

Milton Selectboard Meeting Minutes

December 7, 2015 6:00 P.M.

Municipal Building Community Room

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

Selectboard Members Not Present: none

Staff Members Present: Donna Barlow Casey, Town Manager; Erik Wells, Director Administration & Community Services; Celeste Lang, Selectboard Assistant; Jeffrey Castle, Town Planner; Jacob Hemmerick, Planning Director; Don Turner Jr., Fire Chief; Rod Moore; Dustin Keelty, Buildings & Grounds,

Others Present: Courtney Lamdin, Milton Independent; Planning Commission Members: Lori Donna, Henry Bonges, John Lindsay, Julie Rutz; Michael Thompson, Fire & Rescue dept. members; Chris Fanning; members of O'Connor family; Robert Brisson; William Sawyer; David White, White & Burke; Kurt Marchessault, O'Leary Burke, Robert Lombard

I. Call to Order – Adams called to order at 6:06 PM

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

III. Agenda Review-

Barlow-Casey – add New Business J- Authorizing Town Manager to sign town water utility agreement previously warned for last Saturday's meeting but paperwork incomplete until today. Add Agenda Item - Second separate Executive Session for personnel. Bartlett three sets of minutes separate motions in case any individual set of minutes has issue.

IV. Public Forum – none

V. New Business and Department Items

A. Honor Chris Fanning for Saving Marie O'Connor

Adams made statement giving thanks to police, fire, and rescue for their unwavering service to the community. This evening, however, a special recognition to Chris Fanning, a non first responder, for his bravery being in right place at right time and wiliness to take action with disregard of his own safety which undoubtedly saved the life of Marie O'Connor.

Read Resolution from Board Recognizing Chris Fanning's Bravery.

Bartlett made motion to accept resolution as presented. Cushing seconded. Independent Roll. Unanimously approved. **Motion passes.**

Don Turner Jr, representing Fire & Rescue Dept., spoke of Fanning's courageous action, which ultimately saved life. Presented plaque on behalf of the Town of Milton. Announced reception to follow at fire station.

B. Appointments to Economic Development Commission

46 **Jacob Hemmerick, Planning Director, Applicant Robert Lombard**
47 Hemmerick described status of Economic Development Commission, and it's current
48 members. Stated Lombard would be a good asset.

49
50 Cushing made motion to appoint Robert Lombard to the Economic Development
51 Commission for a three-year term ending June 30, 2018. King seconded. Independent Roll.
52 Unanimously approved. **Motion passes.**

53
54 **C. Continued Interim Zoning Conditional Use Application Hearing 444-452 Rte 7 So.**

55 Adams read application description. Questioned for ethical disclosures so meeting
56 transparent, fair and free from any conflict of interest if any members refuse or need to be
57 excused—none. Asked for any other – none. Administered oath to any individuals testifying.
58 Debrief site visit conducted on Sat. Dec. 5th attended by selectboard members Nolan,
59 Cushing, planning commission Rutz, Bonges; town staff, Hemmerick.

60
61 Planning commission members Lori Donna, Henry Bonges, Julie Rutz, John Lindsay
62 presented requested review of content of the conditional use application covering 9 (nine)
63 points ultimately requesting board to deny application and to give Interim Plan year and half
64 serious focus in which to work.

65
66 Castle Town Planner, provided request to calculate total number of residential dwelling
67 units that which received approval yet not constructed. – 457 dwelling units approved from
68 Development Review Board not yet built, all in Town Core TIF District, (10% current housing
69 stock), 60 of which are Elderly Housing units.

70
71 Hemmerick noticed violation of garbage at site during visit. Sawyer replied someone was
72 cleaning up that day. Nolan – cleanup short term positive. Board approve commission
73 interim zoning and if believe in it should stick with and stand up for commission. If don't
74 support, then say it.

75
76 Applicant Sawyer questioned how to support businesses, incubators don't grow – need
77 people to support businesses like restaurants. So many commercial places currently empty.
78 Cold call hasn't been successful. Suggest pour slab and build commercial shell as part of
79 phase one to have easily convertible to later specifics to demonstrate good intent.
80 David White, White & Burke representing Sawyer although commended Planning
81 Commission for dedication and plan, rebutted comments. Commercial happens if there's
82 demand. Site is already mixed use area. Refutes that residential proper town loses money
83 and only commercial makes money - no documentation supports statement. This one
84 project will not make or break TIF or prevent values Planning Commission going forward.

85
86 Cushing made motion to close hearing and begin forty-five day deliberation time period.
87 Bartlett seconded. Independent roll. Unanimously approved. **Motion passes**

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89 Hearing closed at 7:57PM

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91 **D. Milton 4D Project Update**

92 Erik Wells, Director Administration & Community Services update status of 4D Project by
93 summarizing actions taken since last board meeting including Barlow-Casey, Hunt and
94 himself, conference call with consultants to present conceptual design along with estimates
95 to board in second meeting in January. Also consultant will provide incremental cost
96 estimate options and attributes to phase in major identified segments.

97

98 Every media utilized to get information out and make public aware vying for feedback.
99 Discussion, if vote required within time frame to meet TIF expiration deadline, action
100 needed to warrant bond for future election. Several Selectboard members stated not ask
101 taxpayer for more before going out to bid to know where at including other moving pieces
102 such as TIF money available and plan difficult before March Town Meeting Day. Do what we
103 can for \$2.4 million already approved to make vision. Bonges interjected rather prioritize
104 sections of town rather than cutback on quality of plan.
105 Further discuss in January.

106

107 **E. Solar Project Update**

108 Wells, stated highlights since last update to Selectboard several months ago on Solar Project
109 at former Landfill and Wastewater plant sites.

110 Since contracts approved by board in July, few issues:

111 *PSB application requires post closure certification for landfill and move away from its
112 current closure extension order. Engaged consulting firm Waite-Heindel Environmental
113 Managements to aid in application preparation. Sun Edison has agreed to split cost of quote
114 \$3,690 50/50 submission by 1st week of Jan.

115 *Green Mountain Power has met cap. We can apply GMP 150 vs. 500 kw array at
116 Wasterwater site to start – cap may be extended next yr. Does not affect landfill, which is
117 exempt from caps.

118 Parties still fully committed and still want to proceed. Nolan all utilities saying extend caps.
119 GMP can't approve anything above 15% apply now but by time built could extend.

120

121 Bartlett moved to have Town Manager sign 'post closure certification' on behalf of Board.
122 King seconded. No further discussion. Independent Roll – **Motion passes.**

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124 **F. Update on Security System and Review of Options**

125 Dustin Keelty, Public Works Supervisor, gave history of security system issue which started
126 in Nov. Systems originally installed 2004. Called in contractor to discuss if any easy
127 inexpensive solution. No easy solution.

128 1) replace control requires new software \$5200

129 2) replace older and existing power supplies \$15,300.

130 Barlow Casey stated collaborative effort between Public Works, Police & Fire who has
131 different system but could come on line with rest. Discussion of various pros and cons to

132 make funds available.
133
134 Bartlett moved to allow Buildings and Grounds to proceed with sole source Roundhill Fence
135 and Security and develop cost proposal, and if any value held components being replaced to
136 recoup. King no; Cushing yes; Nolan, yes ; Adams, yes, Bartlett. 4 yes, 1 no **Motion passes**
137
138 **G. Winter Operations Plan**
139 Keely presented proposed Winter Operations Plan with update from 2008 on file in Town
140 Clerk's office. If no new plan is established, existing plan prevails.
141 Mix salt & sand 1/salt-4/sand. Mix at point of use when needed prior to being used.
142 Written for personnel not for person on road.
143 Input from road crew changes in rewrite of documents.
144 Described route process from dirt to blacktop sections.
145
146 Board requested revision with suggested changes:
147 Board request list all roads on route one place indicate primary, secondary, etc.
148 Request adding notation that person in charge of Highway Crew has ownership to make
149 calls and is accountable. Complaints will go to Town Manager or call police department
150 after hours. Communication both ways from those on road: i.e. police department, bus
151 drivers.
152
153 **H. Set Date for Next Selectboard Meeting**
154 Next regular meeting scheduled 12/21, Nolan out of town. Audit scheduled.
155
156 **I. Set Dates for Additional Budget Meetings Week of Dec. 14th**
157 Next budget Dec. 14th /Police, Fire & Rescue, Animal control
158 15th CIP, debt service.
159 First couple weeks in Jan. not problem, won't be ready until Audit presented anyway.
160
161 **J. Authorize Town Manager to sign Town Private Water Utility Agreement for Catamount Dr.**
162 Barlow-Casey, town manager could be assigned authorization. Standard format to use for
163 all water agreements. Already have check in hand. Boiler plate.
164
165 Cushing move to authorize Town Manager to sign Town Water Utility Agreement. Bartlett
166 seconded. Independent Roll, all approve **Motion passes**.
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168 **VI. Reconsideration (Old Business) - none**
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170 **VII. Manager's Report**
171 Tues. Dec. 8th Legislative Breakfast 8:30.
172 Working with Don Turner Jr, State Representative on attendees for morning, dozen attendees.
173 Three state Senators, two State Representatives, Secretary of Commerce.
174 Cushing, Bartlett, and Adams from board plan to attend.

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VIII. Potential and/or Future agenda Items – none

IX. Warrant/Report #11

After review Bartlett presented Warrant/Report #11 for Board orders in the amount of \$204,325.17
A few items of mention in random order:
\$2,445 Apple Store for 5 iPad Air tablets for MPD for access case files,- funds from drug asset forfeiture.
\$44,326.75 champlain water District – 21,857,377 gallons
\$6,702 VT Dpt of Public Safety – annual fee to run license/criminal checks, emails to State’s secure servers, mobile data access vehicle computers.
\$28,805.75 GMP includes Oct & Nov. invoices.
\$1,652.98 McRae Auto Service- replace fuel lines on ’07 Chevy One ton pickup.
\$629 Rado North Group – install two radios in two new Silverados
\$7,530.11 Stitzel, Page & Fletcher 8 line itsm
\$876.70 Westaff-finance dept temp
\$3,304 Xerox Business Services includes two bills August & Nov. for full service indexing.
Keelty available to discuss plows or other expenditures for Silverados previously pulled off warranty - unadvertised bids, last 3 plows each of trucks can hookup to. Plows included on this warrant \$11,000.
Bartlett made motion to approve orders for \$204,325.17 as presented. Seconded by Nolan. No further discussion. Independent Roll – All approved. **Motion Passes.**

X. Minutes of previous Nov. 16th Selectboard and two Special Selectboard Meetings Nov. 23rd, and Dec. 3rd.

Bartlett retracted previous agenda review having individual motions.
Bartlett moved to accept minutes for all three meetings as presented. Cushing seconded. Independent Roll. King Yes, Cushing Yes, Bartlett Yes, Adams Yes, Nolan abstain, **Motion passes.**

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

Bartlett moved to find premature public knowledge about The Record would cause the Town or person to suffer a substantial disadvantage. Seconded by Nolan. Independent Roll. Unanimously Approved. **Motion passes.**

Bartlett moved to enter into Executive Session to discuss The Record under the provision of V.S.A. Title 1 Section 313 A6. Seconded by Cushing. Independent Roll. Unanimously Approved. **Motion passes.**

Courtney Lamdin from Milton Independent asked for description of The Record. Barlow Casey said VT statute states allows for Executive Session to be held to discuss an exempt public record as long as the discussion is confined to the record itself. To provide exact statute later.

223 Enter executive session at 10PM.

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225 Bartlett moved to adjourn executive Session at 10:58 PM. Cushing seconded. Independent
226 Roll. Unanimously Approved. **Motion passes.**
227 No action taken as result of executive session.

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229 **XII. Adjournment**

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231 **Bartlett** moved to adjourn Selectboard meeting. Seconded by Cushing. Independent Roll.
232 Unanimously approved. **Motion passes.**

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234 Adams adjourned Selectboard meeting at 11:00PM

235
236 *These proceedings were live-streamed and filmed by LCATV and audio-recorded by the Town.*

237

238 **Respectfully Submitted,**

239  _____ Date: 12/21/15
240

241 **John Bartlett, Selectboard Clerk**

242
243 Filed with Milton Town Clerk's Office on this 29 day of Dec., 2015

244
245 ATTEST:  _____ Milton Town Clerk

