to the Town Manager and Selectboard; and,

**WHEREAS**, this position exercises considerable judgment and discretion in formulating, managing and controlling administrative and fiscal policies including strategic planning for financial systems; and,

**WHEREAS**, the Finance Director supervises and directs the Town’s financial operations; assigns workloads and establishes work schedules, directing and supervising the duties of assigned staff; and

**WHEREAS**, the Finance Director works closely with the Town’s leadership team to develop and implement the Town’s budget, enhance programs and services and provide management analysis on a broad array of operational and capital opportunities; and,

**WHEREAS**, the Town wishes to also preserve a financial position for a Deputy Chief Financial Officer that could assist a Finance Director with various departmental responsibilities, and/or serve in lieu of the Director during leave times and potentially as an interim department head during vacancies;

**THEREFORE, BE IT RESOLVED**, the Selectboard authorizes adjustments to Milton’s Wage and Salary Schedule that results in moving the Finance Director’s classification from Grade 20 to Grade 22, and also moves the Deputy Chief Financial Officer’s position from Grade 16 to Grade 19.

**Dated at Milton, Vermont this \_\_\_\_\_ day of \_\_\_\_\_, 2016**

### MILTON SELECTBOARD

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

\_\_\_\_\_  
Kenneth Nolan, Vice-Chairperson

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

\_\_\_\_\_  
John Palasik

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

**Filed with the Milton Town Clerk’s Office this \_\_\_\_\_ day of \_\_\_\_\_, 2016**

**Attest:** \_\_\_\_\_  
Milton Town Clerk

04/28/16  
05:08 pm

TOWN OF MILTON Accounts Payable  
Warrant/Invoice Report # 24

Page 1 of 9  
clang

By due date and vendor name for check acct 1(GENERAL FUND) and due dates 05/03/16 thru 05/03/16

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
-----							
21526 AMERICAS - SOUTH BURLINGTON							
	3051059617	ice house 61.1 propane	10-30-432-623.00	PROPANE	0.00	60.85	
11600 ANTHONY, PETER D							
00008663	042016	4/4-20 Finance consult	10-10-410-330.00	OTHER PROFESSIONAL SERVIC	1,198.80	1,198.80	
17950 BCBSVT							
	021610001651	MAY HEALTH	10-10-410-210.10	GROUP HEALTH INSURANCE	0.00	1,929.08	
	021610001651	MAY HEALTH	10-10-412-210.10	GROUP HEALTH INSURANCE	0.00	3,448.04	
	021610001651	MAY HEALTH	10-10-413-210.10	GROUP HEALTH INSURANCE	0.00	3,037.92	
	021610001651	MAY HEALTH	10-20-420-210.10	GROUP HEALTH INSURANCE	0.00	12,647.88	
	021610001651	MAY HEALTH	10-20-421-210.10	GROUP HEALTH INSURANCE	0.00	711.38	
	021610001651	MAY HEALTH	10-20-422-210.10	GROUP HEALTH INSURANCE	0.00	711.38	
	021610001651	MAY HEALTH	10-30-429-210.10	GROUP HEALTH INSURANCE	0.00	1,012.64	
	021610001651	MAY HEALTH	10-30-430-210.10	GROUP HEALTH INSURANCE	0.00	4,268.28	
	021610001651	MAY HEALTH	10-30-432-210.10	GROUP HEALTH INSURANCE	0.00	253.16	
	021610001651	MAY HEALTH	10-40-441-210.00	Group Health Ins	0.00	195.63	
	021610001651	MAY HEALTH	10-50-451-210.10	GROUP HEALTH INSURANCE	0.00	1,012.64	
	021610001651	MAY HEALTH	10-50-452-210.10	Group Health Insurance	0.00	1,422.76	
	021610001651	MAY HEALTH	10-60-461-210.10	GROUP HEALTH INSURANCE	0.00	1,733.45	
	021610001651	MAY HEALTH	50-10-410-210.10	GROUP HEALTH INSURANCE	0.00	506.32	
	021610001651	MAY HEALTH	55-20-420-210.10	GROUP HEALTH INSURANCE	0.00	506.32	
					0.00	33,396.88	
-----							
19000 BOND AUTO PARTS, INC.							
00003609	171V045541	3 cs grs & hand cleaner	10-30-430-430.10	VEHICLE MAINTENANCE	161.69	161.69	
00003609	17IV045933	clearance lt enclosd trlr	10-30-430-430.10	VEHICLE MAINTENANCE	3.09	3.09	
					164.78	164.78	
-----							
19670 BRODART CO.							
00051746	432774	cd supplies	10-50-451-611.00	OFFICE SUPPLIES	580.85	580.85	
00051752	433631	filament tape bk binding	10-50-451-611.00	OFFICE SUPPLIES	124.95	124.95	
					705.80	705.80	
-----							
27806 BUSINESS CREDIT CARD SERVICES							
00008651	032316	2Orton/Comm Hrt & Soul Gd	10-10-410-611.00	OFFICE SUPPLIES	30.00	30.00	
00008667	041316	Emergency Iphone case	10-10-416-611.00	OFFICE SUPPLIES	53.49	53.49	
00012004	041516	Weebly 2 yr domain reg	10-20-422-830.00	Public Education Material	13.95	13.95	
00008666	042016	100'CAT5E cable emergency	10-10-416-611.00	OFFICE SUPPLIES	74.18	74.18	
00012004	076585281535	Weebly Pro Site wbst bldr	10-20-422-830.00	Public Education Material	186.05	144.00	
					357.67	315.62	
-----							
54050 CASELLA WASTE SYSTEMS INC							
	2516772	march rubbish recycle	10-30-432-421.00	DISPOSAL & REFUSE	0.00	500.98	
	2516772	march rubbish recycle	50-10-410-421.00	DISPOSAL & REFUSE	0.00	32.00	

04/28/16  
05:08 pm

TOWN OF MILTON Accounts Payable  
Warrant/Invoice Report # 24

Page 2 of 9  
clang

By due date and vendor name for check acct 1(GENERAL FUND) and due dates 05/03/16 thru 05/03/16

Vendor	PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
		2516772	march rubbish recycle	55-20-420-421.00	DISPOSAL & REFUSE	0.00	502.83	
						0.00	1,035.81	
22212 CENTRAL VT TROUT UNLIMITED								
	00005726	032116	7 Fly Tying Class Rec	10-50-452-831.00	REVENUE PROGRAMS	300.00	175.00	
24571 CHAMPLAIN MEDICAL ASSOC, PLLC								
	00012009	00011732-00	physicl -Brady	10-20-422-330.00	OTHER PROFESSIONAL	390.00	390.00	
	00012009	00011735-00	physical-Wheeler	10-20-422-330.00	OTHER PROFESSIONAL	385.00	385.00	
	00012009	00011736-00	physical - Cain	10-20-422-330.00	OTHER PROFESSIONAL	245.00	245.00	
	00012009	00011737-0	Cain physical cont.	10-20-422-330.00	OTHER PROFESSIONAL	75.00	75.00	
						1,095.00	1,095.00	
25190 CHAMPLAIN WATER DISTRICT								
	00001748	5532	monitor panel wtr trtmnt	50-10-410-340.00	TECHNICAL SERVICES	1,100.00	1,026.01	
25194 CHARLEBOIS TRUCK PARTS, INC								
	00001760	1261030046	seal sptage pump trtmnt	55-20-420-430.15	EQUIPMENT REPAIR & MAINT.	60.28	60.28	
27380 COMCAST								
		43126MAY16	May internet	10-50-451-530.20	COMMUNICATIONS-OTHER	0.00	20.00	
27785 CONWAY OFFICE SOLUTIONS								
	00051757	IN276979	4/14-5/14 prntr + ovrage	10-50-451-550.00	PRINTING AND BINDING	86.30	86.30	
28275 CURTISS, MARK & JOYE								
		042516	cemetery plot rfnd rng 64	60-00-000-302.10	Transfer In Village Cemet	0.00	600.00	
28543 CYR LUMBER								
	00009329	033116	new deck equip trailer	10-30-432-430.10	REPAIR & MAINT-EQUIPMENT	95.94	95.94	
30576 ELSAG NORTH AMERICA								
	00200119	17436	Install Lic Plate Rdr HLS	30-20-420-391.14	2015 HLS Police LPR Grant	1,250.00	1,250.00	
30760 EMERGENCY MEDICAL PRODUCTS								
	00012008	1817443	pulse ox & IV catheter	10-20-422-612.00	GENERAL SUPPLIES	252.99	252.99	
	00012008	1818179	2 Peds disp sensor	10-20-422-612.00	GENERAL SUPPLIES	72.01	40.50	
						325.00	293.49	
28120 EXIT 18 EQUIPMENT								
	00011025	38712	strt gas, mx gas, batteri	10-20-421-430.10	VEHICLE/EQUIP MAINTENANCE	250.00	239.58	
64450 FERGUSON WATERWORKS INC #590								
	00001747	0399584	hydrnt prts - ins refnd	50-10-410-612.00	GENERAL SUPPLIES	416.67	416.67	
	00001747	0399584	hydrnt prts - ins refnd	50-10-410-825.00	SMALL TOOLS	265.33	265.33	
						682.00	682.00	
32860 FIRE PROTEC								
	00003642	324013	annual fire ext inspectn	10-20-421-740.00	MACHINERY/EQUIPMENT	24.00	24.00	

By due date and vendor name for check acct 1(GENERAL FUND) and due dates 05/03/16 thru 05/03/16

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
-----							
00003642	324014	annual fire inspction 15+	10-30-432-430.00	REPAIR & MAINT-FACILITIES	92.20	92.20	
00003642	324015	annual fire inspctn 24+mn	50-10-410-340.00	TECHNICAL SERVICES	33.75	33.75	
00003642	324015	annual fire inspctn 24+mn	50-10-410-430.10	VEHICLE REPAIR AND MAINTENANCE	11.25	11.25	
00003642	324015	annual fire inspctn 24+mn	55-20-420-340.00	TECHNICAL SERVICES	140.70	140.70	
00003642	324015	annual fire inspctn 24+mn	55-20-420-430.10	VEHICLE REPAIR & MAINTENANCE	22.00	22.00	
00003642	324016	annual fire ext inspctn 2	10-20-420-430.10	VEHICLE MAINTENANCE	8.00	8.00	
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					331.90	331.90	
33410 FORMULA FORD INC							
00004529	44045	Ford Explr - \$5K trade-in	38-20-420-742.00	VEHICLES - POLICE	26,750.00	21,750.00	
33644 FRANKLIN CTY INTERNATIONAL							
00011014	438	annual dues 2016	10-20-421-810.00	DUES AND FEES	125.00	125.00	
34350 GALE/CENGAGE LEARNING							
00051756	57932932	lrg prnt bks	10-50-451-640.35	BOOKS-LARGE PRINT	51.73	51.73	
34300 GALL'S INC							
00200114	004767626	72" leg restraint	10-20-420-612.00	GENERAL SUPPLIES	37.05	37.05	
00200107	005211571	Coulombe side zip duty BO	10-20-420-650.00	UNIFORMS	165.00	157.00	
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					202.05	194.05	
36878 GRAY ROCK QUARRY LLC							
00003515	5410	3/4 plant mx - gravel	10-30-430-602.20	PLANT MIX / GRAVEL	202.90	202.90	
37626 GREEN MOUNTAIN YOUTH ENRICHMENT IN							
00005742	2832011	spring cartooning Rec - 7	10-50-452-831.00	REVENUE PROGRAMS	1,458.00	378.00	
00005742	2832011	spring cartooning Rec - 7	10-50-452-831.10	SCHOLARSHIP FR REV.PROG	216.00	0.00	
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					1,674.00	378.00	
37805 HACH COMPANY CORP							
00001756	9873143	fluoride tst grnd wtr	50-10-410-612.00	GENERAL SUPPLIES	54.35	46.34	
40100 HUMANE SOCIETY OF CHITTENDEN COUNT							
00008660	A31074042	Murphys ret/lab intake	10-20-423-510.00	CARE & KEEP-DOGS & CATS	90.00	90.00	
40700 INGRAM LIBRARY SERVICES							
00051680	61007724	childrens bks	10-50-451-640.25	BOOKS-CHILDRENS	10.37	10.37	
00051741	61007725	adlt bks April	10-50-451-640.10	BOOKS-ADULTS	65.66	65.66	
00051743	61007726	april Audio bks	10-50-451-640.15	AUDIOS	259.04	259.04	
00051741	61009308	April Adlt Bks	10-50-451-640.10	BOOKS-ADULTS	29.94	29.94	
00051730	61011387	children's bks	10-50-451-640.25	BOOKS-CHILDRENS	192.65	192.65	
00051741	61011388	adlt bks	10-50-451-640.10	BOOKS-ADULTS	32.21	32.21	
00051724	61011389	adlt audio bks	10-50-451-640.15	AUDIOS	25.80	25.80	
00051730	61012313	juv bks	10-50-451-640.30	BOOKS-JUVENILE	347.41	347.41	
00051741	61012314	adlt bks	10-50-451-640.10	BOOKS-ADULTS	9.10	9.10	

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00051741	61012766	lrg prnt bks	10-50-451-640.10	BOOKS-ADULTS	16.70	16.70	
00051730	61014475	j/yth bks	10-50-451-640.30	BOOKS-JUVENILE	18.39	18.39	
00051741	61014808	april adlt bks	10-50-451-640.10	BOOKS-ADULTS	10.39	10.39	
00051723	66695420	adlt bk March	10-50-451-640.10	BOOKS-ADULTS	12.99	12.99	
00051743	66695969	adlt audiobks April	10-50-451-640.15	AUDIOS	70.96	33.47	
00051730	66699035	children's bks	10-50-451-640.25	BOOKS-CHILDRENS	20.72	20.72	
00051730	66699492	juvenile bks	10-50-451-640.30	BOOKS-JUVENILE	36.55	36.55	
	92729996	juvenile bks ret'd	10-50-451-640.30	BOOKS-JUVENILE	0.00	-6.49	
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					1,158.88	1,114.90	
76524 KEMIRA WATER SOLUTION INC							
00001763	9017494682	12.1tns aluminum sulfats	55-20-420-612.00	GENERAL SUPPLIES	3,106.92	3,106.92	
36582 LACEY'S INC.							
00008669	124042	finance carpet	10-10-410-743.00	FURNITURE & FIXTURES	347.60	347.60	
39554 LAFOUNTAIN, ARTHUR G.							
	042716	fire school Addison Cnty	10-20-421-820.00	PROFESSIONAL DEVELOPMENT	0.00	110.00	
45862 LANDWORKS							
00020070	102253	streetscape Feb	25-00-000-330.00	OTHER PROFESSIONAL SERVICE	14,446.02	11,752.12	
46902 LIZOTTE, GARTH							
	032316	ACFA fire school	10-20-421-820.00	PROFESSIONAL DEVELOPMENT	0.00	110.00	
39685 MARLIN ENVIRONMENTAL INC							
00005764	103667	2 port-o-let April rent	10-50-452-442.00	RENTAL OF EQUIPMENT	200.00	200.00	
00005775	103838	port-o-let Apr Bombardier	10-50-452-442.00	RENTAL OF EQUIPMENT	80.00	80.00	
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					280.00	280.00	
49500 MCRAE AUTO SERVICE							
00012011	13347	rpr brakes 601	10-20-422-430.10	VEHICLE/EQUIP.MAINTENANCE	1,055.40	1,055.40	
32590 MIKE ALBERT LEASING INC							
	INV00645179	May lease MiEV car	10-10-416-430.10	VEHICLE/EQUIP MAINTENANCE	0.00	165.00	
48467 MILTON ACE HARDWARE LLC							
00003619	14725/4	bungies job trailer	10-30-430-430.10	VEHICLE MAINTENANCE	13.25	13.25	
00009324	14727/4	bolt tennis crt nets	10-30-432-430.00	REPAIR & MAINT-FACILITIES	10.47	10.47	
00001735	14728/4	hose nozzle trtmnt plant	55-20-420-612.00	GENERAL SUPPLIES	6.49	6.49	
00009324	14730/4	hng bsktball crt panel	10-30-432-430.00	REPAIR & MAINT-FACILITIES	4.49	4.49	
00009324	14733/4	paint supplies rescue stn	10-30-432-430.00	REPAIR & MAINT-FACILITIES	122.73	122.73	
00009324	14735/4	curb stops ambulance	10-30-432-430.00	REPAIR & MAINT-FACILITIES	19.47	19.47	
00009324	14751/4	paint rescue	10-30-432-430.00	REPAIR & MAINT-FACILITIES	69.99	69.99	
00003619	14767/4	cable, connector, links	10-30-430-430.10	VEHICLE MAINTENANCE	13.12	13.12	
					-----	-----	
					260.01	260.01	
53400 MILTON INDEPENDENT INC							
00008632	45347	dog lic due 3/17/16	10-20-423-540.00	ADVERTISING	34.00	34.00	

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00008632	45412	dog lic due 3/2/16	10-20-423-540.00	ADVERTISING	34.00	34.00	
					68.00	68.00	
53950 MILTON RENTAL & SALES CENTER INC							
00003571	1-521650	nipple hydrlic plow	10-30-430-612.00	GENERAL SUPPLIES	0.73	0.73	
00003571	1-523434	bungee cord & gloves	10-30-430-612.00	GENERAL SUPPLIES	15.75	15.75	
00003538	1-523477	spr pac roller bsbl1 flds	10-30-430-442.00	RENTAL OF EQUIPMENT/VEHIC	258.00	258.00	
					274.48	274.48	
54180 MINNESOTA LIFE INSURANCE CO							
	34186MAY16	MAY life ins	10-10-410-210.30	GROUP LIFE INS & AD&D	0.00	55.76	
	34186MAY16	MAY life ins	10-10-412-210.30	GROUP LIFE INS & AD&D	0.00	44.63	
	34186MAY16	MAY life ins	10-10-413-210.30	GROUP LIFE INS & AD&D	0.00	19.38	
	34186MAY16	MAY life ins	10-20-420-210.30	GROUP LIFE INS & AD&D	0.00	220.06	
	34186MAY16	MAY life ins	10-20-421-210.30	GROUP LIFE INS & AD&D	0.00	9.94	
	34186MAY16	MAY life ins	10-20-422-210.30	GROUP LIFE INS & AD&D	0.00	9.94	
	34186MAY16	MAY life ins	10-30-429-210.30	GROUP LIFE INS & AD&D	0.00	9.25	
	34186MAY16	MAY life ins	10-30-430-210.30	GROUP LIFE INS & AD&D	0.00	78.86	
	34186MAY16	MAY life ins	10-30-432-210.30	GROUP LIFE INS & AD&D	0.00	29.03	
	34186MAY16	MAY life ins	10-40-441-210.30	Group Life & AD&D	0.00	1.65	
	34186MAY16	MAY life ins	10-50-451-210.30	GROUP LIFE INS & AD&D	0.00	31.00	
	34186MAY16	MAY life ins	10-60-461-210.30	GROUP LIFE INS & AD&D	0.00	70.85	
	34186MAY16	MAY life ins	50-10-410-210.30	GROUP LIFE INS & AD&D	0.00	38.14	
	34186MAY16	MAY life ins	55-20-420-210.30	GROUP LIFE INS & AD&D	0.00	38.14	
	34186MAY16	MAY life ins	10-50-452-210.30	Group Life & AD&D	0.00	14.00	
					0.00	670.63	
48411 NAPPI, BENJAMIN							
	041316	cntr strap tennis net	10-50-452-740.00	MACHINERY AND EQUIPMENT	0.00	8.47	
57430 NEW ENGLAND MUNICIPAL CLERK'S INST							
00007210	2016NEMCI	Prince Registration '16	10-10-412-820.00	PROFESSIONAL DEVELOPMENT	850.00	850.00	
57495 NEW YORK CLEANERS							
	033116	March PD dry clean	10-20-420-650.00	UNIFORMS	0.00	262.00	
58200 NORTHEAST DELTA DENTAL							
	925-MAY16	May group Dental ins	10-10-410-210.15	GROUP DENTAL INSURANCE	0.00	157.56	
	925-MAY16	May group Dental ins	10-10-412-210.15	GROUP DENTAL INSURANCE	0.00	253.87	
	925-MAY16	May group Dental ins	10-10-413-210.15	GROUP DENTAL INSURANCE	0.00	264.41	
	925-MAY16	May group Dental ins	10-20-420-210.15	GROUP DENTAL INSURANCE	0.00	959.94	
	925-MAY16	May group Dental ins	10-20-421-210.15	GROUP DENTAL INSURANCE	0.00	61.65	
	925-MAY16	May group Dental ins	10-20-422-210.15	GROUP DENTAL INSURANCE	0.00	61.64	
	925-MAY16	May group Dental ins	10-30-429-210.15	GROUP DENTAL INSURANCE	0.00	-34.27	
	925-MAY16	May group Dental ins	10-30-430-210.15	GROUP DENTAL INSURANCE	0.00	649.99	
	925-MAY16	May group Dental ins	10-30-432-210.15	GROUP DENTAL INSURANCE	0.00	145.89	

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	925-MAY16	May group Dental ins	10-40-441-210.15	Group Dental Ins	0.00	8.98	
	925-MAY16	May group Dental ins	10-50-451-210.15	GROUP DENTAL INSURANCE	0.00	130.58	
	925-MAY16	May group Dental ins	10-60-461-210.15	GROUP DENTAL INSURANCE	0.00	155.87	
	925-MAY16	May group Dental ins	50-10-410-210.15	GROUP DENTAL INSURANCE	0.00	113.05	
	925-MAY16	May group Dental ins	55-20-420-210.15	GROUP DENTAL INSURANCE	0.00	113.05	
					0.00	3,042.21	
58632 OCCUPATIONAL HEALTH CENTERS							
00200117	1204481607	corbin physical	10-20-420-330.00	OTHER PROFESSIONAL	92.50	92.50	
58720 OFFICE FURNITURE EXCHANGE CORP							
00008670	20932	desk arm TM office	10-10-410-743.00	FURNITURE & FIXTURES	297.50	297.50	
00004570	20932B	Fin analyst desk	10-10-413-743.00	FURNITURE & FIXTURES	642.50	642.50	
00004570	20940	dsk,hutch,bkcs Dir Fin	10-10-413-743.00	FURNITURE & FIXTURES	698.00	698.00	
00008670	20941	love seat TM office recpt	10-10-410-743.00	FURNITURE & FIXTURES	299.00	299.00	
					1,937.00	1,937.00	
45740 OVERHEAD DOOR CO OF BURLINGTON INC							
00001755	28349	rpr ww biosolids door	55-20-420-430.00	REPAIR & MAINT.-FACILITY	102.00	102.00	
60199 PEAK ELEC MORTOR & PUMP SERV							
00001772	21480	peak motor & pump Ctmnt p	55-20-420-740.00	MACHINERY AND EQUIPMENT	430.00	430.00	
60833 PENWORTHY CO.							
00051750	0515159-IN	early readers	10-50-451-640.25	BOOKS-CHILDRENS	547.07	547.07	
61736 PHILBROOK, SCOTT							
	042216	5 mo. @ \$40 gym Dec-Apr	10-20-420-825.00	Gym Membership	0.00	200.00	
61900 PIKE INDUSTRIES, INC.							
00003540	856971	cold patch pot holes	10-30-430-450.20	ASPHALT	270.00	270.00	
42072 PORTER, JASON							
	042216	gym 4 mo. Jan-Apr @ 39.95	10-20-420-825.00	Gym Membership	0.00	159.80	
55874 RANDALL, MICHAEL							
00005768	8	balloon twst class	10-50-452-831.00	REVENUE PROGRAMS	25.00	25.00	
65805 REYNOLDS & SON, INC							
00011010	3273399	4 helmet fronts	10-20-421-740.00	MACHINERY/EQUIPMENT	181.04	181.04	
00011018	3274154	10 fire safety vests	10-20-421-740.00	MACHINERY/EQUIPMENT	280.00	280.00	
					461.04	461.04	
67300 ROWLEY FUELS INC							
	2482-APR16	Muni fuel Apr	10-30-430-625.00	DIESEL FUEL	0.00	1,652.97	
	2482-APR16	Muni fuel Apr	10-30-432-625.00	HEATING OIL	0.00	219.98	

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	596/9807-APR	Apr Fuel diesel & unl	10-20-421-625.00	DIESEL FUEL	0.00	229.50	
	596/9807-APR	Apr Fuel diesel & unl	10-20-422-625.00	DIESEL FUEL	0.00	333.79	
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					0.00	2,436.24	
68281 SAWMILL STUDIO L3C							
00005731	041916	Rec wdwrk child 4/18-19	10-50-452-831.00	REVENUE PROGRAMS	672.00	576.00	
00005731	041916	Rec wdwrk child 4/18-19	10-50-452-831.00	SCHOLARSHIP FR REV.PROG	96.00	0.00	
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					768.00	576.00	
60369 SEVEN DAYS NEWSPAPER							
00008668	162950	emplymnt ad web 4/13/16	10-10-416-540.00	ADVERTISING	29.00	29.00	
70769 SHERWIN WILLIAMS CO							
00009319	9324-6	field marking paint	10-30-432-612.10	PLAYING SURFACE SUPPLIES	513.60	513.60	
81231 ST. ALBANS MESSENGER							
00005760	19685	layout design prnt Rec Gd	10-50-452-550.00	PRINTING & BINDING	1,400.00	1,400.00	
21288 SYNCB/AMAZON							
00200105	0545828	chargers, cables	10-20-420-611.00	OFFICE SUPPLIES	39.96	39.96	
00200112	3933817	high res dig cam w/ zoom	30-20-420-740.13	2016 AOT Equip GR0930	859.98	859.98	
00200105	5256217	dsk calendar	10-20-420-611.00	OFFICE SUPPLIES	9.51	9.51	
00200105	5256217B	tape, cd-r, pens, mouse	10-20-420-611.00	OFFICE SUPPLIES	72.13	72.13	
00200105	6135445	scissors, paper, discs	10-20-420-611.00	OFFICE SUPPLIES	225.60	195.54	
00051742	9780205	adlt dvds	10-50-451-640.50	VIDEOS	98.29	98.29	
00051742	9780205B	adlt dvds	10-50-451-640.50	VIDEOS	98.86	98.86	
00051742	9780205C	dvds adlt	10-50-451-640.50	VIDEOS	24.85	20.68	
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					1,429.18	1,394.95	
74657 TACTICAL TECHNOLOGIES INC							
00200111	25567	antenna & mic replacemnt	10-20-420-612.00	GENERAL SUPPLIES	143.00	143.00	
76594 TOWN OF WILLISTON							
00051754	033116	Kittson overdue "Memorial	10-50-451-310.00	OFFICIAL/ADMINISTRATIVE	20.00	20.00	
76960 U.S. BANK EQUIPMENT FINANCE							
	302711676	4/10-5/10 muni coppier	10-10-416-430.20	PHOTOCOPIER MAINTENANCE	0.00	479.43	
78210 UNIFIRST CORP							
	036 1739498	rent rags/mats uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	6.26	
	036 1739498	rent rags/mats uniforms	10-30-430-650.00	EMPLOYEE UNIFORMS	0.00	4.54	
	036 1739498	rent rags/mats uniforms	10-30-432-650.00	EMPLOYEE UNIFORMS	0.00	12.51	
	036 1739499	rent rags/mats uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	6.00	
	036 1739499	rent rags/mats uniforms	10-30-430-650.00	EMPLOYEE UNIFORMS	0.00	35.58	
	036 1739499	rent rags/mats uniforms	10-30-432-650.00	EMPLOYEE UNIFORMS	0.00	6.05	
	036 1740776	rent uniforms/rags/mats	10-30-430-612.00	GENERAL SUPPLIES	0.00	11.75	

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	036 1740776	rent uniforms/rags/mats	10-30-432-442.20	BUILDING MAT RENTALS	0.00	9.18	
	036 1740776	rent uniforms/rags/mats	50-10-410-650.00	EMPLOYEE UNIFORMS	0.00	17.44	
	036 1740776	rent uniforms/rags/mats	55-20-420-650.00	EMPLOYEE UNIFORMS	0.00	17.43	
	0361 1739500	rent rags/mats uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	11.75	
	0361 1739500	rent rags/mats uniforms	50-10-410-650.00	EMPLOYEE UNIFORMS	0.00	17.44	
	0361 1739500	rent rags/mats uniforms	55-20-420-650.00	EMPLOYEE UNIFORMS	0.00	17.43	
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					0.00	173.36	
76926 UPSTART AND EDUPRESS							
00051713	5847919	summer reading sppls	10-50-451-612.00	GENERAL SUPPLIES	150.00	148.85	
79206 USABLU BOOK							
00001752	917356	BOD bottle rack	55-20-420-612.00	GENERAL SUPPLIES	77.95	75.37	
49013 VERIZON WIRELESS							
	9763936019	4/19-5/18 phone bill	10-10-410-530.20	COMMUNICATION-OTHER	0.00	62.04	
	9763936019	4/19-5/18 phone bill	10-20-420-530.20	COMMUNICATIONS-OTHER	0.00	195.85	
	9763936019	4/19-5/18 phone bill	10-20-421-530.20	COMMUNICATIONS-OTHER	0.00	33.76	
	9763936019	4/19-5/18 phone bill	10-20-422-530.20	COMMUNICATIONS-OTHER	0.00	100.75	
	9763936019	4/19-5/18 phone bill	10-30-429-530.20	COMMUNICATIONS-OTHER	0.00	61.05	
	9763936019	4/19-5/18 phone bill	10-30-429-530.20	COMMUNICATIONS-OTHER	0.00	16.88	
	9763936019	4/19-5/18 phone bill	50-10-410-530.20	COMMUNICATIONS-OTHER	0.00	40.01	
	9763936019	4/19-5/18 phone bill	55-20-420-530.20	COMMUNICATIONS-OTHER	0.00	142.02	
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					0.00	652.36	
83900 VERMONT DEPARTMENT OF LABOR							
00001764	091 1008MAR	UE QE 3/31/16 [REDACTED]	50-10-410-250.00	Unemployment Compensation	2,164.05	2,164.05	
00001764	091 1008MAR	UE QE 3/31/16 [REDACTED]	55-20-420-250.00	Unemployment Compensation	2,164.04	2,164.04	
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					4,328.09	4,328.09	
81055 VERMONT LEAGUE OF CITIES & TOWNS							
00008661	2016-17345B	Casey Del Tx Wrkshp	10-10-410-820.00	PROFESSIONAL DEVELOPMENT	60.00	60.00	
81090 VERMONT LIBRARY ASSOCIATION							
00051753	041416	Dulac & Bellavance mmbrrsh	10-50-451-810.00	DUES AND FEES	110.00	110.00	
81378 VERMONT TECHNICAL COLLEGE - RANDOL							
00006641	111995	Hemmerick GIS/GPS Sept.	10-60-461-820.00	PROFESSIONAL DEVELOPMENT	100.00	100.00	
81900 VERMONT TROPHY & ENGRAVING CORP							
00011027	68128	set ups & 12 engravings	10-20-421-740.00	MACHINERY/EQUIPMENT	194.00	194.00	
00008664	68190	2 signature stamps TM	10-10-410-611.00	OFFICE SUPPLIES	46.60	46.60	
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					240.60	240.60	
82994 VISION SERVICE PLAN-CONNECTICUT							
	3011797MAY16	MAY INS VISION GROUP	10-10-404-520.80	VISION SERVICE PLAN	0.00	618.58	

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Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	3011797MAY16	MAY INS VISION GROUP	50-10-410-210.20	GROUP LTD/STD/VISION INS	0.00	33.13	
	3011797MAY16	MAY INS VISION GROUP	55-20-420-210.20	GROUP LTS/STD/VISION INS	0.00	33.13	
					-----	-----	
					0.00	684.84	
83844 W.B. MASON CO INC							
00008665	I33826292	copy paper muni offices	10-10-416-611.00	OFFICE SUPPLIES	243.80	243.80	
00004569	I33858099	data binders, toner, stpl	10-10-413-611.00	OFFICE SUPPLIES	377.78	377.78	
					-----	-----	
					621.58	621.58	
74649 WATCH GUARD VIDEO							
00200101	SRINV0014048	rpr camera cruiser	10-20-420-430.10	VEHICLE MAINTENANCE	418.00	418.00	
72132 WESTAFF USA, INC							
00004557	WC330215	Therrien w/e 4/09 Finance	10-10-413-330.00	OTHER PROFESSIONAL SER.	562.66	562.66	
00004557	WC331061	w/e 4/16 Therrien Finance	10-10-413-330.00	OTHER PROFESSIONAL SER.	333.67	333.67	
					-----	-----	
					896.33	896.33	
Report Total					-----	-----	
						108,875.81	
					=====	=====	

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

APPROVED ON \_\_\_/\_\_\_/\_\_\_  
Donna Barlow Casey, Town Manager

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 \$ \*\*\*108,875.81

SELECTBOARD:

\_\_\_\_\_  
Darren Adams, Chair      Ken Nolan, Vice Chair      John W. Bartlett, Secretary      John Palasik      John Cushing

# Loan ARI-044 Payment Supplemental Warrant

The Town of Milton Selectboard authorizes the Town Treasurer to pay \$16,452.96 in Principal and Administrative Fee the bonds previously sold by the Town of Milton in accordance with the attached invoice.

These are the second of two annual Interest payments for these bonds.

Loan Series	Account Code	Amount	Project
ARI-044	10-70-470-910.13	\$11,985.09	Principal ARI-044
ARI-044	10-70-470-911.13	<u>\$4,467.87</u>	Admin Fee ARI-044
Total for this payment:		\$16,452.96	

Total \$16,452.96 to be paid to Peoples United Bank by ACH in accordance with the attached invoice "TOWN OF MILTON (ARI-044)".

Dated this \_\_\_\_\_ of May 2016.

- \_\_\_\_\_
- Darran Adams, Chair
- \_\_\_\_\_
- \_\_\_\_\_
- Ken Nolan, Vice Chair
- \_\_\_\_\_
- \_\_\_\_\_
- John Bartlett, Clerk
- \_\_\_\_\_
- \_\_\_\_\_
- John Cushing, Member
- \_\_\_\_\_
- \_\_\_\_\_
- John Palasik, Member

# Loan ARI-044 Payment Supplemental Warrant

ARI-044: Town of Milton Storm-water Collection System Improvements .

We borrowed \$445,630.00 in December 2009. One half of this amount was paid for from American Recovery and Reinvestment Act (ARRA). In January 2011 we borrowed \$54,370.00 making the total amount borrowed \$500,000. The ARRA contribution remained at ½ of the original loan or \$222,815.

There is no “Interest” on this note; however there is a 2% “Administration Fee” which has the same impact as interest.

This loan has a repayment term of 20 years; so it will be paid off on June 1, 2031.

The money was borrowed from the “Clean Water State Revolving Loan Fund” to fund the construction of storm water collection system improvements.

This is the annual payment for this note;

Account Code	10-70-470-911.13	\$11,985.09	Principal ARI-044
Account Code	10-70-470-911. 13	<u>\$4,467.87</u>	Admin Fee ARI-044
	Total for this Loan	\$16,452.96	

# Milton Selectboard Meeting Minutes

April 18, 2016 6:00 P.M.

Municipal Building Community Room

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

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

**Staff Members Present:** Erik Wells, Director- Administration & Community Affairs; Jacob Hemmerick, Planning Director; Nathan Lavallee, Water/Wastewater Superintendent; Dustin Keelty, Public Works Supervisor; Kym Duchesneau, Recreation Coordinator; Ben Nappi, Assistant Recreation Coordinator; Brett Van Noordt Chief of Police; Don Turner Jr., Fire/Rescue Chief

**Others Present:** Jessica Groeling, Joe Smith, Jim Goudie, Roger Dickinson, Marcel Choquette,

I. **Call to Order** – Nolan called the meeting to order at 6:00 PM

II. **Flag Salute** – Nolan led the attendees in a Salute to the Flag.

III. **Agenda Review**- None

IV. **Public Forum**- None

V. **Event Permits & Orders**

**A. Little League Opening Day Ceremony**

Bartlett moved to approve the Facility Use Permit for Milton Little League as presented, second by Palasik. **Approved unanimously.**

**B. Nordic Soccer Cup**

Cushing moved to approve the Facility Use Permit for Nordic Soccer as presented, second by Bartlett. **Approved unanimously.**

**C. Color Run 5K School Fundraiser**

Cushing moved to approve the Facility Use Permit for the Color Run 5K Fundraiser, second by Bartlett. **Approved unanimously.**

**D. Health Order**

*The Selectboard acted as the Board of Health for this agenda item.* Deputy Health Officer Roger Dickenson reviewed a Health Order for 158 Cobble Hill Road that addressed multiple violations of the Vermont Rental Housing Code. Bartlett moved approve the Health Order, second by Cushing. **Approved unanimously.**

VI. **Discussions**

**A. Economic Development Strategies**

Mike Miller, Planning Director for the City of Montpelier who previously held the same role for the City of Barre provided an overview of economic development strategies he had utilized in each community. Miller said to determine what the regional markets says in terms of viability and need, why development should be “here” rather than “there.”

48 The critical first step is to have a well thought out and cohesive overall vision and to  
49 market the community's strengths and provide incentives. The Selectboard will need to  
50 decide on a comfort level regarding risk to take, Miller said. In terms of a tax increment  
51 financing (TIF) district, that is deciding the amount of development and the scope  
52 required to create an adequate amount of increment to satisfy indebtedness. In Barre  
53 City, they had an active process to recruit employers to fill in the vacant store fronts  
54 centered around the goal of adding 500 new jobs to downtown. The key element was  
55 building a new space to house employers on Main Street in downtown- Barre City Place.  
56 The Board thanked Miller for this time and valuable insight.

57  
58 **B. Water Leak Mitigation Progress Update**

59 Water/ Wastewater Superintendent Nate Lavalley explained that all the remaining leaks  
60 had been identified with the use of leak detection equipment and consultants from the  
61 State of Vermont. Two leaks were located on Middle Road and Maplewood Ave. that  
62 will be repaired this week. The work under the railroad crossing at Turner Ave. resulted  
63 in finding no leak under the tracks, but the water was able to be rerouted so the loss is  
64 no longer taking place. Overall, after these repairs the Town's water loss will be less  
65 than 10%, which is excellent Lavalley said. The Board thanked the Water Department for  
66 all its hard work to resolve this issue.

67  
68 **VII. Old Business**

69 **A. Municipal Campus Security System Upgrade**

70 Don Turner, Brett Van Noordt and Dustin Keelty went through a proposal to upgrade the  
71 municipal campus security system that had been first discussed with the Board last  
72 February. A main control board needs replacement to enable the electronic entry  
73 system in the municipal building to be repaired, the proposal requested that the  
74 security system at the fire and rescue stations are upgraded at the same time so all the  
75 buildings are tied into the same system. The system upgrade, with a cost of  
76 approximately \$28,000 would be funded from the Police, Fire and Contingency budgets  
77 for FY '16. \$20,000 of those funds would come from the Police Department budget,  
78 which due to two open Patrol Officer Positions is running a surplus for the fiscal year.  
79 Bartlett moved to approve the Municipal Campus Security System upgrade resolution as  
80 presented, second by Palasik. **Approved unanimously.**

81  
82 **B. Community Solar Project 150 kW System Lottery**

83 Wells explained he is looking for Board approval to go ahead with entry into this lottery  
84 that Jesse Stowell of Sun Edison addressed last month. It would be another option to  
85 consider for the community solar array in Town and does not commit the Town to doing  
86 anything. The projects will be further discussed this summer. Bartlett moved to  
87 authorize Sun Edison to enter the 150kW solar lottery, second by Palasik. **Approved**  
88 **unanimously.**

89  
90 **VIII. New Business**

91 **A. Police Education Grant**

92 Van Noordt explained this grant would assist in prevention and education for safe  
93 streets to address speeding and drunk driving based on infractions in previous years.  
94 Cushing moved to approve the Police Education Grant application as presented, second  
95 by Palasik. **Approved unanimously.**

97 **IX. Manager's Report**  
98 Wells stated Barlow Casey had something unexpected come up so he was covering the meeting  
99 in her place. He shared that the Park Clean Up this past Saturday was a great success and a  
100 great help for getting Bombardier Park ready for the Spring. In addition, bids are out of  
101 construction inspection and a construction contractor for the McMullen Sidewalk Project.  
102 Construction is tentatively slated to begin in early June and be complete by September 1<sup>st</sup>.  
103

104 **X. Warrant/Report #23**  
105 Bartlett reviewed warrant #23. He mentioned a few items, in random order:  
106  
107 - Burlington Mitsubishi, \$462.05 - Town shared electric vehicle, VSI & front pads and rotors  
108 - Champlain Water District, \$32,603.33 - March water bill. 16,076 gallons & Vermont Water  
109 Supply Surcharge  
110 - GMP, \$14,855.41 - electricity 2/24-3/23/16  
111 - Radio North Group, \$6,411 - MFD purchase 10 pagers, 10 spare batteries and 2 portable  
112 radios  
113 - VT Gas, \$3,591.65 - natural gas 2/23-3/24/16  
114 - WEX Bank, \$2,697.61 - Town gas card for unleaded fuel  
115  
116 Bartlett moved to approve warrant report #23 in the amount of \$107,034.85, second by  
117 Palasik. **Approved unanimously.**  
118

119 **XI. Minutes of April 4 Meeting**  
120 Wells stated a correction regarding the police signing bonus incentive.  
121 Cushing moved to approve the minutes from the April 4, 2016 Selectboard meeting as  
122 corrected, second by Palasik. **Approved unanimously.**  
123

124 **Adjournment**  
125  
126 Bartlett moved to adjourn the Selectboard Meeting. Second by Palasik. **Approved unanimously.**  
127  
128 Nolan adjourned the meeting at 7:52 PM.  
129

130 **Respectfully Submitted,**  
131  
132 \_\_\_\_\_ **Date:** \_\_\_\_\_

133 **John Bartlett, Selectboard Clerk**

134  
135 **Filed with Milton Town Clerk's Office on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_**

136  
137 **ATTEST: \_\_\_\_\_ Milton Town Clerk**

# Milton Selectboard Meeting Minutes

April 25, 2016 Immediately Following the Liquor Control Board Meeting  
Municipal Building Community Room

**Selectboard Members Present:** Darren Adams, Chair Kenneth Nolan, Vice Chair; John Bartlett, Clerk; John Cushing, Member; John Palasik, Member

**Selectboard Members Not Present:** None

**Staff Members Present:** Erik Wells, Director- Administration & Community Affairs; Jacob Hemmerick, Planning Director; John Gifford, Interim Finance Director

**Others Present:** Peter Anthony, Bonnie Pease

**I. Call to Order** – Adams called the meeting to order at 6:21 PM

**II. Flag Salute** – Adams led the attendees in a Salute to the Flag.

**III. Agenda Review-** None

**IV. Public Forum-** Bonnie Pease of the Conservation Commission invited the Board and Staff to a hike at the Town Forest of Saturday, June 18<sup>th</sup>.

**V. New Business**

**A. Community Champion Awards Eligibility Criteria**

Wells explained the Committee is looking for direction for the Board to see if Town staff could be eligible for work done in the community outside of job requirements. Discussion followed, it was determined that awards could be made to Town and School staff if applications were received, in their own categories.

**B. Analysis and Position of Impact Fees**

Barlow Casey, Hemmerick, Wells, Gifford and Anthony shared with the Selectboard a draft report that addressed the use of impact fees, their application in Milton, past practice, fund balances and plan moving forward. Discussion took place regarding a number of items contained within the report. The group will be back at the next Selectboard meeting to propose recommendations for Board action.

**VI. Adjournment**

Cushing moved to adjourn the Selectboard Meeting. Second by Nolan. **Approved unanimously.** Adams adjourned the meeting at 9:05 PM.

Respectfully Submitted,

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

John Bartlett, Selectboard Clerk

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

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