

**Milton Selectboard Meeting**  
August 01, 2016 at 6:00 p.m.  
Community Room of the Municipal Complex  
43 Bombardier Rd., Milton, VT 05468

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

**AGENDA**

**I. Call to Order**

**II. Agenda Review**

**III. 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).*

**IV. New Business and Department Items**

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

Consider Approval

**Donna Barlow Casey, Town Manager**

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

Consider Approval

**Donna Barlow Casey, Town Manager**

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

Discussion

**Residents**

**D. FY '17 Tax Rate**

Consider Approval

**John Gifford, Town Treasurer**

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

Consider Approval

**Donna Barlow Casey, Town Manager**

**F. Purchases exceeding \$10,000: Patch paving, salt and sand**

Consider Approval

**Dustin Keelty, Public Works Supervisor**

**G. Merger or Consolidation of Emergency Services Dispatch  
Discussion  
Donna Barlow Casey, Town Manager**

- V. Manager's Report**
- VI. Potential and/or Future Agenda Items**
- VII. Warrant/Report #3**
- VIII. Supplemental Warrant**
- IX. Meeting Minutes of July 11 and 18**
- X. Executive Session Per V.S.A. Title 1 Section 313**
  - Personnel
- XI. Adjournment**

Posted July 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, and WCAX; and posted in two other places within the Town of Milton and filed with the Town Clerk.

Signed:  7.29.16  
Donna Barlow Casey, Town Manager

# RESOLUTION

## Town of Milton Selectboard



**WHEREAS**, for fifty years, the goal of Milton Rescue has been to provide, “the highest quality of care possible to those that are injured or sick in Milton or in neighboring towns, as requested;” and

**WHEREAS**, Milton Rescue was established in August 1966 as Milton Ambulance Service, Eldon Elwood and Norm Potvin were its founders, and approximately 420 persons have served as members; and

**WHEREAS**, in 1985, the Milton Ambulance Service was renamed Milton Rescue, and;

**WHEREAS**, Milton Rescue is now at the Advanced Emergency Medical Technician level, and has a roster of approximately 50 active members, including three high school cadets; and

**WHEREAS**, the members of Milton Rescue, both present and past, and their families that support them, provide an amazing 24 hours a day of dedicated service to the public, often under difficult circumstances, and they deserve the public’s gratitude and thanks.

**THEREFORE BE IT RESOLVED**, that the Town of Milton Selectboard congratulates Milton Rescue on its 50<sup>th</sup> Anniversary, and recognizes all current and past members for their excellence service and care provided to the community.

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

Attestation: \_\_\_\_\_

# RESOLUTION

## Town of Milton Selectboard



**WHEREAS**, the 2016 Independence Day fireworks display in Milton was extraordinary; and,

**WHEREAS**, Green Mountain Pyrotechnics works for months to prepare the display; and,

**WHEREAS**, the pyrotechnics manager continues to bring a level of passion to the event that is above and beyond the normal call of duty; and,

**WHEREAS**, the nearly 30-minute display, with its phenomenal bursts of color and sound and spectacular finale, creates memories for years to come.

**THEREFORE, BE IT RESOLVED**, the Milton Selectboard wishes to express its continued appreciation to local businessman and the pyrotechnics manager of the annual event, Mr. Michael Boisjoli, whose enthusiasm and dedication to the Milton community and the annual Independence Day fireworks display is truly first-rate.

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

Attestation: \_\_\_\_\_



# TOWN OF MILTON, VERMONT

## Legislative and Fiscal Analysis of Requested Selectboard Actions

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### Setting the FY17 Tax Rate

**Date: August 1, 2016**

When we advertised the budget for FY17, the Selectboard and the Administration told the voters that we expected no change in the Tax Rate for Fiscal Year 17. That rate is \$0.5188.

#### **Legislative Analysis:**

There are two basic tax rates in the Town of Milton

**Municipal Tax Rates** –The municipal legislative body (most often with the advice of the treasurer) sets the tax rate or rates needed to raise money for municipality highway and general fund expenses. The municipal rate is levied against the municipal grand list.

**Education Tax Rates** – A homestead education tax rate and a nonresidential education tax rate are set annually by the commissioner of taxes. The education tax rates are to be levied against all homestead and nonresidential parcels on the education grand list.

Since the **Education Tax Rate is set by the state**, nothing herein relates to that rate or process. The State's Notice of Education Tax Rates page is included for your information only. **The NON-RESIDENTIAL rate went from \$1.4575 in FY16 to \$1.4817, an increase of 2.42¢, for FY17 and the RESIDENTIAL rate stayed the same at \$1.4013.**

The NON-RESIDENTIAL tax rate is not controlled by any action here in the Town of Milton, except the value of our Common Level of Appraisal. So no vote of the citizens or actions of the School or Select Boards had anything to do with this tax rate increase.

#### **Fiscal Analysis:**

We are required to contribute to the TIF fund 75% of the town portion of the incremental tax collected on properties in each TIF district. The amount of the TIF transfer is dependent on the tax rate, we can't know how much will be required to be transferred until the tax rate is set. This creates a circular formula. That means, the tax rate determines the TIF transfer, the TIF transfer is a factor in determining the tax rate. **SO we use the prior year transfer to set the rate for the following year.**

When setting the tax rate for FY16 we used the FY15 transfer amount. Because of the tax rate increase for FY16, the transfer was larger in FY16 than expected. We learned the transfer amount in March of 2016, after the budget was approved by the voters for FY17. When we applied the FY16 transfer to the FY17 tax rate calculation, there would be an increase in the tax rate 43/100 of a cent.

In order to keep our word to the voters, I am suggesting that the Board reduce the adopted budget for FY17 by the amount necessary to keep the tax rate the same as last year. This amount is \$47,171.00.

I am confident that the result of the financial activity for FY16 will increase the Fund Balance by well in excess of \$100,000. When that number is confirmed by the audit firm, the Board may want to restore the budget to the voters approved amount by "Assigning" a portion of the Fund Balance for that purpose. The result will be that the voter approved budget will be intact and the promise of no tax rate change will be met.

There is a line in the budget, 10-70-470-910.19 Inter-fund Loan Impact Fee Principal in the amount of \$100,000. If we reduce this line to \$52,829.00 (\$100,000 - \$47,171) this would achieve the desired results. The table below and my tax rate recommendation are based on this action. In March 2015 at Town Meeting Day, the voters approved \$5,446,251 to be raised by taxes to support the general operations of the Town. This suggestion is to reduce that amount by \$47,171.00.

Milton voters have exempted several properties from taxes, and there are properties that are owned by the town for which no taxes are collected, we are still liable for the education taxes on those properties. This increases the tax rate by \$0.00185.

Milton voters have authorized the exemption of up to \$40,000 of property taxes for qualifying disabled veterans. The State pays the education taxes on the first \$10,000 of those exemptions; the town is liable for the education taxes on the remaining \$30,000 per exemption. This increases the tax rate by \$0.00186.

In addition, there are several articles passed in 2012 and 2013 to raise additional money for specific reserve funds within the town.

Fire and Rescue Reserve Fund passed in March 2012 for \$0.0075

Roads and Sidewalk Restoration Fund passed in March 2012 for \$0.0050

Public Recreation Capital Reserve Fund passed in March 2013 for \$0.0050

The attached spreadsheet details the calculation of the tax rate considering all these items.

This table shows the resulting tax rate and breakdown for the tax bills.

		FY16	FY17	Increase
Town Tax Rate	Adjusted Budget	\$0.4783	\$0.4743	-.0040
	TIF Adjustment	\$0.0192	\$0.0232	+.0040
<b>Total Town Tax Rate</b>		<b>\$0.4975</b>	<b>\$0.4975</b>	<b>+.0000</b>
Local Rate	Exempt Properties	\$0.00184	\$0.00185	+.00001
	Veterans Exemptions	\$0.00187	\$0.00186	-.00001
	Fire and Rescue	\$0.0075	\$0.0075	.00000
	Road and Sidewalk	\$0.0050	\$0.0050	.00000
	Recreation	\$0.0050	\$0.0050	.00000
<b>Total Local Rate</b>		<b>\$0.0212</b>	<b>\$0.0212</b>	<b>.00000</b>
<b>Total Municipal Tax Rate</b>		<b>\$0.5188</b>	<b>\$0.5188</b>	<b>+.0000</b>

**Recommended Action:**

The following two motions would be appropriate for changing the budget and setting the Municipal Tax rate.

**“I move that we reduce the adopted budget by \$47,171.00 by reducing account 10-70-470-910.19 Inter-fund Loan Impact Fee Principal from \$100,000 to \$52,829.00.”**

**“I move that we set the Municipal Tax Rate for FY2017 at \$0.5188.**

**AGAIN The idea is to restore the budget if and when the independent auditors determine the change to the General Fund Fund Balance.**

**Prepared by:** John C. Gifford, Town Treasurer

**Attachments:** Tax Rate Calculation Sheet  
Vermont Department of Taxes Notice of Education Tax Rate for FY17

**Town Rates**

**Actual from 411**

**\$11,270,099.51**

Municipal Grandlist 7/22/2015  
AMOUNT TO BE RAISED BY TAXES

From Grand List Report  
Amount used to Generate Tax Rate  
Approved TMD 2016

**\$11,381,276.41**  
\$5,399,080.00  
\$5,446,251.00  
-\$47,171.00

Municipal Tax Rate 2016/17

Amt to be raised divided by GL

\$0.474383

\$0.478396

Local Contracts & Exemptions

From Grand List Report

**\$14,236**

**\$14,236**

School Non- Residential Rate

From Dept of Taxes rates

\$1,4817

\$1,4575

School Taxes due on exempt property

GL \* Non-Res Rate

\$21,093.93

\$20,749.41

Municipal Grandlist 7/22/2015

From Grand List Report

**\$11,381,276.41**

**\$11,270,099.51**

School Taxes due on exempt property

From above two rows

\$21,093.93

\$20,749.41

Local Agreement Tax Rate

School Taxes divided into GL

\$0.00185

\$0.00184

VETERAN EXEMPTIONS> 10K  
SCHOOL RESIDENTIAL RATE

From Grand List Report

**\$15,070**

**\$15,070**

From Dept of Taxes rates

\$1,4013

\$1,4013

Exemptions \* School Tax Rate

\$21,117.87

\$21,117.87

Municipal Grandlist 7/22/2015

From Grand List Report

**\$11,381,276.41**

**\$11,270,099.51**

School Taxes due on VETERANS EXEMPTIONS

From above two rows

\$21,117.87

\$21,117.87

TAX RATE ON VETERANS EXEMPTIONS ART #8 MARCH/2011

School Taxes divided into GL

\$0.00186

\$0.00187

Fire and Rescue Reserve Fund ART #5 MARCH /2012

\$0.0075

\$0.0075

Road and Sidewalk Restoration Reserve Fund ART #7 MARCH /2012

\$0.0050

\$0.0050

Public Recreation Capital Reserve Fund ART #5 MARCH / 2013

\$0.0050

\$0.0050

Municipal Grandlist 7/22/2015

FY 17

\$11,381,276.41

FY 16

\$11,270,099.51

Municipal Tax Rate 2015/16

\$ 0.474383

\$ 5,399,080.00

\$ 0.478396

\$ 5,391,568.00

Local Agreement Tax Rate

\$ 0.001853

\$ 21,093.93

\$ 0.001841

\$ 20,749.41

Veterans Exemption Tax Rate

\$ 0.001855

\$ 21,117.87

\$ 0.001874

\$ 21,117.87

Fire and Rescue Reserve Fund

\$ 0.007500

\$ 85,359.57

\$ 0.007500

\$ 84,525.75

Road and Sidewalk Restoration Reserve Fund

\$ 0.005000

\$ 56,906.38

\$ 0.005000

\$ 56,350.50

Public Recreation Capital Reserve Fund

\$ 0.005000

\$ 56,906.38

\$ 0.005000

\$ 56,350.50

TIF municipal taxes to TIF District

\$ 0.023252

\$ 264,634.27

\$ 0.019232

\$ 216,746.10

TOTAL MUNICIPAL TAX RATE 2015/16

\$ **0.518843**

\$ 5,905,098.41

\$ 0.518843

\$ 5,847,408.12

Total municipal taxes raised 2016

\$ 5,905,098.41

\$ 5,847,408.12

Municipal Grandlist 7/22/2015

Uses the amount transferred

**\$11,381,276.41**

**\$11,270,099.51**

TIF municipal taxes to TIF District

In FY 16 to project an amount

\$ 264,634.27

\$ 216,746.10

to be transferred in for FY17

\$ 0.232517

\$ 0.0492320

Tax Rate to support the budget in FY 16:  
Tax rate calculated above for FY17:

\$0.5188  
\$0.5188  
\$0.0000

Vermont Department of Taxes

NOTICE of  
EDUCATION TAX RATES for FISCAL YEAR 2017

TOWN OF MILTON

Prepared: July 1, 2016

**NON-RESIDENTIAL TAX RATE**

Non-Residential Tax Rate to be Assessed: \$ 1.4817

**HOMESTEAD TAX RATE**

Homestead Tax Rate to be Assessed: \$ 1.4013

The Homestead Education Tax Rate is based in part on the education spending per equalized pupil of all the pupils residing in your town. Many town districts are also members of union school districts. Each town and union school district will have a tax rate based on its spending per pupil. For towns with multiple school districts, the tax rate is a combination of those rates.

Town-specific information on education tax rate calculations will be available on the Department of Taxes website at:

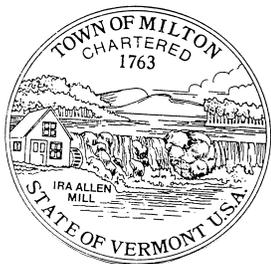
*<http://www.tax.vermont.gov>*

By law, the legislative body in each municipality shall bill each property taxpayer at the homestead or non-residential rate as determined by the Commissioner for their municipality.  
32 V.S.A. Sec. 5402(b)(1)

If you have questions about your education tax rates, please call the Vermont Department of Taxes at (802) 828-5860.

**ORIGINAL:** Chair Selectboard / City Council

**COPY:** Town / City Treasurer



# TOWN OF MILTON, VERMONT

## Legislative and Fiscal Analysis of Requested Selectboard Actions

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### Award 2017 Engineering and Paving Services Contract

**Date:** August 1, 2016

**Legislative Analysis:** The Town of Milton requested proposals from qualified engineering contractors/consultants to provide management services for general infrastructure and road projects, and to manage its paving program for fiscal year 2017. We received several phone calls from firms but only the one response from Donald L. Hamlin Consulting Engineers, Inc. (DLHCE). Timing was identified as a reason for the lack of responsiveness. DLHCE has served as the Village Engineer for 20 years to the Village of Essex Junction.

The RFQ was identified as a *best value contract and award*. This means that cost is to be only one factor in determining the accepted proposal. We asked Proposers to demonstrate: an ability to perform the types of services identified in the RFQ in an environment similar to Milton; clearly show that their firm is the best option for Milton in terms of flexibility and short/long term budgetary planning; provide sufficient detail on their firm's capacities and experience to convince us that they possess the expertise desired.

The proposal was reviewed by committee consisting of Dustin Keelty, Erik Wells and Donna Barlow Casey and determined that it met the proposal requirements. Because DLHCE is currently working on the McMullen Road sidewalk, and we have met the majority of their team, and Erik and Dustin are working with several of their staff, we did not ask for an interview.

The breadth of services sought was as follows:

- Coordinate the FY 2017 Paving program for the Town and provide Clerk-of-the-Works project management. The Town has identified sections of North Road, Sanderson Road and Middle Road as its primary areas for paving during the current fiscal year. Work will include: evaluating the sections of these roadways and making a recommendation regarding the scope of the paving work to take place; writing request for proposals (RFPs) for paving contractors and managing the bid analysis and award; and serving as construction inspectors for the paving work ensuring scope, quantities and quality control is followed. As part of the latter responsibility, the Town expects daily email communication of anticipated work to be sent to residents and interested parties who pre-register to receive this information. Additionally, the Contractor/Consultant's identified Project Manager may be required to present to the Milton Selectboard at a regular or special Board meeting on the work being undertaken.
- Prepare preliminary engineer's estimate of probable cost for one or more projects; undertake cost benefit analysis; conduct data gathering, meet, as necessary, with the Town of Milton Selectboard, Public Works Department, Recreation Department, as well as Committees and Commissions of the Town, such as Recreation, Conservation, Planning, DRB and others as may be necessary, in order to understand the desired outcome of the project, obtain current information, and review the existing reports and field conditions.

- Advise on and/or undertake projects that fall into the following categories of work: stormwater, drainage, infrastructure acceptance, site inspection, wetlands, and State of Vermont and Railroad procedures.

**Fiscal Analysis:**

They have successfully served the Village of Essex in this capacity. Their bid for the McMullen Road sidewalk was the most cost effective submittal received, and their price list for this new contract reflects the same hourly rate structure, ranging from a high of \$158.00/hr for the work of their Principal to \$82.00 for an Engineering Technician.

The firm has a small staff of seven (7) people, which limits overhead and allows us to receive direct attention from highly qualified staff during every project. We believe that this presents us with an opportunity that brings additional benefits to the Town and will be especially valuable during this year, when we are behind on what would be a typical timeframe for paving.

We are pleased with the oversight and work performed to date by DLHCE on the McMullen Road sidewalk. They are timely, professional, and solutions orientated; communicative with the Town, vendors, and residents; suggest modifications that add value, increase quality and are cost effective. They anticipate situations that arise due to unanticipated site conditions, contact Erik and/or Dustin for input and quickly present options. The Supervising Engineer accompanies Erik to meet with residents who register concerns, projects a professional and respectful demeanor and works to educate on/resolve issues. In spite of citizen concerns registered with the Town Manager's office about the McMullen project, most have been found to lack merit, and the few that have had some validity were primarily operational and corrected immediately (site clean-up for instance.)

**Recommended Action:**

Authorize the Town Manager to negotiate terms of agreement and clear scope of work for FY '17 with DLHCE in an amount not to exceed \$50,000.\*

\*Consultation with granting entities is underway to determine if some work by DLHCE would be grant reimbursable.

Document prepared by Donna Barlow Casey, Town Manager, with input and comment on direct experience provided by Erik Wells, Director of Administration and Dustin Keelty, DPW Operations Supervisor.



# TOWN OF MILTON, VERMONT

## Legislative and Fiscal Analysis of Requested Selectboard Actions

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### FY '17 Patch Paving, Sand and Salt

**Date:** August 1, 2016

**Legislative Analysis:** There exists a need for patch paving work in FY '17 in areas where culverts have been replaced, water and sewer repairs and other instances where the pavement needed to be excavated. Dustin Keilty and Bruce Trombly in the Highway Department have reached out to several vendors both commercial and residential contractors to obtain price quotes and availability to do work (see below in fiscal analysis). There were a few residential driveway contractors who were not interested in performing this type of work. All of the commercial contractors stated that they were also too busy, and only one offered to perform the work as filler work, in their current schedule. This would be on days that it was raining on one of their main jobs, or partial days where they had a hole in the schedule, and couldn't have a set time of when everything could be completed.

In addition, purchase orders for winter sand and salt will be required for the upcoming season and each of these purchases will exceed \$10,000.

### **Fiscal Analysis:**

Staff recommendation is to waive the bidding process and enter into agreements on purchase orders exceeding \$10,000 for:

- Pavement Patching: Work with Over The Top Contracting, LLC for the current construction season based on a per ton cost of \$165.00/ton, to perform work as needed in the paving of patches, created by our work. Request for open purchase order at \$50,000 to come from the FY '17 paving budget.
- Winter Sand: A. Nadeau and Company Sand and Stone at \$8.30 per ton (price until March 31, 2017). Request for open purchase order at \$27,000 as approved in the FY '17 budget.
- Winter Salt: Cargill at \$74.35 per ton based on the State Bid price for VTrans District 5. Request for open purchase order at \$160,000 as approved in the FY '17 budget.

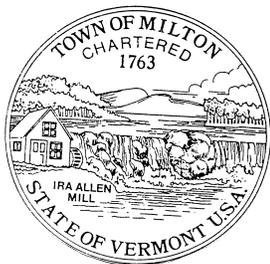
Other estimates were as follows for Pavement Patching:

- A+ Service ranged from \$248.00-\$331.00/ton based on the type of work
- GW Paving \$215 - \$284.00/ton
- ECI \$250.00-\$300.00
- Pike +/- \$150.00/ton, not interested
- FW Whitcomb +/- \$150-200.00 not interested
- SD Ireland \$200.00/ could not guarantee a time the work would be completed

For Winter Sand, the following additional inquiries were made:

- Hinesburg Sand & Gravel: \$9.50/ton (price may change)
- Tatro – no washed sand available

Document prepared by Erik Wells, Director of Administration with researched conducted by Dustin Keelty, DPW Operations Supervisor



# TOWN OF MILTON, VERMONT

## Legislative and Fiscal Analysis of Requested Selectboard Actions

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### Merger or Consolidation of Emergency Services Dispatch - Date: July 25, 2016

#### Legislative Analysis:

The CCRPC is seeking consulting assistance to draft a path forward for merger or consolidation of emergency services dispatching among a number of Chittenden County municipalities. The study will include Burlington, Colchester, Essex, Hinesburg, Milton, Richmond, South Burlington, Shelburne, Williston and Winooski. It will be led by the managers of these participating municipalities, with the assistance of Police and Fire Chiefs, and facilitated by the CCRPC. A committee with appropriate representation will review consultant responses, conduct interviews as necessary or appropriate, select a consultant and oversee the project. The final report is to be delivered no later than December 30, 2016. The proposed maximum budget for this project is \$45,000.

A related undertaking was established via the Legislature's Act 118, Section 2. - copied as an addendum to this document for easy reference. This project is to be completed on or before January 15, 2017. The complete Act can be viewed here:

<http://legislature.vermont.gov/assets/Documents/2016/Docs/ACTS/ACT118/ACT118%20As%20Enacted.pdf>

This study will both assess current circumstances within the existing dispatch systems and operations, and present one or more achievable models for a more regionalized approach to emergency services dispatch. It is anticipated that this could be an incremental approach, whether starting with one service and consolidating multiple municipalities, or could be an "all in" strategy incorporating all emergency services (Police, Fire, Rescue) for those municipalities that wish to join together.

Issues identified to date to be covered are:

- Opportunities and Challenges
- Finances
  - Initial capital or operational costs involved in merger
  - Ongoing capital or operational costs or savings after "year one"
- Human Resource, Labor Contracts, Staffing, Seniority, Command Structure
- Space and equipment needs
- Drivers and barriers to implementation
- Legal, political, structural issues (both internal and external)
- Operational effectiveness – improved, expanded, or integrated services? Reduced duplication?
- Politics or institutional inertia (internal/external)
- Communication – (internal/external)
- Questions/concerns related to accountability, responsiveness, fiscal and operational control
- Lifespan and interoperability of equipment (in-house and for agencies being dispatched)
- Physical locations for dispatch operations
- Governance structure

It is anticipated that the final report will also offer guidance and experience from other jurisdictions on facilitating constructive community dialogue within and between communities.

**Fiscal Analysis:**

CCRPC members have been asked to contribute \$5,000 each towards this study. Of the ten (10) community members, six (6) have received approval of their local elected officials to contribute, two (2) Boards have declined, two (2) have yet to deliberate.

**Recommended Action:**

It is in the best interest of the Town of Milton to take an active interest in the study as it is reasonable to expect that our current arrangement with the Town of Colchester could be substantially altered as a result of the study’s findings. I recommend that Milton contribute to this effort.

**Prepared By:** Donna Barlow Casey, Town Manager

**Addendum**

**No. 118. An act relating to law enforcement, 911 call taking, dispatch, and training safety.  
(H.130)**

It is hereby enacted by the General Assembly of the State of Vermont:

\* \* \* Law Enforcement Officer Regulation Study Committee \* \* \*  
\* \* \* E-911, Dispatch, and Call-taking Services \* \* \*  
\* \* \*

**Sec. 2. E-911; DISPATCH; WORKING GROUP**

(a) Creation and duties of working group.

(1) A working group shall be formed to study and make recommendations regarding:

(A) the most efficient, reliable, and cost-effective means for providing statewide call-taking operations for Vermont’s 911 system; and

(B) the manner in which dispatch services are currently provided and funded, including funding disparity, and whether there should be any changes to this structure.

(2) Among other things, the group shall make findings related to the financing, operations, and geographical location of 911 call-taking services. In addition, the group’s findings shall include a description of the number and nature of calls received, and an evaluation of current and potential State and local partnerships with respect to the provision of such services.

(3) The group shall take into consideration the “Enhanced 9-1-1 Board Operational and Organizational Report,” dated September 4, 2015.

(4) The group’s recommendations shall strive to achieve the best possible outcome in terms of ensuring the health and safety of Vermonters and Vermont communities.

(b) Membership. Members of the working group shall include a representative from each of the following entities: the Enhanced 911 Board; the Department of Public Safety; the Vermont State Employees’ Association; the Vermont League of Cities and Towns; the Vermont State Firefighters’ Association; the Vermont Ambulance Association; the Vermont Association of No. 118 Page 5 of 15 2016

By due date and vendor name for check acct 1(GENERAL FUND) and due dates 08/02/16 thru 08/02/16

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
-----							
21526 AMERIGAS - SOUTH BURLINGTON							
	3054165788	500 gal propane generator	50-10-410-621.00	NATURAL GAS	0.00	87.89	
13597 ARROW INTERNATIONAL, INC							
00012045	94074635	IO DRILL	10-20-422-612.00	GENERAL SUPPLIES	150.00	125.65	
28653 BARLOW-CASEY, DONNA							
	072016	rfrshmnts 7/16 SB & Jnt P	10-10-416-612.00	GENERAL SUPPLIES	0.00	18.97	
17950 BCBSVT							
	41790001625	Aug prem medical	10-10-410-210.10	GROUP HEALTH INSURANCE	0.00	1,929.08	
	41790001625	Aug prem medical	10-10-412-210.10	GROUP HEALTH INSURANCE	0.00	3,448.04	
	41790001625	Aug prem medical	10-10-413-210.10	GROUP HEALTH INSURANCE	0.00	2,531.60	
	41790001625	Aug prem medical	10-20-420-210.10	GROUP HEALTH INSURANCE	0.00	11,225.12	
	41790001625	Aug prem medical	10-20-421-210.10	GROUP HEALTH INSURANCE	0.00	711.38	
	41790001625	Aug prem medical	10-20-422-210.10	GROUP HEALTH INSURANCE	0.00	711.38	
	41790001625	Aug prem medical	10-30-429-210.10	GROUP HEALTH INSURANCE	0.00	1,518.96	
	41790001625	Aug prem medical	10-30-430-210.10	GROUP HEALTH INSURANCE	0.00	4,268.28	
	41790001625	Aug prem medical	10-30-432-210.10	GROUP HEALTH INSURANCE	0.00	253.16	
	41790001625	Aug prem medical	10-40-441-210.00	Group Health Ins	0.00	195.63	
	41790001625	Aug prem medical	10-50-451-210.10	GROUP HEALTH INSURANCE	0.00	1,012.64	
	41790001625	Aug prem medical	10-50-452-210.10	Group Health Insurance	0.00	1,422.76	
	41790001625	Aug prem medical	10-60-461-210.10	GROUP HEALTH INSURANCE	0.00	1,733.45	
	41790001625	Aug prem medical	50-10-410-210.10	GROUP HEALTH INSURANCE	0.00	506.32	
	41790001625	Aug prem medical	55-20-420-210.10	GROUP HEALTH INSURANCE	0.00	506.32	
					0.00	31,974.12	
-----							
16874 BEN'S UNIFORMS INC							
00200151	68876	Corbin jacket for Academy	10-20-420-650.00	UNIFORMS	445.00	340.00	
19000 BOND AUTO PARTS, INC.							
00003671	17IV056028	air hose connector g plug	10-30-430-430.10	VEHICLE MAINTENANCE	2.42	2.42	
00001793	17IV057139	pmping station part	55-20-420-612.00	GENERAL SUPPLIES	7.89	7.89	
					10.31	10.31	
-----							
27806 BUSINESS CREDIT CARD SERVICES							
00008708	19516165007W	bckgrn chk	10-10-416-330.00	OTHER PROFESSIONAL	30.00	30.00	
00006661	533532358	Treanor 9/9 St Gov Muni D	10-60-461-820.00	PROFESSIONAL DEVELOPMENT	25.00	25.00	
00006665	535271973	Bonges 9/9 St Gov Muni Da	10-60-461-820.00	PROFESSIONAL DEVELOPMENT	25.00	25.00	
					80.00	80.00	
-----							
22764 CALKINS NETWORKS LLC							
00051795	4620	7/16-6/17 annl bckup	10-50-451-613.00	Technology	300.00	300.00	
00051798	4637	remote trblshoot dr cntr	10-50-451-613.00	Technology	31.25	31.25	
					331.25	331.25	
-----							
54050 CASELLA WASTE SYSTEMS INC							
	2548949	June rubish removal	10-30-432-421.00	DISPOSAL & REFUSE	0.00	500.98	

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PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	2548949	June rubbish removal	50-10-410-421.00	DISPOSAL & REFUSE	0.00	32.00	
	2548949	June rubbish removal	55-20-420-421.00	DISPOSAL & REFUSE	0.00	502.83	
					0.00	1,035.81	
24899 CHAMPLAIN VALLEY EQUIPMENT, INC.							
	CS59739A	woods mower blade kit	10-30-430-430.00	REPAIRS MAINTENANCE	0.00	234.62	
26250 CHITTENDEN SOLID WASTE DISTRICT							
	20166-MIL	June biosolids 23.21 tn	55-20-420-340.00	TECHNICAL SERVICES	0.00	2,007.14	
26950 CLARK'S TRUCK CENTER							
	00012049	375994 extguisher cab amb #601	10-20-422-430.10	VEHICLE/EQUIP.MAINTENANCE	91.67	91.67	
27210 CLEAN WATERS, INC							
	00001803	8021 2290# polymer chrg-pack	55-20-420-612.00	GENERAL SUPPLIES	7,841.46	7,841.46	
	00001795	8032 3K gal cal nitrate	55-20-420-612.00	GENERAL SUPPLIES	6,480.00	6,480.00	
					14,321.46	14,321.46	
27398 COLCHESTER BASEBALL							
	00005797	0004-16 21 players camp	10-50-452-831.00	REVENUE PROGRAMS	2,400.00	1,654.00	
	00005797	0004-16 21 players camp	10-50-452-831.10	SCHOLARSHIP FR REV.PROG	240.00	26.00	
					2,640.00	1,680.00	
27380 COMCAST							
	43126-JUL16	8/1-31 internet	10-50-451-530.20	COMMUNICATIONS-OTHER	0.00	20.00	
	82991-JUL16	7/24-8/24 garage internet	10-30-430-530.20	COMMUNICATIONS-OTHER	0.00	95.56	
					0.00	115.56	
27785 CONWAY OFFICE SOLUTIONS							
	00051800	IN394195 7/15-8/14/16 prntr & over	10-50-451-550.00	PRINTING AND BINDING	101.85	101.85	
28150 CROSS, WALTER JR							
	2016Q3	Q3 '16 pound keeper fees	10-20-423-320.00	PROFESSIONAL SERVICES	0.00	60.00	
	2016Q3	Q3 '16 pound keeper fees	10-20-423-510.00	CARE & KEEP-DOGS & CATS	0.00	450.00	
	2016Q3	Q3 '16 pound keeper fees	10-20-423-510.00	CARE & KEEP-DOGS & CATS	0.00	492.00	
	2016Q3	Q3 '16 pound keeper fees	10-20-423-580.00	TRAVEL	0.00	77.76	
	2016Q4	2016 Q4 pound keeper fees	10-20-423-320.00	PROFESSIONAL SERVICES	0.00	40.00	
	2016Q4	2016 Q4 pound keeper fees	10-20-423-510.00	CARE & KEEP-DOGS & CATS	0.00	348.00	
	2016Q4	2016 Q4 pound keeper fees	10-20-423-510.00	CARE & KEEP-DOGS & CATS	0.00	450.00	
	2016Q4	2016 Q4 pound keeper fees	10-20-423-580.00	TRAVEL	0.00	40.07	
					0.00	1,957.83	
28437 CUSI							
	00200169	072016 sex crime unit bsd pop/yr	10-20-420-570.00	C.C.SPECIAL INVESTIGATION	15,987.00	15,987.00	

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32843 FIRE SAFETY USA							
00011054	91180	fire hose	10-20-421-430.10	VEHICLE/EQUIP MAINTENANCE	940.00	940.00	
00011054	91194	repl failed hrd sctn hose	10-20-421-430.10	VEHICLE/EQUIP MAINTENANCE	4,095.00	4,095.00	
00011050	91298	2 rope bags	10-20-421-740.00	MACHINERY/EQUIPMENT	212.50	212.50	
					5,247.50	5,247.50	
32958 FISHER SCIENTIFIC							
00001784	9793409	lab tst st rpt	55-20-420-612.00	GENERAL SUPPLIES	611.45	611.45	
33210 FLEET BUSINESS PROD OF VT INC DBA							
00007225	E302396	perf utility paper	10-10-413-550.00	PRINTING & BINDING	302.13	302.13	
00007225	E302399	5K tax bills	10-10-413-550.00	PRINTING & BINDING	768.60	768.60	
					1,070.73	1,070.73	
34350 GALE/CENGAGE LEARNING							
00051794	58316952	lg print bks adult	10-50-451-640.35	BOOKS-LARGE PRINT	99.41	99.41	
00051799	58353365	lg adlt bks july	10-50-451-640.35	BOOKS-LARGE PRINT	23.39	23.39	
					122.80	122.80	
34300 GALL'S INC							
00200149	5697529	jump boot Corbin academy	10-20-420-650.00	UNIFORMS	111.54	111.54	
36878 GRAY ROCK QUARRY LLC							
00003674	5768	slope stone	10-30-430-602.20	PLANT MIX / GRAVEL	45.84	45.84	
37584 GREEN MOUNTAIN LIBRARY CONSORTIUM							
00051791	V16-1827	library catalog softwr	10-50-451-310.00	OFFICIAL/ADMINISTRATIVE	1,460.61	1,460.61	
31791 HANSEN, ANNETTE							
00005806	168	sppls felting prgrm 7/28	10-50-452-612.00	GENERAL SUPPLIES	65.00	65.00	
40700 INGRAM LIBRARY SERVICES							
00051785	61051284	july adlt bks	10-50-451-640.10	BOOKS-ADULTS	476.79	476.79	
00051785	61052014	july adlt bks	10-50-451-640.10	BOOKS-ADULTS	16.10	16.10	
00051785	61052613	july adlt bks	10-50-451-640.10	BOOKS-ADULTS	32.25	32.25	
00051785	61053539	july adlt bks	10-50-451-640.10	BOOKS-ADULTS	32.34	32.34	
00051788	61055002	Adlt Audiobks July	10-50-451-640.15	AUDIOS	174.49	174.49	
00051786	61055916	july audio children	10-50-451-640.15	AUDIOS	21.99	21.99	
00051785	61056525	july adlt bks	10-50-451-640.10	BOOKS-ADULTS	15.55	15.55	
00051785	61058784	july adlt bks	10-50-451-640.10	BOOKS-ADULTS	27.05	27.05	
00051785	66729090	july adtl bks	10-50-451-640.10	BOOKS-ADULTS	59.53	59.53	
00051785	66731113	adlt july bks	10-50-451-640.10	BOOKS-ADULTS	9.74	9.74	
00051788	66731114	july adlt audiobks	10-50-451-640.15	AUDIOS	60.10	60.10	
					925.93	925.93	
49931 JOHNSON HARDWARE & RENTAL							
00003672	AI50502	rntl mini excvtr 389 N Rd	10-30-430-442.00	RENTAL OF EQUIPMENT/VEHIC	365.00	365.00	

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-----							
39559 LAFOUNTAIN, GORDON							
	071416	reimburse due to develope	10-00-000-256.00	DUE TO DEVELOPERS	0.00	443.00	
44592 LARENTE, EDOUARD							
	071616	Apr-June gym mbrshp reim	10-20-420-825.00	Gym Membership	0.00	119.85	
46680 LHS ASSOCIATES INC							
00007228	51582	ballot coding Aug Primary	10-10-402-340.00	TECHNICAL	1,034.00	1,034.00	
46973 LOCKE, PAUL							
	070716	annl awrd bnqt crt offer	10-20-420-330.00	OTHER PROFESSIONAL	0.00	26.57	
39685 MARLIN ENVIRONMENTAL INC							
00005793	107201	July pro-rated port o le	10-50-452-442.00	RENTAL OF EQUIPMENT	40.00	40.00	
00005793	107365	July 2 portlets Bombardie	10-50-452-442.00	RENTAL OF EQUIPMENT	200.00	200.00	
					-----	-----	
					240.00	240.00	
48058 MAYVILLE, PHYLLIS MARY							
00200156	071116	Raymnd hem 2 pants	10-20-420-650.00	UNIFORMS	20.00	20.00	
49500 MCRAE AUTO SERVICE							
	13456	rpr '09 chev p/u june	10-30-430-430.10	VEHICLE MAINTENANCE	0.00	1,716.67	
00011053	13475	'96 gmc rust brks & u blt	10-20-421-430.10	VEHICLE/EQUIP MAINTENANCE	921.76	921.76	
					-----	-----	
					921.76	2,638.43	
48467 MILTON ACE HARDWARE LLC							
00009357	15482/4	wasp killer at MOPC	10-30-432-430.00	REPAIR & MAINT-FACILITIES	47.88	47.88	
00001789	15558/4	cpl/elbow waterline basin	50-10-410-612.00	GENERAL SUPPLIES	3.46	3.46	
00001789	15586/4	coupl hs RT7 pmp sttn	55-20-420-612.00	GENERAL SUPPLIES	4.99	4.99	
					-----	-----	
					56.33	56.33	
53500 MILTON POST OFFICE							
00006663	080216	500 pstcrds abutters note	10-60-461-610.00	POSTAGE	190.00	190.00	
53950 MILTON RENTAL & SALES CENTER INC							
00003666	1-3982	rpr cut off saw	10-30-430-612.00	GENERAL SUPPLIES	43.39	43.39	
00009347	1-529672	line weed trim, tire mowr	10-30-432-430.10	REPAIR & MAINT-EQUIPMENT	175.40	175.40	
00003666	1-529923	air fltr DR transmission	10-30-430-612.00	GENERAL SUPPLIES	4.70	4.70	
00003666	1-529969	hwy marking paint	10-30-430-612.00	GENERAL SUPPLIES	53.52	53.52	
	CM062915	2015 outstndg credits clr	10-30-430-612.00	GENERAL SUPPLIES	0.00	-5.34	
	CM062915	2015 outstndg credits clr	10-30-430-612.00	GENERAL SUPPLIES	0.00	-3.41	
					-----	-----	
					277.01	268.26	
53875 MILTON SKI & RIDE CLUB, INC.							
00005787	071916	ski & ride club '16-'17	10-50-452-830.06	DOWNHILL SKI CLUB	300.00	300.00	

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53200 MILTON TOWN SCHOOL DISTRICT							
00005798	16/266	22 campers7/11-15 garden	10-50-452-831.00	REVENUE PROGRAMS	880.00	880.00	
52164 MYSTICAL MEHNDI							
00051797	071816	henna artist 2 hrs	10-50-451-330.10	PROFESSIONAL PROGRAMS	100.00	100.00	
57350 NEW ENGLAND MUNICIPAL RESOURCE							
	36843	grievance hearings asst 1	10-10-414-310.00	OFFICIAL/ADMINISTRATIVE	0.00	962.50	
	36890	Apr Lister 4/25	10-10-414-310.00	OFFICIAL/ADMINISTRATIVE	0.00	425.00	
	36891	Lister hrs May	10-10-414-310.00	OFFICIAL/ADMINISTRATIVE	0.00	2,200.00	
	36893	Lister's hrs June	10-10-414-310.00	OFFICIAL/ADMINISTRATIVE	0.00	2,950.00	
00004596	37022	import 1095C 3rd prty ven	10-10-413-340.00	TECHNICAL	62.50	62.50	
					62.50	6,600.00	
49865 NOEL, HANNAH							
00051801	4B	dehydrating & freezing ve	10-50-451-330.10	PROFESSIONAL PROGRAMS	150.00	150.00	
58200 NORTHEAST DELTA DENTAL							
	925-AUG16	august dental prem	10-10-410-210.15	GROUP DENTAL INSURANCE	0.00	157.56	
	925-AUG16	august dental prem	10-10-412-210.15	GROUP DENTAL INSURANCE	0.00	253.87	
	925-AUG16	august dental prem	10-10-413-210.15	GROUP DENTAL INSURANCE	0.00	230.14	
	925-AUG16	august dental prem	10-20-420-210.15	GROUP DENTAL INSURANCE	0.00	959.94	
	925-AUG16	august dental prem	10-20-421-210.15	GROUP DENTAL INSURANCE	0.00	61.65	
	925-AUG16	august dental prem	10-20-422-210.15	GROUP DENTAL INSURANCE	0.00	61.64	
	925-AUG16	august dental prem	10-30-429-210.15	GROUP DENTAL INSURANCE	0.00	34.27	
	925-AUG16	august dental prem	10-30-430-210.15	GROUP DENTAL INSURANCE	0.00	649.99	
	925-AUG16	august dental prem	10-30-432-210.15	GROUP DENTAL INSURANCE	0.00	145.89	
	925-AUG16	august dental prem	10-40-441-210.15	Group Dental Ins	0.00	8.98	
	925-AUG16	august dental prem	10-50-451-210.15	GROUP DENTAL INSURANCE	0.00	130.58	
	925-AUG16	august dental prem	10-60-461-210.15	GROUP DENTAL INSURANCE	0.00	155.87	
	925-AUG16	august dental prem	50-10-410-210.15	GROUP DENTAL INSURANCE	0.00	113.05	
	925-AUG16	august dental prem	55-20-420-210.15	GROUP DENTAL INSURANCE	0.00	113.05	
					0.00	3,076.48	
60199 PEAK ELEC MORTOR & PUMP SERV							
00001787	21663	bckup mtr decanters	55-20-420-430.15	EQUIPMENT REPAIR & MAINT.	268.87	268.87	
57535 PREISS, ANNETTE							
00009359	063016	plants for muni planted	10-30-429-612.00	GENERAL SUPPLIES	65.51	65.51	
62640 PRESCOTT, EJ INC							
	5095084	replenish rpr parts June	50-10-410-612.00	GENERAL SUPPLIES	0.00	1,623.63	
	5095084	replenish rpr parts June	55-20-420-612.00	GENERAL SUPPLIES	0.00	1,623.64	
					0.00	3,247.27	
62760 PUTNEY PRESS							
00007226	19596	vt gov directory	10-10-412-640.00	BOOKS & PERIODICALS	32.45	32.45	

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-----							
63713 RADIO NORTH GROUP INC							
00011048	24136961	10)10 pager batteries	10-20-421-740.00	MACHINERY/EQUIPMENT	200.00	205.50	
47861 RECORDED BOOKS INC							
00051792	75365375	50 mags subscripns yr	10-50-451-640.55	Electronic Resources	1,500.00	1,500.00	
67325 ROUND HILL FENCE INC							
	10461	security system	10-10-415-850.00	CONTINGENCY	0.00	5,000.00	
	10461	security system	10-20-420-740.00	MACHINERY & EQUIPMENT	0.00	21,603.00	
	10461	security system	10-20-421-740.00	MACHINERY/EQUIPMENT	0.00	3,000.00	
00001807	10482	7/14 svcs gate trblsht	55-20-420-340.00	TECHNICAL SERVICES	342.50	342.50	
					-----	-----	
					342.50	29,945.50	
64722 ROUSE TIRE SALES INC							
00003673	30073269	2 tires for lg equip trlr	10-30-432-430.10	REPAIR & MAINT-EQUIPMENT	300.00	313.00	
67300 ROWLEY FUELS INC							
	2482-JUL16	diesel tank town garage	10-30-430-625.00	DIESEL FUEL	0.00	1,647.37	
67482 RUSHFORD, SUNNY							
	071116	ret'd Sx Flgs tckts mistk	10-50-000-347.00	RECREATION FEES	0.00	39.00	
67494 RUTHERFORD, JOSEPH L							
	071516	7/18-22 camp cancl Bristl	10-50-000-347.00	RECREATION FEES	0.00	95.00	
68281 SAWMILL STUDIO L3C							
00005799	071516	10 +1 wdwrk class	10-50-452-831.00	REVENUE PROGRAMS	950.00	969.00	
60369 SEVEN DAYS NEWSPAPER							
00008707	165784	1 wk online ad - Resc chf	10-10-416-540.00	ADVERTISING	28.00	28.00	
72658 SPECIALTY VEHICLES, INC							
00012051	3774	upgrd inverter new ambul	10-20-422-430.10	VEHICLE/EQUIP.MAINTENANCE	400.00	400.00	
56300 STA OF VERMONT INC							
00005794	ACY100B00464	bus 7/13/16	10-50-452-831.00	REVENUE PROGRAMS	211.02	211.02	
73450 STATE OF VERMONT							
00020079	7624-9010	goodwin subdiv strmwtr op	10-30-429-360.00	CONTRACTED SERVICES	100.80	100.80	
48700 SYMQUEST GROUP INC							
	1045291	7/8-8/7/16 copier rent	10-10-412-430.20	PHOTOCOPIER MAINTENANCE	0.00	39.60	
21288 SYNCB/AMAZON							
00051787	2064242	adlt dvd july	10-50-451-640.50	VIDEOS	38.61	38.61	
00051787	2064242B	july adlt dvds	10-50-451-640.50	VIDEOS	101.88	101.88	
00051787	2064242C	july adlt dvds	10-50-451-640.50	VIDEOS	17.96	17.96	

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00051787	2064242D	adlt dvds transf	10-50-451-640.50	VIDEOS	61.55	58.92	
00200158	8279445	nat'l night out promo ite	10-20-420-830.00	YOUTH PROGRAM	37.24	37.24	
00200158	8279445B	promo items Nat'l nt-out	10-20-420-830.00	YOUTH PROGRAM	38.10	37.98	
	CR2064242	prc prtcn videos	10-50-451-640.50	VIDEOS	0.00	-0.03	
					-----	-----	
					295.34	292.56	
76719 THE TECH GROUP, INC.							
00007229	71273	1 yr renwl Barracuda spam	10-10-417-340.00	TECHNICAL	1,168.00	1,168.00	
76428 TOWN OF COLCHESTER							
	102042261200	apr-June ALS intercepts	10-20-422-612.00	GENERAL SUPPLIES	0.00	1,125.00	
76960 U.S. BANK EQUIPMENT FINANCE							
	309011583	7/10-8/10 copier & coverage	10-10-416-430.20	PHOTOCOPIER MAINTENANCE	0.00	564.49	
78210 UNIFIRST CORP							
	036 1754692	rent rags /uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	6.00	
	036 1754692	rent rags /uniforms	10-30-430-650.00	EMPLOYEE UNIFORMS	0.00	35.58	
	036 1754692	rent rags /uniforms	10-30-432-650.00	EMPLOYEE UNIFORMS	0.00	6.05	
	036 1755915	rent rags/uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	6.26	
	036 1755915	rent rags/uniforms	10-30-430-650.00	EMPLOYEE UNIFORMS	0.00	4.54	
	036 1755915	rent rags/uniforms	10-30-432-442.20	BUILDING MAT RENTALS	0.00	32.13	
	036 1755915	rent rags/uniforms	10-30-432-650.00	EMPLOYEE UNIFORMS	0.00	12.51	
	036 1755916	rent rags uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	6.00	
	036 1755916	rent rags uniforms	10-30-430-650.00	EMPLOYEE UNIFORMS	0.00	35.58	
	036 1755916	rent rags uniforms	10-30-432-650.00	EMPLOYEE UNIFORMS	0.00	6.05	
	036 1755917	mat/srags/uniforms rent	10-30-430-612.00	GENERAL SUPPLIES	0.00	11.75	
	036 1755917	mat/srags/uniforms rent	10-30-432-442.20	BUILDING MAT RENTALS	0.00	9.18	
	036 1755917	mat/srags/uniforms rent	50-10-410-650.00	EMPLOYEE UNIFORMS	0.00	18.48	
	036 1755917	mat/srags/uniforms rent	55-20-420-650.00	EMPLOYEE UNIFORMS	0.00	18.48	
	036 1757125	rent uniforms rags	10-30-430-612.00	GENERAL SUPPLIES	0.00	6.26	
	036 1757125	rent uniforms rags	10-30-430-650.00	EMPLOYEE UNIFORMS	0.00	4.54	
	036 1757125	rent uniforms rags	10-30-432-650.00	EMPLOYEE UNIFORMS	0.00	12.51	
	036 1757127	rent rags uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	11.75	
	036 1757127	rent rags uniforms	50-10-410-650.00	EMPLOYEE UNIFORMS	0.00	18.48	
	036 1757127	rent rags uniforms	55-20-420-650.00	EMPLOYEE UNIFORMS	0.00	18.48	
	036 1758380	rent rags uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	6.26	
	036 1758380	rent rags uniforms	10-30-430-650.00	EMPLOYEE UNIFORMS	0.00	4.54	
	036 1758380	rent rags uniforms	10-30-432-650.00	EMPLOYEE UNIFORMS	0.00	12.51	
	036 1758382	rental rags & mats	10-30-430-612.00	GENERAL SUPPLIES	0.00	11.75	
	036 1758382	rental rags & mats	50-10-410-650.00	EMPLOYEE UNIFORMS	0.00	18.48	
	036 1758382	rental rags & mats	55-20-420-650.00	EMPLOYEE UNIFORMS	0.00	18.48	
					-----	-----	
					0.00	352.63	
71063 US POSTAL SERVICE (NEOPOST POSTAGE-							
	072816	replenish mtr del. wtr &	10-00-000-190.00	PREPAID POSTAGE	0.00	2,000.00	
79800 VAN NOORDT, BRETT							
	071416	pest cntrl men's lckr rm	10-20-420-612.00	GENERAL SUPPLIES	0.00	5.29	

By due date and vendor name for check acct 1(GENERAL FUND) and due dates 08/02/16 thru 08/02/16

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	071416B	rplcmnt hose PD garage	10-20-420-612.00	GENERAL SUPPLIES	0.00	29.97	
	072216	pe-16-061 polygraph 6/8	10-20-420-330.00	OTHER PROFESSIONAL	0.00	350.00	
					0.00	385.26	
82984 VCJTC							
00200154	160711904	chief's mtg	10-20-420-820.00	PROFESSIONAL DEVELOPMENT	11.00	11.00	
49013 VERIZON WIRELESS							
	9768868039	7/19-8/18/16 phone base	10-10-410-530.20	COMMUNICATION-OTHER	0.00	61.08	
	9768868039	7/19-8/18/16 phone base	10-20-420-530.20	COMMUNICATIONS-OTHER	0.00	195.88	
	9768868039	7/19-8/18/16 phone base	10-20-421-530.20	COMMUNICATIONS-OTHER	0.00	33.80	
	9768868039	7/19-8/18/16 phone base	10-20-422-530.20	COMMUNICATIONS-OTHER	0.00	101.13	
	9768868039	7/19-8/18/16 phone base	10-30-429-530.20	COMMUNICATIONS-OTHER	0.00	16.90	
	9768868039	7/19-8/18/16 phone base	10-30-429-530.20	COMMUNICATIONS-OTHER	0.00	61.08	
	9768868039	7/19-8/18/16 phone base	50-10-410-530.20	COMMUNICATIONS-OTHER	0.00	40.01	
	9768868039	7/19-8/18/16 phone base	55-20-420-530.20	COMMUNICATIONS-OTHER	0.00	142.11	
					0.00	651.99	
79917 VERMONT ASSESSORS & LISTERS ASSOC.							
00014372	091916	'16-'17 mmbtr reg town	10-10-414-810.00	DUES & FEES	50.00	50.00	
80093 VERMONT CENTER FOR THE BOOK							
00051796	0114	conf 8/23 Dulac erly lrn	10-50-451-820.00	PROFESSIONAL DEVELOPMENT	20.00	20.00	
83900 VERMONT DEPARTMENT OF LABOR							
	091 1008 JUN q4	fy '16 unempl	50-10-410-250.00	Unemployment Compensation	0.00	499.39	
	091 1008 JUN q4	fy '16 unempl	55-20-420-250.00	Unemployment Compensation	0.00	499.40	
					0.00	998.79	
75680 VERMONT INFORMATION CONSORTIUM LLC							
	244814	cr card ret'd pymnt Millr	10-10-000-390.00	OTHER FINANCING SOURCES	0.00	217.13	
	244814	cr card ret'd pymnt Millr	10-10-412-340.20	Credit Card Option	0.00	4.35	
	244814	cr card ret'd pymnt Millr	10-10-413-830.00	Credit Card Pass Through	0.00	150.00	
	300038	Ret'd cr card Morse	10-10-000-390.00	OTHER FINANCING SOURCES	0.00	247.37	
					0.00	618.85	
81055 VERMONT LEAGUE OF CITIES & TOWNS							
00006660	2016-17783	muni calendar pstr	10-60-461-611.00	OFFICE SUPPLIES	5.00	5.00	
81123 VERMONT RECREATION PARK							
00005790	072516	61 Grt Escp	10-50-452-832.00	GREAT ESCAPE PROGRAM	2,379.00	2,379.00	
82994 VISION SERVICE PLAN-CONNECTICUT							
	0011797AUG16	august vision prem	10-10-404-520.80	VISION SERVICE PLAN	0.00	628.57	
	0011797AUG16	august vision prem	50-10-410-210.20	GROUP LTD/STD/VISION INS	0.00	33.13	

07/29/16  
10:38 am

TOWN OF MILTON Accounts Payable  
Warrant/Invoice Report # 3

Page 9 of 10  
clang

By due date and vendor name for check acct 1(GENERAL FUND) and due dates 08/02/16 thru 08/02/16

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	0011797AUG16	august vision prem	55-20-420-210.20	GROUP LTS/STD/VISION INS	0.00	33.13	
					0.00	694.83	
74358 VT AGENCY OF TRANSPORTATION							
00020080	M1735686	annual rd signs	10-30-430-616.00	TRAFFIC SIGNS	200.00	200.00	
83844 W.B. MASON CO INC							
00006662	I36231697	battery bckup, pens, clip	10-60-461-611.00	OFFICE SUPPLIES	75.18	75.18	
00006662	I36231697	battery bckup, pens, clip	10-60-461-740.00	MACHINERY/EQUIPMENT	79.99	79.99	
					155.17	155.17	
72132 WESTAFF USA, INC							
00004598	FV 01910985	w/e 7/16 Therrien Fin tem	10-10-413-330.00	OTHER PROFESSIONAL SER.	656.19	656.19	
00004598	WC346279	w/e 7/9 Therrien Fin temp	10-10-413-330.00	OTHER PROFESSIONAL SER.	477.88	477.88	
					1,134.07	1,134.07	
87159 XEROX BUSINESS SERVICE LLC							
	1287388	June indexing recording	10-10-405-330.10	GENERAL GOVERNMENT	0.00	20.00	
	1287388	June indexing recording	10-10-405-330.10	GENERAL GOVERNMENT	0.00	10.00	
	1287388	June indexing recording	10-10-412-340.10	TECHNICAL/ACS	0.00	1,702.83	
					0.00	1,732.83	

07/29/16  
10:38 am

TOWN OF MILTON Accounts Payable  
Warrant/Invoice Report # 3

By due date and vendor name for check acct 1(GENERAL FUND) and due dates 08/02/16 thru 08/02/16

Vendor	PO	Invoice	Invoice	Account	Account	PO	Invoice		
	Number	Number	Description	Number	Description	Amount	Amount	Check	
Report Total							150,317.81		

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

\_\_\_\_\_  
Donna Barlow Casey, Town Manager

APPROVED ON \_\_\_\_/\_\_\_\_/\_\_\_\_

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 \$ \*\*\*150,317.81

SELECTBOARD:

_____ Darren Adams, Chair	_____ Ken Nolan, Vice Chair	_____ John W. Bartlett, Clerk	_____ John Palasik	_____ John Cushing
------------------------------	--------------------------------	----------------------------------	-----------------------	-----------------------

# TIF BAN Supplemental Warrant

The Town of Milton Selectboard authorizes the Town Treasurer to pay \$70,588.10 in principal and interest to the Peoples United Bank to repay the Tax Incremental Finance district Bond Anticipation Note that expires on 8/15/2016.

This pay-off amount is as of 8/2/2016. Funds are available in the TIF bank account.

Account Code

28-00-000-910.00 BAN Principal: \$70,000.00

28-00-000-911.00 BAN Interest: \$588.10

This is a single payment and will be made by Bank Transfer on Tuesday, August 2, 2016, in accordance with the attached Payoff Quote

Dated this 1 st of August 2016.

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

Town Of Milton  
604111049-10 Note - 9 Month Municipal Short  
Term Exempt

---

[Change Quote...](#)

**Payoff Summary**

Total payoff: 70,588.10  
As of: 08/02/2016  
Total daily accrual: 2.2361111

**Payoff Detail**

Current principal: 70,000.00  
Interest to 08/02/2016: 588.10      Daily accrual of 2.2361111  
Total payoff: 70,588.10

**Note Information**

Category:	C - Commercial	Transactions allowed:	2 - All except advances
TLC:	No	Teller activity:	0.00
Participation:	No	Quote issued:	No

Interest type:	S - Simple, in arrears	Loan status:	A - Accruing
Accrual basis:	3 - 30/360	Interest accrual:	576.9166638
Earn/rebate method:	1 - Accruing (simple interest)	Interest paid to:	11/09/2015

Collateral description:

TOWN OF MILTON  
BOND ANTICIPATION NOTE

No. 1 of 1

\$70,000.00

The Town of Milton, for value received, promises to pay in lawful money of the United States to  
PEOPLE'S UNITED BANK, NATIONAL ASSOCIATION

\*\*\*\*\* SEVENTY THOUSAND DOLLARS \*\*\*\*\*

upon presentation and surrender hereof, on the 15th day of August, 2016 with interest meanwhile at the rate of 1.15% per annum, payable at maturity at PEOPLE'S UNITED BANK, NATIONAL ASSOCIATION, Bridgeport, Connecticut.

Payment of this note may be accelerated by the holder hereof, and the rate of interest specified herein may be adjusted, as provided in Section (5) of the authorizing Resolution of the Board of Selectmen dated October 19, 2015, the terms of which are incorporated herein by reference thereto. Payment of interest, as adjusted, shall be an obligation of the Town surviving payment of the principal amount of this note and the stated interest hereon.

This note is issued in anticipation of the money to be derived from the sale of bonds for tax increment financing district infrastructure improvements, authorized by vote of the Town at the meeting thereof held March 3, 2015, duly passed. Execution and delivery of this note is authorized by the affirmative vote and resolution duly adopted by the Board of Selectmen of said Town at a meeting thereof duly noticed, called and held October 19, 2015. It is hereby certified and recited that all acts, conditions, and things required to be done precedent to and in the issuance of this note have been done, have happened, and have been performed in regular and due form as required by the law, and that the full faith and credit of the said Town of Milton are hereby irrevocably pledged for payment of this note.

Dated: October 21, 2015

BOARD OF SELECTMEN

*John W. Bartlett*  
\_\_\_\_\_  
*Kevin A. Vohr*  
\_\_\_\_\_  
*John A. ...*  
\_\_\_\_\_

*John Clifford*  
\_\_\_\_\_  
Treasurer

By All or a Majority Thereof

# Milton Selectboard Meeting Minutes

July 11, 2016 at 6PM

Municipal Building Community Room

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

**Selectboard Members Not Present:** None

**Staff Members Present:** Donna Barlow Casey, Town Manager; Erik Wells, Director of Administration & Community Affairs; Paul Locke, Police Sergeant; Police Chief; Don Turner, Fire/Rescue Chief; Don Turner, Fire/Rescue Chief; Kym Duchesneau, Recreation Coordinator; Ben Nappi, Assistant Recreation Coordinator; Mary Thompson, Administrative Assistant- Town Manager's Office

**Others Present:** Henry Bonges, Sally Nolan, Lynn Delaney, Jenn Taylor, Laurie DiCesare, Rich Castine, John Lindsey, Sharon Radtke, Rodney Tinker

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

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

III. **Agenda Review-** MCYC Discussion to be rescheduled, Manager's Update added

IV. **Public Forum-** Sally Nolan questioned the procedure of requiring a criminal background check for board and commission applicants. Discussion held regarding the practice and what the policy was on performing the searches. Staff to report back to the Board and possible requirement change to be considered.

Lynn Delaney requested an update on the Vicious Dog hearing. Adams said counsel was retained by the owner and Town is awaiting if there would be appeal filed.

V. **Appointments**

**A & B. Henry Bonges to the Planning Commission & CCRPC Alternate**  
Agenda items combined.

Nolan asked when a background check had been performed for the applicants. Wells stated being all incumbents for the positions assumed had been at first appointment, and would need to check personnel file to clarify specifics. Nolan requested that procedure is followed and all applicants are treated the same. Staff to follow up.

Bonges stated he has enjoyed serving on the Planning Commission and as the CCRPC alternate and would like to continue in each role. He is looking forward to the joint Planning Commission and Selectboard Meeting Saturday to discuss the interim zoning bylaws. Bartlett moved to reappoint Bonges to the four-year term to the Planning Commission and two-year term as CCRPC alternate, second by Palasik. **Approved Unanimously.**

48 **C. John Lindsey to the Recreation Commission**  
49 Lindsey stated has served on the Recreation Commission for over 20 years and is seeking  
50 reappointment. Bartlett moved to reappoint Lindsey to a three-year term to the Recreation  
51 Commission, second by Palasik. **Approved Unanimously.**  
52

53 **D. Sharon Radtke to the Recreation Commission**  
54 Radtke stated she is seeking reappointment for a second term on the commission. Palasik  
55 moved to reappoint Radtke to the Recreation Commission for a three-year term, second by  
56 Bartlett. **Approved Unanimously.**  
57

58 **E. Laurie DiCesare to the Conservation Commission**  
59 DiCesare stated she seeks reappointment and shared with the Board the work the Commission  
60 has been undertaking. Palasik moved to appoint DiCesare to the Conservation Commission for a  
61 four-year term, second by Bartlett. **Approved Unanimously.**  
62

63 **VI. Event Permit**

64 **A. Football Jamboree**

65 Applicant Tinker stated the jamboree is scheduled for August 27<sup>th</sup> with a high turnout  
66 expected. He explained the costs to Broncos football to hold them event and another  
67 municipality has expressed interest in hosting. Barlow Casey stated the field use fee had  
68 been reduced by 1/3 to the organization to assist in lowering the cost to a long-time event.  
69 She added a multi-year agreement for price could be explored with Broncos Football  
70 moving forward. Bartlett moved to approve the football jamboree event permit, second by  
71 Cushing. **Approved Unanimously.**  
72

73 **B. Recreation Facilities Grant for Basketball Court Project**

74 Duchesneau explained this is a grant the Town has received in the past from the State of  
75 Vermont. The project is in the adopted CIP for FY '17 from the earlier in the meeting to  
76 resurface and improve the basketball court area in Bombardier Park. The grant requires no  
77 matching funds from the Town and could provide up to \$11,000 for the project. Cushing  
78 moved to approve the Recreation Facilities Grant Application. Second by Bartlett.  
79 **Approved Unanimously.**  
80

81 **VII. Discussions**

82 **A. Healthy Communities Initiative**

83 Wells stated this is an initiative brought to Town Staff by the Milton Community Youth Coalition  
84 (MCYC) Executive Director Tony Moulton. Moulton then summarized the grant and objective is  
85 to reduce substance use in the community and in public spaces. Successful communities have  
86 tied this reduction to a value statement rather than a penalty for enforcement. He approached  
87 Town staff to look at strategies to achieve these outcomes, including a work place health and  
88 safety policy update and a value resolution by the Selectboard. Wells then presented redlined  
89 policy edit ideas for the work place health and safety policy as a starting base of discussion. He  
90 stated he would run the language by other staff and do some additional clean up and bring it  
91 back for a future Selectboard Meeting.  
92

93 **VIII. New Business**

94 **A. Community Champion Update and Allocation Request**

95 Jenn Taylor and Rich Castine from the Community Champions Award Committee appeared to  
96 update the Board on this year's process. Eight applications were received for consideration and

97 the Board had been notified of the selection for 2016. The plan is to keep it a surprise until  
98 National Night Out when the award is given out. The Committee requested a \$42 allocation  
99 from the FY '17 contingency budget to purchase an award for the winner. Bartlett moved to  
100 approve the 2016 Community Champion Award Choice by the Committee and authorize a \$42  
101 allocation from the FY '17 Contingency Budget to fund the purchase of an award, second by  
102 Palasik. **Approved Unanimously.**

103  
104 **B. VTrans Bike/Ped Grant Application for Rte. 7 South Sidewalk Gaps**

105 Wells explained this is a grant the Town has been fortunate to receive in the past from  
106 VTrans, and the McMullen Road Sidewalk construction project currently underway is one of  
107 these projects. The local match has increased to 20% this grant round and the State  
108 anticipates making \$4 million dollars in awards.

109  
110 The project Wells proposed for consideration is to fill in 3,800 linear feet of sidewalk gaps  
111 the currently exist on US Route 7 South between Haydenberry Drive and Nancy Drive. The  
112 completion of sidewalk in this section is identified in the 2013 Municipal Plan and called for  
113 in the nearly final Rte. 7 Corridor Study. Crash data consulted for 2011 through 2015 along  
114 that road segment identifies 55 accidents that took place, adding to the risk for pedestrians  
115 walking on the road shoulder in places without sidewalk.

116  
117 Wells shared his project budget and methodology for calculations put in place. The  
118 construction estimate was part of the Milton 4D project by Dubois and King and he was able  
119 to work from that using the recommended funding estimations from the VTrans Guide Book  
120 and further follow up with Lucy Gibson at Dubois & King. The total project estimate is  
121 \$962,961 and the Town's local share would be \$192,524. Wells proposed raising this  
122 revenue through impact fees in FY '17 – FY '20. \$45,000 had been identified to collect in  
123 impact fees toward a possible grant award for sidewalks in FY '17 CIP. The project  
124 implementation schedule in the VTrans guide forecasts construction in 2020, so there  
125 would be adequate impact fees collected for match obligations during the design,  
126 permitting and ROW phases of the project.

127  
128 Wells explained that partial project funding is also a possibility and it could be identified in  
129 the application. He recommends the segments of sidewalk that would cross ravines at the  
130 corner of Bombardier Road and next to Marty's Auto. Palasik requested that the Police  
131 Department endorse this request (*they did on 7/14/16*).

132  
133 Nolan asked that an inflation factor be included in the construction estimate to account for  
134 2016 estimate numbers on a project slated for possible construction in 2020. Wells said he  
135 would make that adjustment and all additional project components affected by that  
136 change.

137  
138 Bartlett moved to approve the 2016 VTrans Bike/Ped Grant Application with the change in  
139 the project amounts to reflect construction inflation costs, second by Nolan. **Approved**  
140 **Unanimously.**

141  
142 **C. Authorize Transfer of FY '17 Contingency Funds to Capital Budget**

143 Barlow Casey stated this transaction would move the funds placed in contingency in the  
144 approved FY '17 budget to the capital budget in the general fund. This was the intent stated  
145 by the Board when the funds were placed in contingency during the FY '17 budget design

146 process since the CIP wasn't final the time. Bartlett moved to adjust the budget by moving  
147 the budgeted amount, \$354,231, for Capital Projects currently in the Contingency area of  
148 the budget to the Capital Improvements area of the budget and direct that the Town  
149 Manager cause 1/12 (\$29,519.25) of this amount to be transferred from the General Fund  
150 to the Capital Reserve Fund each month during this Fiscal Year. Second by Nolan. **Approved**  
151 **unanimously.**

152

153 **D. Governor's Highway Safety Program Grant Award**

154 Van Noordt explained this is a \$10,000 grant from the State of Vermont with no local  
155 match, to promote highway safety. MPD plans to use the funds to purchase radar speed  
156 signs to be affixed in high speed locations. Cushing moved to accept the Governor's  
157 Highway Safety Grant Award, second by Palasik. **Approved unanimously.**

158

159 **E. Purchase of Two New Police Cruisers**

160 Van Noordt stated this purchase in the approved capital plan for FY '17. He provided to the  
161 Board a listing of the items that are included in the vehicles and their costs, along with the  
162 striping and exterior vehicle preparation costs. They will be SUVs. Palasik moved to approve  
163 the purchase of two new police cruisers, second by Cushing. **Approved unanimously.**

164

165 **F. Annual Financial Management Questionnaire**

166 Barlow Casey explained this is an annual requirement of the State Auditor's Office as a self  
167 assessment questionnaire for financial controls. It was completed by Town Treasurer John  
168 Gifford and requires the Selectboard's approval before submission. Nolan moved to  
169 approve the annual financial management questionnaire, second by Palasik. **Approved**  
170 **unanimously.**

171

172 **IX. Town Manager's Update**

173 Barlow Casey stated the McMullen Road Sidewalk Project is progressing. The joint meeting with  
174 the Planning Commission is upcoming on Saturday, July 18<sup>th</sup>. A RFQ for pavement management  
175 is being prepared in the coming weeks with the anticipation a decision could be made on a firm  
176 at the August 1<sup>st</sup> meeting.

177

178 **X. Warrant Report #1**

179 Bartlett reviewed Warrant Report #1 in the amount of \$291,906.82, he mentioned a few items  
180 in random order:

181

182 - Beaugard Equipment, \$4,226.30 (\$2,345.3- repair roadside mower boom, \$1,881 - repair 60"  
183 hydraulic tilt ditch bucket on excavator)

184 - GMP, \$15,512.80 - last month's electricity

185 - NEMRC, \$3,030 - tax maps

186 - SHI International, \$2,750 - software upgrades to MS Office Pro Plus, 50 licenses @ \$55 each  
187 (MSD discounted pricing)

188 - Stitzel, Page & Fletcher, \$4,401.20

189 -Third Sector Associates, \$1,500 - Planning department retreat

190

191 \*\*\* >\$10,000 - no Director review with Board necessary as there is precedent for these  
192 payments

193

194 - Cathedral Square, \$140,000 - VCDP grant funds pass through for Elm Place construction

195 - Chittenden County Clerk, \$51,126.49 - annual County taxes  
196 Bartlett moved to approve Warrant Report #1 in the amount of \$291,906.82, second by  
197 Cushing. **Approved unanimously.**  
198

199 **XI. Minutes June 21 and June 27**

200 Bartlett moved to approve the minutes of June 21 and June 27 as presented, second by Nolan.  
201 **Approved unanimously.**  
202

203 **XII. Executive Session**

204 Bartlett moved to find premature public knowledge about Human Resources and Legal would  
205 cause the Town or person to suffer a substantial disadvantage. Second by Cushing. **Approved**  
206 **unanimously.**  
207

208 Bartlett moved to enter into Executive Session to discuss personnel to include the Town  
209 Manager, and discuss a legal matter with the Selectboard Members under the provisions of  
210 V.S.A. Title 1 Section 313. Second by Cushing. **Approved unanimously.**  
211

212 **Entered Executive Session at 8:11 PM.**  
213

214 Bartlett moved to close Executive Session at 10:39 PM, second by Cushing. **Approved**  
215 **unanimously.**  
216

217 Bartlett moved that the Selectboard affirms its decision made following the vicious dog hearing  
218 held 6/27/16, and authorizes the Board Chair to notify the involved parties of that decision,  
219 second by Cushing. **Approved unanimously.**  
220

221 **XIII. Adjournment**

222 Bartlett moved to adjourn the Selectboard Meeting. Second by Palasik. **Approved unanimously.**  
223

224 Adams adjourned the meeting at 10:41 PM.  
225

226 **Respectfully Submitted,**

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

228 **John Bartlett, Selectboard Clerk**  
229

230 **Filed with Milton Town Clerk's Office on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_**  
231

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

# Milton Selectboard Meeting Minutes

July 18, 2016 at 6PM

Municipal Building Community Room

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

**Selectboard Members Not Present:** None

**Staff Members Present:** Donna Barlow Casey, Town Manager; Kym Duchesneau, Recreation Coordinator; Ed Clodfelter, Assessor

## Others Present:

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

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

III. **Agenda Review**- Added Clodfelter; Assessor's office staffing and re-appraisal; Remove Clarton from DRB applications

IV. **Public Forum**- None

## V. Appointments

### A. Bruce Jenkins to the Development Review Board

Darren asked Bruce how long he had been involved with the DRB and how often do they do a site visit. Ken asked question to gather info for discussion about background check. John Palasik asked to clarify the term of the applicants. John Cushing made a motion to appoint Bruce into a three-year term ending in FY19, Kenneth Nolan second the motion. **Approved Unanimously.**

### B. Julie Rutz to the Development Review Board

Julie has been on Plan Commission for about eight years. Darren asked what made you apply for the position. Julie stated she has been on the Planning Commission for a long time and thought she could bring a new perspective. John Bartlett made a motion to appoint Julie into the DRB to the unexpired three year term ending in FY18, John Palasik second the motion **Approved Unanimously.**

### C. Bob Brisson to the Development Review Board

Bob was formerly on the Zoning Board and then transferred to DRB. John Cushing made a motion to appoint Bob into a three-year term ending in FY19, John Bartlett second the motion. **Approved Unanimously.**

## VI. Event Permit

### A. National Night Out

John Bartlett mentioned coordinating with vendors during the award ceremony so that during the Community Champion Award everyone can hear. Also, shortening descriptions about award recipients to keep audience attention. The board introduced Jessica who is new with MCYC. John Palasik stated this is a very well attended event and have heard numerous comments that this is a good event. Palasik is pleased and proud that Milton has

48 a night like this. Darren Adams stated he has heard nothing but good comments about it  
49 since last year. John Bartlett made a motion to approve the event permit, John Palasik  
50 second the motion. **Approved Unanimously.**  
51

52 **VII. New Business**

53 **A. Grant Application to CSWD for Trash/Recycling Receptacles**

54 Kym Duchesneau, Recreation Coordinator explained CSWD is offering up to \$3,000.00 for  
55 purchase of recycling bins. Kym explained proposed locations for the bins. Kym is seeking  
56 approval to apply for the grant. John Bartlett made a motion for application approval, John  
57 Palasik second the motion. **Approved Unanimously.**  
58

59 **B. Set Special Meeting Date for VTrans Hourglass Intersection Discussion**

60 Donna Barlow Casey, Town Manager asked to set the date to September 1 2016, also to set  
61 tax rate on August 1 2016.  
62

63 **C. Assessor's Office Update**

64 Clodfelter stated he would like to discuss further with the Board beginning a rolling  
65 reappraisal and future office staffing. More detailed discussion to follow at a future meeting.  
66

67 **VIII. Town Manager Update**

68 Donna discussed that the RFQ for FY17 in regards to hiring firm for Infrastructure, Road Side  
69 Projects and Paving Management went out Wednesday.  
70

71 John Bartlett asked to add a discussion on roadside mowing to the managers update. John had  
72 questions about Route 7 Roadside covering from Dam to Dam Store as it is visually ugly with all  
73 of the weeds/sticks in the guard rails in which obstructs cars from seeing the lake. Also  
74 pedestrians are no longer able to walk in the breakdown lane. John asked about the  
75 responsibility to mow these areas and what are the options. Suggested mats between the guard  
76 rails that do not allow weeds to grow. Bartlett wondered if the town ended up doing it  
77 ourselves and what the standard is for these areas.  
78

79 **IX. Town Warrant/Report #2**

80 Bartlett reviewed the FY17 Warrant/Invoice Report #2 for Board orders. The amount of these  
81 orders was \$81,472.83.  
82

83 He mentioned one item:

84  
85 - CCRPC \$13,087 - FY17 dues, split between Public Works & Planning Departments  
86

87 John Bartlett moved to approve Warrant #2 in the amount of \$81,472.83 and Kenneth Nolan  
88 second the motion. **Approved Unanimously.**  
89

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

91 Bartlett moved to find premature public knowledge about Human Resources would cause the  
92 Town or person to suffer a substantial disadvantage. Second by Nolan. **Approved**  
93 **unanimously.**  
94

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

98  
99 Bartlett moved to approve the memorandum of understanding between the Selectboard and  
100 Town Manager Donna Barlow Casey and approve the Selectboard Chair to sign for the Board.  
101 Second by Cushing. **Approved unanimously.**

102  
103 **XI. Adjournment**

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

105  
106 Adams adjourned the Selectboard meeting at 8:04 PM.

107  
108 **Respectfully Submitted,**  
109 \_\_\_\_\_ **Date:** \_\_\_\_\_

110 **John Bartlett, Selectboard Clerk**

111  
112 **Filed with Milton Town Clerk's Office on this** \_\_\_\_\_ **day of** \_\_\_\_\_, \_\_\_\_\_

113  
114 **ATTEST:** \_\_\_\_\_ **Milton Town Clerk**

