

# Milton Selectboard Meeting Minutes

August 01, 2016 at 6PM

Municipal Building Community Room

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

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

**Staff Members Present:** Donna Barlow Casey, Town Manager; Dustin Keelty, PW Supervisor; John Gifford, Town Treasurer; Donald Turner Jr., Fire Chief; Erik Wells, Director of Administration

**Others Present:** Courtney Lamdin; Donald Turner Jr; Val Sicard; Anni Paul; Isaac Wagner; Karen White; Sarah Martin; Michael Boisjoli; Michael Howard

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

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

III. **Agenda Review- none**

IV. **Public Forum-** No one

V. **New Business and Department Items**

**A. Recognition of Milton Rescue's 50 Year Anniversary**

The Board recognized Rescue for its great service over its 50 years to the community. John Bartlett read the resolution into the record. Bartlett moved to adopt the resolution as presented, second by Cushing. **Approved Unanimously.**

John Cushing mentioned the National Night Out event the following night where a ceremony honoring rescue would be held.

**B. Recognition of Michael Boisjoli for July 4<sup>th</sup> Fireworks Display**

Michael thanked the community for being the best in VT. Donald Turner Jr. thanked Michael for his service. John Bartlett read the resolution and moved to adopt as written. John Cushing second; **Approved Unanimously.**

**C. Milton Mobile Home Co-op**

Residents expressed their concerns about the co-op. They are looking to have sewer connected and fix failing systems and old water pipes. In addition there is a ravine on the property that requires further attention. They are looking for advice from the town and ways to partner into the future to reach these goals. Low interest loan and/or grant are being looked into.

**D. FY'17 Tax Rate**

Town Treasurer John Gifford recommended that the tax rate be set at .5188 which is the same as FY'16. There was a discussion about the TIF transfer and process that was used to arrive at the final calculation. Gifford suggested amending the budget by \$47,000 to make everything even out for revenue to be raised by taxes. After discussion, the budget was

48 kept the same and will be revisited mid-year. Cushing moved to set the FY '17 tax rate at  
49 .5188, and if there was a shortfall to amend the budget and not use fund balance, second  
50 by Palasik. **Approved Unanimously.**  
51

52 **E. Award 2017 Engineering and Paving Services Contract**

53 Barlow Casey stated that a request for qualification (RFQ) was sought for engineering firms  
54 to provide the Town with services, with 2016 paving the top priority. A number of firms  
55 inquired regarding the RFQ, but in part due to the short turn around the sole proposal  
56 received was from Donald L. Hamlin Consulting Engineers. A review committee that  
57 included Erik Wells, Dustin Keelty and herself reviewed the proposal and recommend that a  
58 contract be awarded to Hamlin. The firm has provided construction inspection services for  
59 the McMullen Road Sidewalk Project and Wells and Keelty have been pleased with their  
60 work. Discussion was held that the Board was concerned in locking into a long term with a  
61 firm and not being able to change because of a term contract. Agreed this would be a one  
62 year arrangement and this would not be the sole engineering firm the Town could choose  
63 to contract with. Bartlett moved to authorize the Town Manager to negotiate the terms and  
64 scope of a contract with Donald L. Hamlin Consulting Engineers for FY '17 at a cost not to  
65 exceed \$50,000. Second by Cushing. **Approved Unanimously.**  
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67 **F. Purchase exceeding \$10,000: Patch paving, salt and salt**

68 Keelty addressed the Board regarding these three purchases that exceeded \$10,000. He  
69 requested waiving the formal bid for paving because contractors had already looked at the  
70 different areas in need and given their quotes to him. He recommends using Over the Top  
71 which had the lowest tonnage rate. This would be spot paving for culvert replacements and  
72 other excavation work. Discussion was brought up about how a better tracking system  
73 could be developed on how much we budgeted for and how much we spent at the end of  
74 the year. Sand was addressed to continue to use Nadeau out of Johnson, and salt using the  
75 State bid with Cargill. Cushing moved to approve the spending requests, second by Bartlett.  
76 **Approved Unanimously.**  
77

78 **G. Merger or Consolidation of Emergency Services Dispatch**

79 Barlow Casey discussed the RPC is doing a study and looking into consolidating the  
80 emergency dispatch services for certain towns. The study costs a total of 45K and they are  
81 looking for each town to contribute 5K. The Board voiced concern of what the 5K would  
82 give the Town in return and if that would give the Town a voice and/or vote in the  
83 discussion later on. Barlow Casey is going to obtain more information about this and put it  
84 on the agenda at future meeting.  
85

86 **V. Manager's Report**

87 Barlow Casey stated Josh Bergeron has left the town for a new job opportunity and now the  
88 department will be short handed a person. The Recreation department found out that CSWD is  
89 granting them the full amount as discussed in the last meeting for recycling containers. Barlow  
90 Casey asked to move the first meeting in September to September 7<sup>th</sup> because of Labor Day and  
91 conflicting meetings and events in town, the board had no problem. The board brought up the  
92 lease on the town electric vehicle and what we will do once the lease has ended.  
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94 **VI. Potential and/or Future Agenda Items**

95 Sarah Macey the finance director will be joining in the next meeting to discuss past issues and  
96 projects for the future.

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**VII. Warrant/Report #3**

Bartlett reviewed warrant report #3, he listed a few items in random order:

- McCrae Auto Service \$2,638.43 - repairs to MFD 1996 GMC3500 and 2009 Chevy 2500HD to pass inspection (brakes, axle U-bolts, ball joints, etc.)
- NEMRC, \$6,600  
GREATER THAN \$10,000
- Chittenden Unit for Special Investigation (CUSI), \$15,987 - Milton share of annual fee for sex crimes unit based on percentage of population - recurring annual fee, not from CIP
- Round Hill Fence, \$29,945 - new security system for municipal building, MFD, MRD doors, etc. - approved @ 5/18/16 SLB meeting)

Bartlett recommended approval of these orders in the amount of \$150,317.81, second by Cushing. **Approved Unanimously.**

**VIII. Supplemental Warrant**

Bartlett moved to approve the Supplemental Warrant, in the amount of \$70,588.10 - for principal and interest payment to People's United Bank to payoff TIF Bond Anticipation Note that expires 8/15/16. Second by Cushing. **Approved Unanimously.**

**IX. Meeting Minutes of July 11 and 18**

John Cushing moved to approve the minutes, Bartlett second. **Approved Unanimously.**

**X. Executive Session per V.S.A. Title 1 Section 313**

Bartlett moved to find premature public knowledge about Human Resources would cause the Town or person to suffer a substantial disadvantage. Second by Cushing. **Approved unanimously.**

Bartlett moved to enter into Executive Session to discuss Human Resources under the provisions of V.S.A. Title 1 Section 313 and include Barlow Casey. Second by Cushing. **Approved unanimously.**

**Entered Executive Session at 8:17 PM**

**There was no action as a result of executive session**

**XI. Adjournment**

Bartlett moved to adjourn, second by Cushing. **Approved unanimously.**

**Respectfully Submitted,**

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

**John Bartlett, Selectboard Clerk**

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

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