

**Milton Selectboard Meeting**  
**June 15, 2015 at 6 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. Flag Salute**
- III. Agenda Review**
- IV. Public Forum**  
*The Public Forum will be limited to five minutes per person. All participants must sign in and clearly state their name. No action will be taken on items raised until a subsequent meeting (if action is needed by the Selectboard).*
- V. Public Hearing regarding the Fiscal years 2016-2021 Capital Improvement Budget and Program.**  
**Motion Requested:** *to approve the FY 2016-2021 Capital Improvement Budget and Program.*  
**Interim Town Manager and staff**
- VI. Public Hearing under Interim Zoning Conditional Use Application 37 Centre Drive - Gordon & Margaret Gilbert, Owners/Applicants.** The Applicants are requesting Conditional Use approval from the Selectboard according to the effective Interim Zoning Bylaw for a proposed 5' x 60' new public warehousing (self-storage) building located at 37 Centre Drive, described as SPAN# 11286, Tax Map 27, and Parcel 9-14. The property contains 6 existing storage buildings and a carport. The subject property contains a total of 1.49 acres and is located within the "Downtown Business (DB1)" Zoning District.  
**Motion Requested:** *to continue the hearing until July 6 and request comments from the Planning Commission regarding this application.*
- VII. New Business**
  - A. Consideration of a donation of planning, labor and materials for a park footbridge**  
**Motion Requested:** *to approve the donation of planning and labor and materials from Eagle Scout Erik Michael Schmidt to replace the foot bridge in the Recreation Park, located off Bombardier Rd.*

- B. Consideration of a gift from Gisela and Adam Alpert**  
**Motion Requested:** *to approve the receipt of a gift from Gisela and Adam Alpert in the amount of 50% of the cost of the entrance 2 Municipal Building sign, the Police Department sign and the Fire/Rescue sign not to exceed \$10,000.*
- C. Implementing the Municipal Facility sign package**  
**Requested Motion:** *to approve the implementation of the proposed sign package and to utilize the gift from Adam and Gisela Alpert and up to \$10,000 from the 2015 Contingency Line item of the FY 2015 Budget.*
- D. Intention to accept the land and assets of the Village Cemetery Association**  
**Motion Requested:** *to express intention to accept the land and assets of the Village Cemetery provided that the Trustees dissolve.*
- E. Designation of Paving Funds**  
**Motion Requested:** *to designate unutilized paving funds from the FY 2015 Budget in the amount of \$198,000 to be utilized in FY 2016.*
- F. Appointment of Jacob Hemmerick to the Planning Advisory Committee (PAC) of the Chittenden County Regional Planning (CCRPC) Commission.**  
**Motion Requested:** *to appoint Jacob Hemmerick to the PAC of the CCRPC.*
- G. Appointment of an Acting Zoning Administrator**  
**Motion Requested:** *to appoint Jacob Hemmerick as the acting Zoning Administrator*
- H. Engaging the Audit firm of Sullivan, Powers & Co., P.C.**  
**Motion Requested:** *to authorize the Interim Town Manager to engage Sullivan Powers & Co., P.C. to provide audit services for the Fiscal Year 2015.*
- I. Appointing a representative to the Catamount Industrial Park Stormwater Association.**  
**Motion Requested:** *to appoint the Town Manager, by position, to represent the Town on the Catamount Industrial Park Stormwater Association.*
- J. Review The Financial Management Questionnaire as required by State Statute.**  
**Motion Requested:** *to acknowledge that the Board reviewed the Financial Management Questionnaire and instruct the Vice Chair of the Selectboard to sign the questionnaire to so state.*

- VIII. Old Business**
- IX. Reconsideration**
- X. Manager's Report**

- XI. Potential and/or Future Agenda Items**
- XII. Minutes of the Regular Selectboard Meeting on June 1, 2015 and Special Selectboard Meeting on May 26, 2015.**  
(To approve with or without corrections)
- XIII. Warrant/Report # 24**  
(To approve with or without corrections)
- XIV. Possible/Anticipated Executive Session per V.S.A. Title 1 Section 313**
- XV. Adjournment**

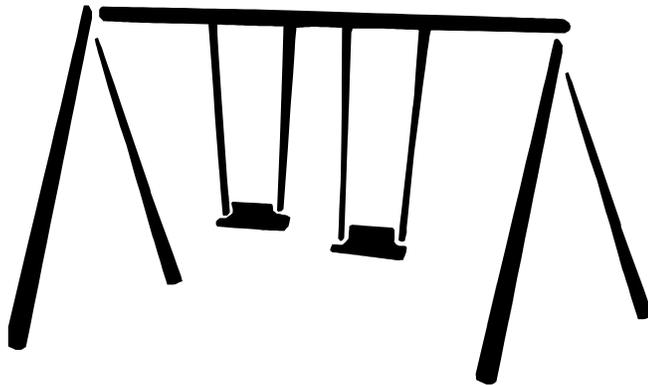
Posted June 12th on the official bulletin board in the lobby of the Municipal Building to the Town Website emailed to the Burlington Free Press, Milton Independent, Lake Champlain Access Television, Fox 44 News, WPTZ, WCAX, and posted in two other places within the Town of Milton and filed with the Town Clerk.

Signed:   
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**Paul W. Bohne III, Interim Town Manager**

**CAPITAL IMPROVEMENT PLAN  
for the  
TOWN OF MILTON**

**FISCAL YEARS  
2016 through 2021**



Draft, ~~February 12~~ June 15, 2015

Last Updated: ~~February 12~~ June 15, 2015  
by ~~Katherine Sonnick, Planning Director~~ Paul Bohne, Town Manager

## CHAPTER 1 INTRODUCTION

### Definition and Purpose

This Capital Improvement Plan is a plan which addresses the Town's increasing capital needs within the constraints of limited funding over the next six fiscal years. It outlines a plan of action for the town that furthers the goals of the *Milton Comprehensive Plan* adopted February 18, 2013.

The Capital Improvement Plan lists and describes the projects identified as capital needs for the Town to be undertaken during the upcoming fiscal year (FY 2016: Capital Budget) and for the following five fiscal years (FY 2016 through 2021). The Capital Improvement Plan includes a description and estimated cost for each capital project along with the proposed financing.

The definition of a capital project is described in V.S.A. Title 24, Chapter 117, Section 4430. The overall definitions and structure of the interaction between the Capital Improvement Plan, capital budget, capital project and capital reserve account are explained below.

**Capital Budget:** A list and description of the capital projects to be undertaken during the coming fiscal year, including the estimated costs and proposed methods of financing.

**Capital Improvement Plan:** A plan of capital projects proposed to be undertaken during each of the following five years from the capital budget year.

**Capital Project:** A major project, which is made infrequently or is non-recurring, has a cost of at least \$5,000 and has a life expectancy of more than 5 years. It must also result in the acquisition or improvement of a fixed asset. "Fixed", as used here, does not mean immobile--an automobile is commonly classified as a fixed asset, as would be replacing a gasoline engine with a diesel engine in a fire truck.

Any proposed capital project must be one or more of the following:

- ◆ The acquisition of land;
- ◆ Construction, expansion or rehabilitation of a public facility, street or utility line (water/wastewater);
- ◆ Preliminary or planning studies or design work relating to any physical betterment or improvement;
- ◆ Replacement and purchase of vehicles; and
- ◆ As deemed appropriate by the Capital Improvement Committee.

<b>Capital Reserve Account:</b>	The account with the Town of Milton Finance Department's record keeping for all capital projects to be undertaken in the current, and past if not completed, capital budget.
<b>Operational Project:</b>	A project or expenditure, which occurs as part of the daily or yearly operations of a department or commission. This could be a reoccurring project or expenditure.

### Overview

Milton is a growing community and is currently the eight largest Town by population in the State of Vermont, according to the 2010 US Census. The past two decades have seen a rapid change in Milton's environmental and fiscal health, as the Town has continued to grow. Community facilities have become overburdened, outdated and inefficient because of these changes. This has created the need to expand community facilities. In order to keep up with these demands, the Town has had to adapt to property tax rate increases.

Now, Milton is faced with tight limits on its resources and an increase of citizen expectations of more and better services out of every tax dollar while maintaining a high quality living environment. It is clear that Milton's high growth potential has and will result in development, environmental conditions, and tax rates that its elected representatives and residents will have to live with for years to come.

During fiscal years 1993 through 2002, residential growth averaged just fewer than 60 dwelling units per year. During fiscal years 2003 to 2005, the average climbed to 94 new dwelling units per year. Fiscal years 2006 through 2008 saw the average number of new units drop to 83 new dwelling units per year. Fiscal years 2009 and 2010 showed a continued drop in the number of new residential units permitted per year (41 and 40 respectively), due to the slowdown in the housing market and the overall economy. Fiscal year 2012 showed an increase in the number of new residential units to 36. Fiscal year 2013 showed a dip in the number of new residential units to 30 but rose to 42 in Fiscal year 2014. It is likely that the number of new dwelling units per year will increase during the current fiscal year 2015, as 12 new units have been constructed and an additional 42 permits have been issued as of November 2014. As the economy continues to recover, it is likely that the Town will experience residential, commercial, and industrial growth, so the provision of adequate services and maintenance of a high quality of living cannot be left to uncoordinated and unplanned decisions. As identified in the *Town of Milton Comprehensive Plan* and the *Town Core Master Plan*, there will be a need for more and improved public infrastructure to benefit the Town Core and other areas in the community. This is critical for the growth of the Town of Milton, which has been working to expand its water and wastewater facilities and services.

Presently, the Town of Milton has identified several long term water, wastewater, road infrastructure, and recreation improvements that are needed. It is important for the Town of Milton's capital improvements to be coordinated and planned in order to have an efficient, safe and pleasing community to live and work in.

### Background

In 1987, the Milton Planning Commission prepared and the Milton Selectboard adopted the *Comprehensive Plan of the Town of Milton*. One of the recommended implementation steps of the *Comprehensive Plan* was the preparation and adoption of a Capital Improvement Plan. In 1988, a Capital Improvement Plan (CIP) Committee was established to guide and direct the preparation of a five-year Capital Improvement Plan for the Town of Milton. This Committee worked with the various Department Heads and Commissions to identify capital improvement needs and to establish the Capital Improvement Plan.

Since 1989, the CIP Committee has drafted an updated Capital Improvement Plan as recommended in the *Comprehensive Plan*. The *Capital Improvement Plan* was revised and adopted by the Selectboard in 1993, 1995 and 1997 through 2015. In accordance with these plans, the Town has invested in capital projects. Table 1 shows trends in capital expenditures over the past several years.

### Proposal Evaluation

The Capital Improvement Plan presents the capital needs of the Town over the specified planning period. This Capital Improvement Plan covers fiscal years 2016 through 2021 (July 1, 2015 through June 30, 2021). The ability of the Town to fund any particular project depends on its available resources.

Specific projects presented in the Capital Improvement Plan are evaluated using informed judgment based upon information presented by Department Heads. In addition, proposals are evaluated in terms of the goals and objectives described in the following chapter. A more detailed evaluation may need to be used when a specific project moves into the current budget for funding.

Table 1

Town of Milton, Vermont					
CAPITAL IMPROVEMENT PLAN					
Actual Expenditures, FY 2009 – 2013					
	2010 Actual	2011 Actual	2012 Actual	2013 Actual	2014 Actual
<b>Capital Projects</b>					
General Government	\$28,330	\$980,709	\$13,751	\$18,948	\$
Public Safety:					
Police	\$28,656	\$0	\$75,864	\$63,143	\$70,453
Fire and Rescue	\$0	\$9,800	\$198,388	\$451,836	\$17,348
Public Works:					
Highway	\$207,033	\$372,117	\$198,755	\$331,048	\$35,162
Building and Grounds	\$8,571		\$4,800	\$6,122	\$56,552
Culture:					
Recreation	\$0	\$86,815	\$6,512	\$0	\$
Library	0	4,014	\$214,573	\$0	\$53,144
Community Development:					
Planning	\$4,799	\$13,352	\$0	\$13,188	\$11,024
School	\$2,258,610	\$984,792	\$1,254,287	\$0	\$0
Subtotal	\$2,535,999	\$2,451,599	\$1,966,930	\$884,285	\$243,683
<b>Debt Service</b>					
Town (includes Library)	\$60,000	\$60,000	\$242,962	\$256,114	\$191,260
School	\$987,998	\$981,676	\$957,850	\$1,001,937	\$905,415
Fire and Rescue	\$38,750	\$503,750	\$46,376	\$87,773	\$108,511
Water/Wastewater	\$402,693	\$361,050	\$395,434	\$366,882	\$666,692
Subtotal	\$1,489,441	\$1,906,476	\$1,642,622	\$2,211,706	\$1,871,877
<b>TOTAL EXPENDITURES</b>	<b>\$4,025,440</b>	<b>\$4,358,075</b>	<b>\$3,609,552</b>	<b>\$3,095,991</b>	<b>\$2,115,560</b>

## CHAPTER 2 PREPARATION OF THE PLAN

### Identifying Needs

The first step in the preparation of the Capital Improvement Plan is the identification of capital improvement needs. In the fall of 2013, capital budget request forms were distributed for department heads to complete, identifying their anticipated needs over the next six years. They were asked to limit their responses to capital projects that meet the definition as outlined in Chapter 1 and provide backup information for all new or updated requests. All requests were reviewed by the Town Manager through the budget review process.

### Goals and Objectives

The underlying mission of the Capital Improvement Plan is to identify capital improvement needs of the community in order to provide municipal, educational and governmental services and facilities, and to establish a schedule for the fulfillment of the identified needs.

There are six overall goals for the Capital Improvement Plan, which are as follows:

- 1) The Capital Improvement Plan should be the policy framework for the expenditure of public funds for capital projects.
- 2) The Capital Improvement Plan should provide for the efficient and effective use of public funds.
- 3) The development and provision of public facilities and services should be based on reasonable expectations of population increases and economic growth.
- 4) The rate of growth and development should not exceed the ability of local government to provide facilities and services.
- 5) The Capital Improvement Plan should consider the use of resources and the consequences of growth which will follow from the completion of capital projects.
- 6) Capital Expenditures should be made so as to support development in areas identified for growth in the *Comprehensive Plan of the Town of Milton*.

Based on the mission statement and the above six goals, 10 specific objectives for this plan are outlined as follows:

- 1) All capital projects should be included in the Capital Improvement Plan.
- 2) The Capital Improvement Plan should be written so that it may be used by the Selectboard, School Board, and Library Commission during the preparation of their

annual budgets.

- 3) Amendments to the Capital Improvement Plan should be subject to a thorough review by the CIP Committee.
- 4) The Capital Improvement Plan should strive to provide for a balanced, constant level of expenditures on capital projects on a year-to-year basis to avoid the need for major fluctuations in the tax rate.
- 5) New growth and development should pay its share of the cost of capital improvements for public services and facilities needed to serve the new development.
- 6) The Capital Improvement Plan should consider the utilization of funds from sources other than property taxes.
- 7) The Capital Improvement Plan should be based on a projection of population and anticipated growth. Those growth rates should be consistent with those identified in the *Comprehensive Plan of the Town of Milton*.
- 8) Development Plans must be reviewed to determine compatibility with the Capital Improvement Plan.
- 9) The Capital Improvement Plan should consider not only the original purchase or investment in a capital item, but also the impact on the budget for operation, maintenance, and other costs.
- 10) Capital projects must be consistent with the *Town of Milton Comprehensive Plan* and other Town plans. Investments in utilities and facilities should be concentrated in areas identified for the highest population and development densities.

#### Establishing Priorities

The established priorities within the Capital Improvement Plan, in order of importance, are:

- 1) Protection of life, property, and public health and safety.
- 2) Maintenance of services and facilities at current levels of operation and efficiency.
- 3) Improvement and expansion of services and facilities to meet existing, unfulfilled needs.
- 4) Orderly disposal, replacement or improvement of obsolete and inefficient facilities and equipment to provide more effective and efficient services at reduced operating costs.
- 5) Improvement and expansion of services and facilities to meet projected needs.

- 6) Improvement of Milton's economic base and social, cultural, and aesthetic values.

Funding the Capital Improvement Plan

In conjunction with identifying needs and scheduling capital improvement needs, department heads and the Town Manager considered types of funding sources available for each project. In addition, impact fees were identified as a possible revenue source for the completion of some of the identified capital improvement projects.

- 1) General Obligation Bonds - These loans are written promises by Milton to pay a specified sum of money (i.e., the principal amount) at a specified date(s) in the future together with periodic interest at a specified rate. A bond typically runs for a longer term and is a more formal instrument than a note.
- 2) State Aid - State aid in the form of grants, loans or matching funds are utilized in transportation, public infrastructure, and public school projects. State aid may also be allocated for school construction projects. This also includes the State Revolving Loan Fund (SRF).
- 3) Federal Grants – Federal grants are used in transportation, public infrastructure and public school projects.
- 4) Enterprise Fund - User fees for water and wastewater services are utilized for needed improvements to this infrastructure. A water/wastewater rate study is updated annually by the Water/Wastewater Department.
- 5) Impact Fees - Fees levied from new development are used to cover any portion of the costs of an existing or planned capital project that will benefit or is attributable to the users of the development, or to compensate the Town of Milton for any expenses it incurs as a result of construction. Based on growth projections conducted in 2004 by the Planning Department, new developments are projected to account for approximately 50% of the total impact associated with various capital improvement projects for which impact fees will be assessed. The impact fee is calculated as 50% of the **total** project cost. An exception to this formula occurs when a proposed capital improvement item is deemed needed solely due to future growth and development in the Town, such as growth-related studies, in which case 100% of the project cost may be funded by impact fees.
- 6) Tax Increment Financing – The added value of private taxable improvements in a Tax Increment Finance (TIF) district is dedicated to paying for capital improvements prior to being spread community-wide into what would otherwise be a slightly lower property tax rate. The Town of Milton has three voter-approved tax increment financing districts: Catamount Industrial Park, Husky Injection Molding Systems, and the Town Core. In the fall of 1998, the Vermont Economic Progress Council (VEPC) approved the Town's Catamount and Husky Tax Increment Financing Districts and funding plans. On April 30, 2009, VEPC approved the Town Core TIF District, and they approved the Town Core TIF District Financing Plan on April 28, 2011.

- 7) General Fund - Any capital projects not funded in part or in whole from the aforementioned revenue sources could be financed through the General Fund, i.e., property taxes.

## CHAPTER 3 CAPITAL IMPROVEMENT NEEDS

### Introduction

This chapter lists the capital improvement projects that have been approved for inclusion in this Plan. This list was compiled from the information submitted by Department Heads and Commissions, as reviewed and approved by the Town Manager and Selectboard. In some instances, revisions were made to the year in which improvements were scheduled, new projects were added, and completed projects were deleted. The goals, objectives, and priorities identified in the previous chapter were used as the basis for this review. The following pages list the capital improvement projects, along with a cost estimate, a recommended expenditures year, and a brief description of each project.

### GENERAL:

**Project #410-008-B**  
**Municipal Complex**  
**Impact Fees**

Total Cost: \$18,000

FY 2016

*The above total reflects only the total impact fees to be collected by the Town for this project during the duration of this Capital Improvement Plan (FY 2016-2021). Impact fees are projected to be collected through this current FY.*

**Project #410-009-B**

**Fire Station**  
**Impact Fees**

Total Cost: \$72,000

FY 2016 – FY 2021

*The above total (\$72,000) reflects only the total impact fees to be collected by the Town for this project during the duration of this Capital Improvement Plan (FY 2016-2021). Impact fees are projected to be collected through FY2023.*

### TOWN CLERK/TREASURER

There are no capital projects proposed by the Town Clerk/Treasurer.

### LISTERS

There are no capital projects proposed by the Listers.

### POLICE

**Project #420-001-E**

**Replacement of Police Cruisers**

Total Cost: \$462,000

FY 2016– FY 2021

(FY16: \$72,000; FY17: \$74,000; FY18: 76,000; FY19: \$78,000; FY20: \$80,000; FY21: \$82,000)

**General Fund**

The purpose of this program is to provide for the timely replacement of the Police Department's fleet of cars in order to maintain adequate police services to the

community. The estimated life of a police cruiser is about three years or 85,000 miles. The project is required to keep the police cruiser maintenance expenses lower and provide employees with safe, reliable vehicles with which to do their jobs. The department currently has two cruisers with projected to reach 100,000 miles that will be replaced in FY2016.

Project #420-002-E

**New License Plate Reader** Total Cost: \$23,725 FY 2016

Grant ~~or Impact Fees/Asset Funds~~

The Police Department currently has one License Plate Reader (LPR), which is permanently affixed to one cruiser and significantly increases the mileage on that vehicle and thus reduces its lifespan. An additional LPR will not only prolong the life of the current police cruiser with the LPR but will also provide officers with critical information before they stop a vehicle, thus increasing officer safety. With a License Plate Reader it will increase the number of recovered stolen vehicles, apprehension of drivers under suspension, narcotic interdiction, promote highway safety and aid in terrorist interdiction. It will greatly enhance the ability of the members of this department to provide information to Homeland Security. Full funding for this project is proposed through a grant, however the town does not get a grant, funding would be split evenly with impact fees and Asset Funds. A grant for a second LPR will be difficult to receive.

## FIRE

Project #421-018-E

**Boat Replacement - Aluminum** Total Cost: \$35,000 FY 2019

Fire/Rescue Reserve Fund/Grant

This project is to replace the current water rescue boat. The proposed boat would be a 20-foot center console and is expected to last for 20 years.

Project #421-019-E

**Boat Replacement - AVON** Total Cost: \$30,000 FY 2016 – FY 2018

(\$10,000/year)

Fire/Rescue Reserve Fund

This project is to replace the current water rescue boat. The proposed boat would be a 16-foot center console and is expected to last for 20 years. This project will be funded over three years from FY16-FY18 and purchased in FY18. If the opportunity arises, this project will be funded through a grant.

Project #421-021-E

**Thermal Imaging Camera** Total Cost: \$14,500 FY 2020

Fire/Rescue Reserve Fund

This project is to purchase an additional thermal imaging camera, which is an essential piece of equipment. The Fire Department currently has two thermal

imaging cameras, one of will be replaced in FY15.

Project #421-022-E

**Self-Contained Breathing Apparatus** Total Cost: \$67,500 (\$16,875/year) FY 2016 – FY 2019

*Fire /Rescue Reserve Fund*

Historically, the Fire Department has purchased self-contained breathing apparatus (SCBA) from its operating budget. However, the cost of each unit now exceeds \$5,500. There are currently 25 units in service. Most of the units were purchased and put into service in the early part of 2005. Some of the units are older. The expected life of these units is 10 years; therefore, replacement began in 2014 and will continue for four more years. The \$16,875 represents three units/year. The total cost of \$67,500 represents the cost of replacing three units/year from 2016-2019.

Project #421-023-E

**All Terrain Vehicle w/Trailer & Attachments** Total Cost: \$25,000 FY 2019

*Impact Fees/Fire Rescue Reserve Fund*

This equipment is needed by both the Fire and Rescue Departments. The increasing number of ATV and trail systems in town present difficulty to fire and rescue members in accessing fires and injured people. There have been several incidents deep in the woods that are not accessible with the current fleet of equipment. It would be beneficial to both the fire and rescue departments to have a vehicle like this available for immediate deployment to an emergency call. This may become more needed as the Town's trail system becomes more developed and as more wireless facilities are built in Town.

Project #421-024-E

**Replacement of 1994 25E5 Fire Truck** Total Cost: \$550,000 FY 2019

*Debt Service*

This project is to replace an existing 1994 Fire Truck. This is a 6-man cab custom vehicle that has a 1500 GPM pump, 1000 gallons of water and extrication tools. This vehicle is used for both structural firefighting and responding to vehicle fires and accidents. This truck is 20 years old beginning to show its age. The vehicle has been well maintained over the years, which has prolonged its useful life by 5 years. Historic data has shown that these vehicles are more prone to extremely costly repairs as they age.

## RESCUE

Project #422-002-E

**Replacement Defibrillators** Total Cost: \$26,000 FY 2018

*Grant*

This project is to replace/refurbish one defibrillator every 5-years to ensure both ambulances are equipped with modern life-saving equipment.

Project #422-004-B

**Ventilation/Exhaust System for Rescue Station**    *Total Cost: \$25,000*    *FY 2019*  
*General Fund*

This project is to install a permanent ventilation system. Currently, there is no means for removing the vehicle exhaust from the building. This could cause potential harm to full time career members, contaminate supplies, and allows harmful particulates from the diesel exhaust to remain in the building. This ventilation/exhaust system should be considered to limit exposure to diesel exhaust as recommended by National Fire Protection Association Standards. This should be evaluated more fully if the rescue department shifts to a career department and as emissions technology evolves with subsequent replacement ambulances.

Project #422-005-E  
**Replace/Refurbish 2008 Ambulance**    *Total Cost: \$135,000*    *FY 2016*  
*Fire/ Rescue Reserve Fund*

This project is to replace the chassis if necessary and refurbish the ambulance box. Maintenance costs and reliability issues have historically become an issue as these high-use vehicles age. The department has moved to purchasing medium-duty truck chassis and high-quality boxes, which is believed to provide extended life to the department's vehicles. This amount includes funds for a rental if needed during the time of refurbishment, a new stretcher, and necessary associated equipment. The 2008 ambulance chassis continues to be a solid vehicle with reasonable maintenance costs and very reliable. Based on these facts, there is no immediate need to replace the chassis. The need to immediately replace the ambulance will be further evaluated and if possible, this may be deferred until FY 17.

Project #422-006-E  
**CPR Machine (Auto Pulse)**    *Total Cost: \$16,500*    *FY 2020*  
*Other*

This project is to purchase an additional CPR machine. CPR machines are proven to provide a more consistent and effective form of CPR than providing manual CPR and also lessens the burden on the limited crews. This proposed device will be a more modern version of the unit that was purchased in 2012 in conjunction with the ambulance. This unit will be a benefit to members as well as to patients. The existing unit has proven to be beneficial to patients; however, there is not an immediate need to purchase an additional unit for the second ambulance.

**PUBLIC WORKS**

Project #430-001-E  
**Large Vehicle Replacement**    *Total Cost: \$772,500*    *FY 2016 – FY 2020*  
*(\$50,000-220,000/yr)*  
*General Fund*

The fleet replacement plan continues to be revised to evaluate ongoing changes to our current practices, and look forward to utilizing midsize trucks in place of some of

the larger truck currently used. The current plan is to replace the 2006 single axle 7-yard dump truck with a similarly sized unit, then future years move toward replacing the 1-ton dump truck and currently held reserve truck with mid-sized "LowPro" 4-5 yard dump trucks. This plan will continue to be evaluated to determine the effectiveness of these changes on our level of service. Funding for FY16 is \$ 187,500 from the General Fund. All cost estimates are the net cost after trade-in value of old vehicles.

- 2016** – Replace 2006 7-yard dump - \$187,500
- 2017** – Replace 2007 1-ton dump - \$50,000
- 2018** – Low Pro 4-5 yard dump (NEW), the need will be further evaluated - \$125,000
- 2019** – Replace 2008 7- yard dump - \$190,000
- 2020** – Replace 2006 Vaccon - \$220,000

Project #430-002-E

**Small Vehicle Fleet Replacement**      *Total Cost: \$195,000*      *FY 2016-FY 2020*  
 (\$25,000-\$50,000/yr)  
 General Fund

The scope of this project is to develop a replacement vehicle schedule to eliminate costly repairs to Public Work's smaller fleet vehicles. This is to include Public Works and general pool vehicles. Currently there are two pool vehicles (2013 i-MiEV, and a 2012 Ford Escape), and three public works vehicles (2004 GMC 2500 (plow), 2009 Chevy 2500 (plow and sander, 1989 Service Truck),). Continued replacement of fleet vehicles prior to significant maintenance, improves efficiency and increases resale value. Funding in FY16 is from the General Fund. All cost estimates are the net cost after trade-in value of old vehicles. The plan is to replace vehicles on the following schedule:

- 2016** – Replace 2004 GMC 2500 (plow) - \$45,000
- 2017** – Replace 2009 Chevy 2500 (plow and sander) - \$50,000
- 2018** – Replace 2012 Escape - \$25,000
- 2019** – Replace 2013 i-Miev - \$25,000 ( a replacement lease will be explored)
- 2020** – Replace 1989 Service Truck - \$50,000

Project #430-003-E

**Loader Replacement**      *Total Cost: \$135,000*      *FY 2017-FY 2019*  
 General Fund (\$45,000/year)

This project is to replace the 2004 Case Loader with a similarly sized and equipped piece of equipment. Replacing this equipment prior to expensive repairs may also yield a higher trade value. This is an essential piece of equipment used on a daily basis for loading all of the Public Works trucks. The project will be funded evenly (\$45,000 a year) over three year, beginning in FY17 with purchase in FY19. A Heavy Equipment Reserve Fund or Bond item may be pursued for purchasing this item as well as replacing the Grader and Excavator. (Projects #430-004-E and #430-005-E) Cost estimate is the net cost after trade-in value of old vehicles.

Project #430-004-E

**Grader Replacement**

Total Cost: \$175,000

FY

2016/17

~~Capital Reserve Fund (Transferred from Health Care Stabilization) Debt Service~~

This project is for the replacement of the 1991 John Deere Road Grader, with similarly sized and equipped machine. Gravel/Dirt roads need near constant maintenance throughout the seasons to maintain satisfactory drivability. The current grader was out of service for five weeks during the summer of 2014 and is in need of significant maintenance in the front-end gearing. Gravel roads are not planned for elimination in the near future, and maintenance of those roads must continue. ~~The plan is to replace the grader with a previously used grader in FY16. If this is not a viable option, a new grader will be purchased to be funded over three years, beginning in FY15, where \$75,000 was set aside. \$75,000 will be set aside in FY16 and \$80,000 in FY17, when it will be purchased. FY15 funding was a transfer from Health Care Stabilization to the Capital Reserve Fund.~~ Cost estimate is the net cost after trade-in value of old vehicles.

Project #430-005-E

**Excavator Replacement**

Total Cost: \$115,000

FY 2017 &amp; FY 2018

(\$57,500/year)

General Fund

This project is to replace the 2002 Volvo Excavator with a similar piece of equipment. This excavator is essential to the operations of the Public Works Department. The excavator is used on a daily basis during the construction season to replace culverts, ditch roadsides, load trucks, install services, etc. Having equipment that is reliable and effective is more productive. Replacing this equipment while it is in decent shape will yield a higher trade in value. The cost will be evenly split (\$50,000) over a two year period, FY17 and FY18 with purchase in FY 18. A Heavy Equipment Reserve Fund or Bond item may be pursued for purchasing this item as well as replacing the Grader and Loader. (Projects #430-003-E and #430-004-E)

Project #430-006-E

**Mowing/Maintenance Vehicles**

Total Cost: \$40,000

FY 2017

General Fund

This project is to add a truck and trailer to the fleet for the mowing and maintenance operations. It is anticipated that the Village Cemetery will be turned over to the Town for maintenance in the future. Currently the Town uses a 1-ton dump truck to move the trailer with equipment providing seating capacity for two persons. Operations will require more than two persons to complete. This vehicle will be able to be used generally by the Public Works department. This project may be necessary if the Town takes over the Village cemetery and decided not to contract for services.

Project # 430-007-E

**Roadside Mower Replacement**

Total Cost: 135,000

FY 2018 - FY 2020

(\$45,000/ FY 18, FY 19 &amp; FY 20)

*General Fund*

The scope of this project is to replace the 2006 John Deere Roadside mower with a similarly sized and equipped piece of equipment. Replacing this equipment prior to expensive repairs may also yield a higher trade value. This is an essential piece of equipment used on a daily basis for keeping the roadsides cutback. The proposal is to fund this project over several years.

Project #430-008-E

**New Walk-Behind Mower**

Total Cost: \$7,500

FY 2017

*General Fund*

The possibility exists for the Building and Grounds Division to add a full time person to staff in the future. If so, one of the tasks for this position will be to maintain the Village cemetery on Main Street, if the Town takes it over. This will include mowing, which will require an additional walk-behind unit to prevent competitive task not being accomplished. The added maintenance responsibilities will require the addition of maintenance equipment to provide the level of service required.

Project #430-009-E

**Bobcat Replacement**

Total Cost: \$55,000

FY 2016

*Capital Reserve*

The purpose of this project is to replace our current 2001 Bobcat with a similar sized unit, while keeping any attachments that are still in serviceable condition. In recent years maintenance has been intensive. This replacement will include a new machine with high flow hydraulics to run necessary equipment such as a snow blower, or sweeper, and a new snow plow, to be used as a backup machine to our 2008 Belos Transgiant. The Town is exploring the option of sharing the use and operation with the school district.

~~Project #430-010-E~~

~~**Asphalt Recycler/Hot Box**~~

~~Total Cost \$35,000~~

~~FY 2017~~

~~*General Fund*~~

~~This project is proposed to purchase an Asphalt Recycler/Hot Box that will accommodate approximately 4.5 tons of hot Mix, or cold patch for patching/repairs for municipal roads. This equipment will allow us to recycle broken asphalt and materials that are removed from our roadways and reapply this material to reduce purchased material quantities. It is estimated that this equipment could reduce the cost of road repair materials by 50%. Funding for this project is from the General Fund.~~

Project #430-011-E

**Tree Chipper/Trailer**

Total Cost \$35,000

FY 2018

*General Fund*

This project will introduce a standalone 12"-15" chipper/trailer to the fleet of tools available to the Public Works Department. Currently, the Town uses a chipper mounted to our roadside tractor, which needs an operator to be in the cab, and is difficult to position in the work site. This process also eliminates the tractor from being able to perform roadside mowing operations. Funding for this project is from

the General Fund. The potential exists for this service to be rented or contracted.

~~Project #430-012-E~~

~~**Salt Brine Production Machine** Total Cost \$100,000 FY 2018  
Impact Fees/Other~~

~~This project is to introduce a facility to produce salt brine suitable for use in de-icing the Town's roadways. This project may be best approached as a joint purchase with neighboring communities and should be explored in a regional manner. Salt brine, mixed with other chemicals has shown promise as an effective way to de-ice roadways during and following winter weather events. Reports are showing a possible 20% reduction in the use of salt products when combined with a liquid application. Impact fees could pay for up to half of this project and the other half of funding could potentially be shared with neighboring communities. This project should be implemented only as a multi-town project.~~

Project #430-013-E

**Public Works Repeater** Total Cost: \$14,000 FY 2016  
Capital Reserve/Impact Fees (\$7,000 CR & \$7,000 IF)

This project is to add a repeater to the tower located on Georgia Mountain. Act 250 approval has already been granted for four antennas to be mounted on the tower. This project is an additional service for the Town, as it will result in increased range of transmission and reception for the Public Works Department, thereby eliminating most of the areas of Town that cannot be reached without a repeater. Due to increased growth throughout Town, it is important that no areas are left without coverage. Another benefit is the Emergency Services Department will have an emergency backup channel to operate on in the event of equipment failure. \$7,000 has been set aside in impact fees and funds from Capital Reserve in FY 14 and FY 15. No further funding from the project is proposed in FY 16.

Project #430-014-B

**Door Lock System – Fire & Rescue Buildings** Total Cost: \$10,000 FY 2019  
Other

This project is to connect the current door locks on the Fire and Rescue Buildings exterior doors to the system that manages the door locks at the Municipal Building. This system would allow for greater accountability of people entering and exiting the Fire and Rescue facilities and provide greater user management. This project will be implemented if funds become available.

Project #430-015-B

**Epoxy Floors** Total Cost: \$50,000 FY 2018  
Other

This project will protect the concrete bay floors in the Police, Fire, and Rescue stations from wear and petroleum stains. This project will outlast any other floor coating that can be installed. The estimated life of the project is 20 years. Without this project, the floors should be sealed on a regular basis at a cost of approximately \$1.00/square foot for a total of \$11,000 (based on 8,000 sq. ft. Fire Station, 1,500 sq. ft. Police Station, and 1,500 sq. ft. Rescue Station).

Project #430-020-P

**Reconstruction of Main Street** Total Cost: ~~\$3,500,000~~ \$2,529,000 FY 2017 & FY 2018

(FY17: Design/Engineering ~~\$746,500~~ \$335,080; FY18: Construction ~~\$2,753,500~~ \$193,920)

~~Tax Increment Financing/Other~~ Deferred Sidewalk Fund/Grants

This project is for re-alignment of Main and Railroad Streets. There is a serious need to correct the horizontal and vertical alignment along upper Main Street and at the intersection of Main Street with Railroad Street; the site distance over the hill on upper Main Street; and stormwater drainage from the hill to the railroad track along upper Main Street. This work will require both water and sewer utility relocations with an estimated cost of \$800,000. This stretch of road has been classified as a high crash location. This project includes a sidewalk along one side of Main Street to the intersection with North Road/East Road and will require adequate ~~TIF revenues and additional~~ funding sources if it is to be implemented. ~~\$2,700,000~~ \$1,729,000 is the estimated construction cost, not including utility relocations, as determined from a Scoping Study that was conducted in FY15.

Project #430-021-P

**Replacement of Bridge No. B-6, East Road** Total Cost: \$550,000 FY TBD  
Grant/General Fund

This project is to replace bridge number 6. Based on the Preliminary Engineering Investigation and Recommendations Report dated August 29, 2013, prepared by Dubois and King, Inc., less expensive options to repair and upgrade the existing structure are not feasible. The width of the bridge is substandard for a two-lane highway and the Report identified several substandard and failed conditions of the bridge. Complete failure of the bridge would cause a major disruption on North/South traffic flow and put more pressure on US RT 7. A new 27-foot long clear span structure is recommended to replace the aging structure. The Town received a grant for the FY 14 Engineering Report. \$550,000 in state funds, through a Town Highway Bridge Grant, is planned for construction and \$50,000 from the General Fund is proposed for the remainder of the funding. The date of construction will be determined upon securing adequate funding.

Project #430-023-P

**Town Sidewalk Replacement Project** Total Cost: \$TBD FY 2018- FY 2021  
Highway Sidewalk Reserve Fund

The replacement program includes public sidewalks and shared use paths within the Town of Milton that meet the minimum design requirements established in the Public Works Specifications, adopted October 6, 1997. Problem areas are identified through public involvement and an annual ground survey conducted by the Town Engineer or designee. Each problem area will be inspected and rated. Ratings are used to prioritize replacement. The new River Street Sidewalk Rehab project is a standalone project and not included in these costs.

Project #430-024-P

**River Street Sidewalk Rehab Project**                      *Total Cost: \$76,350*                      *FY 2017*  
*General Fund/Grant*

This project repairs and upgrades approximately 810 linear feet of sidewalk on the eastern side of River Street between Main and Cherry Streets. Consideration should be given to widening to an 8'-10' shared-use pathway. This section of sidewalk has a significant amount of curb cuts, which require 6" and 8" thick concrete sidewalk. All of the sidewalk segments that cross the curb cuts have failed, as well as approximately 50 percent (200 LF) of the remaining sidewalk. This is a significant safety hazard to pedestrians. Funding may be available through a state grant. This is a standalone project and has not been included in the Town Sidewalk Replacement Project (#430-023-P).

Project #430-025-P

**Route 7/River Street Sidewalk Gaps**                      *Total Cost \$1,882,294*                      *FY2016-FY 2021*  
*(FY 16: \$16,000, FY 17: \$15,000, FY 18: 503,762, FY 21 1,347,532)*  
*Impact Fees/Grant/TIF*

This project encompasses filling the sidewalk gaps on US Route 7/River Street, between the gap at the GMP (CVPS) Park at 31 River Street and the intersection with Racine Road. Projects include a sidewalk extension down West Milton Road to the Birchwood MHP. The project does not include a pedestrian bridge/walkway across the West Milton interstate overpass. The total project will fill approximately 8,655 linear feet of gaps, construct two retaining walls, replace the existing retaining wall at Gimlet Hill, crosswalks where safe and associated stormwater control improvements. Several studies, including the FY15 Route 7 Corridor Study have identified these sidewalk gap deficiencies. The 2013 UVM Capstone project provided design alternative, preliminary plans and cost estimates for three of the gaps. FY16 & FY17 is set aside for planning and site acquisition, Phase 1; FY 18 for construction, Phase 1; FY 21 is for planning, site acquisition and construction, future phases. The Town has applied for a grant for Phase 1. Other funding will come from Impact Fees and potentially from TIF.

Project #430-026-P

**Class 2 Highway Restoration**                      *Total Cost \$2,139,151*                      *FY 2016- FY 2020*  
*(FY 16: \$416,204; FY 17: \$642,024; FY 18: \$340,669; FY 19: \$250,699; FY 20: \$489,555)*  
*Debt Service/Grant*

This project will pave or reclaim several sections of Class 2 Highway. The project will restore almost 96,000 lane feet, or 18.2 miles, of highway, shoulders and pavement markings. The CCRPC just completed a Pavement Condition Inventory of all Class 2 and 3 paved roadways in the Town. Of the 35 miles of Class 2 highways assessed, 26 miles, or 76% were considered in poor to failed condition. The project will take place in five phases over consecutive years. This will allow the Town to maximize Class 2 Highway Grant reimbursements, which is currently limited to \$175,000 maximum award each fiscal year. Funding for this project will come from the issuance of a bond and a Vtrans Class 2 Highway Grant. The North Road Reconstruction project is a part of this larger project, however, the North Road project may go forward if this larger project does not.

Project #430-027-P

**North Road Reconstruction**

Total Cost \$317,500

FY 2017

Debt Service (\$142,500)/Grant (\$175,000)

This project will reclaim a 3,600 linear foot section of North Road, between Shotwell Road and the railroad crossing at Cooper Road, utilizing Full Depth Reclamation (FDR). The project will also include paving a 1 ½ inch-wearing course 12,350 linear feet between Westford Road/Main Street and the Georgia town line. The sub-base of the road consists of different materials, which leads to major frost heaves and potholes in the late winter and early spring. Numerous culvert replacements have also cause major frost heaves. Additionally, the road has no discernible crown in most locations, causing water to pool on the roadway, which rapidly deteriorates the road surface and creates unsafe icy condition in the winter. The CCRPC just completed a Pavement Condition Inventory, which showed that this road was in serious overall condition. A Class 2 Highway grant is expected to pay for \$175,000 toward the project and a Class 2 Highway Restoration Bond item may pay for the remaining \$142,500. This project is a part of the Class 2 Highway Restoration project. If that larger project is funded, this smaller project with continue as a standalone project.

Project #430-028-P

**Lake Road 36" Culvert Replacement**

Total Cost \$35,000

FY 2016

Impact Fees/General Fund (\$3,500)/Grant (\$31,500)

This project is for the replacement of a failing undersized 35"-40" culvert on Lake Road with a properly sized, 60" diameter culvert. The culvert is located on Lake Road, approximately 135 feet north of Corral drive. Since the existing culvert is undersized, its repair is not feasible. Complete failure of this culvert may lead to road settlement and potential sinkholes, which could render Lake Road Impassible. Funding is proposed from a Class 2 Highway Structures grant with the remainder from Impact Fees. This project should be bid at the same time as the Quarry Lane Culvert project.

Project #430-032-P

**Railroad Street Railroad Crossing**

Total Cost: \$65,000

FY 2016- FY 2018

FY 16: \$22,000 & FY 17/18: \$43,000)

Impact Fees/Grant

This project will construct a safer bicycle and pedestrian crossing for the railroad tracks on Railroad Street. The project will be a design-build project approved by New England Central Railroad. The sidewalk will be on the east side of the road and will cross the railroad between the signal and control box. Pedestrian gates are not included. If gates are required, the cost will increase. The Town received a \$22,000 grant for Scoping and preliminary design in FY 16. Construction will be in FY 17 & FY18. Funding will be from a grant and Impact Fees.

Project #430-033-P

**Cherry Street Railroad Crossing**

Total Cost: \$73,375

FY 2016

General Fund/Impact Fees/Grant

This project is to construct a safer bicycle and pedestrian crossing for the railroad

tracks on Cherry Street. The sidewalk will be on the south side of the street and will cross the railroad on the outside of the signal and control box. The project will be a design-build project approved by New England Central Railroad. Pedestrian gates operated by the existing control box are included in the project. If pedestrian gates are not required, the cost will go down significantly. Impact Fees will pay for up to \$13,750 and \$6,825 was set aside from the General Fund last year. A Sidewalk Grant for the construction of this project was received in the spring of 2013 – this will fund the remaining \$52,800 of costs. No further costs are expected in FY 16.

Project #430-069-P

**Reconfiguration of Middle Road/Railroad Street/Route 7 Intersection – Full**

**Hourglass** Total Cost: \$3,991,020

FY2017

TIF Funds/Grant (80% Federal Funding/20% TIF)

The current configuration of this intersection, where Railroad Street and Middle Road create sort of an “X” configuration with Route 7, causes traffic back-ups as traffic attempts to enter and exit Route 7. As explained in the “Milton Town Core Transportation Plan,” prepared by Resource Systems Group (RSG), February 2008, this situation will only worsen as the Town Core area continues to develop. The Town can expect to see levels of service (LOS) continue to decline at this intersection without reconfiguring the geometry; with the improvements, the expected LOS will be a B or C. This intersection is also currently classified as a high crash location. The solution to this problem is to reconfigure the intersection into a more “hourglass” shape. In this configuration, Railroad and Middle would be realigned and joined, so traffic traveling on these roads would be able to continue essentially unimpeded from one to the other. Two spur roads, one at the top and one at the bottom of the “hourglass,” would connect to Route 7. The green space created in the center of this “hourglass” is proposed as a town green/park that can be used for community events and may include a rain garden to help with stormwater management (as described in the “A Town Core Streetscape and Accessibility Design Study, August 2007” prepared by Elabd Architectural Illustration with Kathleen Ryan, Landscape Architect). This intersection project will require sidewalks along the newly configured roadways for pedestrian access; this is especially important due to the proximity to the shopping center across Route 7. This project will most likely require land acquisition around the existing intersection in order to construct this project in the “hourglass” configuration.

~~The \$3,496,020 cost is based on a 2014 CCRPC cost estimate for the full project including engineering, right-of-way, and construction.~~

Project #430-075-P

**Annual Stormwater Infrastructure Replacement Project**

Total Cost: \$165,000

FY 2016 - FY 2021 (FY16: \$40,000, FY17-FY21: \$25,000/year)

Capital Reserve/Grant

This project is for hiring a contractor to complete culvert installation and check basin repairs as directed by the Town. Materials will be provided by the Town. Structures are planned to be replaced the year prior to a road being paved as scheduled in the paving program. The project for FY16 is to replace a 24” diameter x 140’ long culvert crossing at the head of the cul-de-sac of Quarry Lane that is in a severe

state of deterioration. Due to its depth, location and adjacent utilities repair and replacement is not feasible for the Town. The Project is to attempt to repair the culvert using trenchless slip lining. If this is not feasible, a full replacement will be required. Cost estimates assume complete replacement. Complete failure of the culvert will cause complete failure of Quarry Lane and may cause costly damage to adjacent utilities.

Project #430-077-P

**Brandy Lane Sidewalk Construction** Total Cost: \$~~7056,000~~

FY ~~2018~~TBD

Impact Fees/Grant/~~Developer Sidewalk Fund~~TIF

Construction of sidewalk along Brandy Lane for access to the high school, and widening the road apron at the entrance to Brandy Lane in order to accommodate buses. A sidewalk Scoping Study determined design and construction costs for this sidewalk in FY 15. The project is proposed to be funded over five years. (\$6,300 has been set aside in impact fees each during FY 14 & 15) and constructed in FY17. A potential grant, impact fees and TIF are the proposed funding sources for the project.

Project #430-078-P

**McMullen Road Sidewalk Construction** Total Cost: \$373,000 FY 2016

Impact Fees/Grant/~~Developer Sidewalk Fund~~

This project is for construction of sidewalk along McMullen Road from Railroad Street to Hobbs Road. The sidewalk will provide pedestrian linkage for several neighborhoods along McMullen Road. The Town received a Bike/Pedestrian grant for \$330,700 to help offset the cost of final design and construction. 10% (\$42,300) match in Impact Fees money was set aside in FY 2015. Construction is estimated to begin in FY15, with completion in FY 16. No further funding is proposed for this project.

Project #430-085-B

**Combined Public Works Facility** Total Cost: \$3,027,000 FY 2016 & FY 2017

(FY14: \$6,000 & FY16: \$27,000 - Engineering; FY17: \$2,994,000 - Build)

Debt Service/Impact Fees/Other

This project was studied by Architects in 2014 along with a larger general facilities study. The smaller size of the proposed new trucks may alleviate some of the previous space issues. If funding becomes available in the future, a new public works facility may be considered, as long as it is financially prudent and cost effective to do so. However, the parameters of the project and the facility size need further due diligence. Funds previously set aside in prior years, along with \$27,000 in further funds from the Georgia Wind Fund, will be used for further study in FY 16.

Project #430-087-S

**Survey of Municipal Property** Total Cost: \$60,000 FY 2018

General Fund/Impact Fees

The project will be used as a base plan of the future uses of the complete property. Currently, there are several maps of the properties that have been copied and

taped to make a complete map, which makes it difficult to see the locations of the property lines on the drawing, and especially in the field. This project will delineate and flag the outside boundaries of all municipal property, including the Eagle Mountain, Municipal Forest, and Municipal Complex properties. Note: Research will verify whether or not existing surveys are sufficient and if this project is needed.

### RECREATION

Project # 452-012-P

**Bombardier Park Running Path** Total Cost \$50,000 FY 2018  
1/2 Penny for Parks (\$30,000)/Other (\$20,000)

This project is for the construction of a six-foot wide, ADA accessible running path with fitness stations around the perimeter of Bombardier Park. The fitness stations will consist of stretching and strength equipment. This path is proposed for the use of the general public to have an accessible running path on Town property and its location is particularly convenient for parents who are attending youth sports games and practices. It will be used for cross-country skiing and snow shoeing in the winter. \$30,000 in funding will be from a recreation tax (½ Penny for Parks) and \$20,000 will be from various potential sources, including the National Guard, MCYC or VYCC. Construction is contingent availability of funding sources.

Project #452-013-S

**Bombardier Park Recreation Facility Design** Total Cost: \$50,000 FY 2016  
1/2 Penny for Parks

The recommendation of the 2007-2027 Recreation Master Plan identified the Town's need for an indoor, multi-generational recreation facility. The funding source for this project is from a recreation tax (½ Penny for Parks) and half of the funds (\$25,000) were set aside from the recreation tax (1/2 Penny for Parks) in FY15.

Project #452-014-B

**Bombardier Park Recreation Facility Construction** Total Cost: To Be Determined  
FY 2017

1/2 Penny for Parks

The recommendation of the 2007-2027 Recreation Master Plan identified the Town's need for an indoor, multi-generational recreation facility. The funding source for this project is from a recreation tax (½ Penny for Parks).

Project #452-015-E

**Additions to RecTrac Software** Total Cost: \$9,320 FY 2017  
General Fund/Impact Fees

This project will add the WebTrac and/or PayTrac module(s) to the RecTrac software. The WebTrac module will enable community members to register for programs/events online. The PayTrac module will allow community members to pay for the programs/events they register for online. This type of service/software is necessary due to the increased population of the Town resulting in increased demand for recreational services.

Project #452-016-P

**Park Amenities**

Total Cost: \$16,000

FY 2016

*1/2 Penny for Parks*

This project entails the construction of park amenities such as ADA improvements, electricity to the Pavilion on the Middle Rd side of the Park, additional park benches throughout the Park, replacement of the cabinets in the Field House, purchase of a portable public address system, signage, continued field house refurbishment, ongoing maintenance to the summer 2014 revitalized Tennis Courts (i.e.: crack repair, net replacement, etc) and other park amenities deemed appropriate. The funding source for this project is from a recreation tax (1/2 Penny for Parks).

Project #452-017-S

**Recreation Master Plan**

Total Cost \$20,000

FY 2017

*Impact Fees/General Funding/Grant (\$10,000 General Fund and \$10,000 Grant)*

In 2007, the Town of Milton hired a consultant to complete a 20-year Milton Recreation Master Plan (2007-2027) and the Plan was approved by the Selectboard in 2007. This Master Plan has been used as a reference and blueprint for the past seven years by Staff and the Recreation Commission. Many of the projects in the Master Plan have been realized however many items have become obsolete or evolved or have become irrelevant over time. The population of Milton has increased dramatically in seven years and technology and the way community members receive information has evolved as well. It is recommended that a Recreation Master Plan be updated every five years. Milton Recreation is seven years in and it is recommended that an updated Master Plan conducted so that Recreation Staff and the Commission and Selectboard can continue to move forward in an informed way. Funding will come from a possible grant and the general fund.

Project #452-018-P

**Dog Park Area**

Total Cost: \$50,098

FY 2016

*(FY15: \$10,000 & FY16: \$40,098)**1/2 Penny for Parks/Impact Fees/Fund Raising/Grants~~Other~~*

A Milton Community Dog Park project is being requested to provide the public with a secure, off-leash area where visitors can let their dogs run and socialize. The project has support from community members and local pet-related businesses and organizations. Over the years, several possible locations in Town were explored however did not come to fruition. During the summer of 2014, a study was conducted to review the Town of Milton municipal campus buildings and surrounding acreage as well as the Town's needs and wishes for the future in the designated municipal area. The Town included a dog park on its list of desires. The study's consultants identified a two-acre, wooded area behind a Little League field in Bombardier Park's west side, for a dog park. Upon further review by Town staff, it was determined that this would be an ideal location for a Milton Dog Park. It is located on Town-owned recreational property, ample parking for visitors is currently in place, and there is ease of maintenance for Town staff due to its proximity to other municipal buildings and grounds. \$5,000 in funding in Impact fees and \$5,000 funding from the recreation tax (1/2 Penny

for Parks) was set aside in FY15 and the remaining \$40,098 in FY 16 will be funded by impact fees and the recreation tax, with potential alternate funding from a grant and fund raising. If grant(s) are secured, those funds would offset impact fee funds.

Project #452-019-B

**Construction of Restrooms – Middle Road Park** Total Cost \$100,000 FY 2019

*½ Penny for Parks/Impact Fees/Grant*

This project is being proposed on the east side of Bombardier Park on Middle Road (Tennis Court). The Park is currently home to four (4) revitalized tennis courts, horseshoe pits, sand volleyball court, picnic pavilion, 2 BBQ grills, multi-purpose athletic fields, walking trails and a new playground structure. There are currently no restroom facilities on the east side of the park (“Middle Road Park”). A port-o-let is provided by the Town from April-October. Restroom facilities are located on the other side of the park; an approximate 5-10 minute walk. This project entails the research and construction of a double or multi-user, concrete, pre-fab, seasonal restroom within the Park. Funding will come from a recreation tax (½ Penny for Parks) and a possible grant.

Project #452-020-P

**Construction of Skatepark** Total Cost \$144,000 FY 2018-2020

*½ Penny for Parks/Impact Fees/Grant*

This project, the construction of a Skatepark in Milton, is still in the early development stages. The project is being requested to provide community members (notably Milton youth) with a designated safe area to enjoy the use of skateboards, bikes, scooters, rollerblades, etc. This area would most likely be blacktop or cement with skatepark equipment, features and elements. The project has support from Milton youth, Milton school representatives, parents and members of the community who work with youth. This project is referenced in the Town of Milton 20-Year Recreation Master Plan (2007-2027), which was accepted by the Selectboard in 2007 and the 2014 Public Works/Recreation Facility Study. This project will take several years to complete. Funding will come from a recreation tax (1/2 Penny for Parks), the General Fund, Impact Fees, and potentially grants and fundraising.

Project #452-021-P

**Tennis Court Resurfacing & Reconstruction** Total Cost \$15,000 FY 2021

*1/2 Penny for Parks/~~Impact Fees~~/Grant*

This project entails the long-term maintenance of the Milton Tennis Courts on the Middle Rd side of Bombardier Park, which were revitalized in spring 2014. During this process, cracks were filled, membrane applied, three coats of paint, new nets, posts, backboards and benches. After the project was complete, Recreation staff asked the contractor for a recommended maintenance schedule to help ensure the life of the courts. It is recommended that the courts be completely resurfaced again in FY21 (approximately \$14-\$15K). Reaching FY27, the courts may be at a point where reconstruction is a more cost beneficial way to go. The

estimate to rebuild the courts at that time will be approximately \$260-280K.

### PLANNING & ECONOMIC DEVELOPMENT

Project # 461-009-P

**Multi-Use Pathway #1 – Haydenberry Drive**      *Total Cost: \$TBD*      *FY TBD*  
*Grant/Impact Fees*

This project is for creating a Safe Across 7 pathway. The Ad Hoc Recreation Pathways Committee Evaluation Report, dated October 15, 2009, identifies the #1 priority pathway as providing a connection between Milton High School and Bombardier Park. The slogan for this pathway is *Safe Across 7*, creating a safe way to cross Route 7. The Ad Hoc Recreation Pathways Committee has delineated the proposed route of this pathway as connecting through the high school to Haydenberry Drive, continuing down Haydenberry Drive towards Route 7, crossing Route 7 at the light at Centre Drive, and continuing down Centre Drive to the municipal complex on Bombardier Road. A large section of this pathway along Haydenberry Drive was constructed in 2013 by the developer of the shopping center project, as was the Route 7 light and crossing. Approximately 310 feet will be built along with a development that begins construction in the fall of 2014. A gap of approximately 140 feet will continue to exist between the recently completed shopping center portion of the path and the existing portion of the path that begins near Strawberry Lane. This project was in the FY 2015 CIP for funding for the construction of the 10-foot wide asphalt multi-use pathway along Haydenberry Drive and a path that would connect to the High School as well as connector paths to Route 7. The Town received funding through the CCRPC to conduct a scoping study in FY 2015 and intends to construct the remainder of the path in FY 2016 along with a portion of the path that would connect directly to the High School. An estimate of \$90,000 is projected for the remaining Haydenberry section and \$210,000-\$493,000 for path connecting to the High School. Additional pathways The cost provided is an estimate, as more specific construction costs will be based on construction cost estimates in the Scoping Study. Construction of this project in is dependent on a successful grant application.

Project #461-010-E

**Town Core and Village Lighting Project**      *Total Cost \$580,000*      *FY 2017*  
*TIF/Other*

In the Town Core, the existing GMP street lighting will be replaced and new lighting installed in the antique-style street lighting that helps to establish a sense of place in the new town core. The project is generally located Route 7, Centre Drive, Bombardier Road, Middle Road and Railroad Street. The existing rented GMP street lighting will be replaced with antique style lighting that enhances the appearance of the historic village. The village project is generally located on Main Street, School Street, Cherry Street and River Street. This project was previously a standalone project. The total cost for the Town Core lighting is estimated at \$200,000 and the Village lighting project is estimated at \$380,000. Funding sources for the project is anticipated to be the Town Core TIF.

Project #461-013-P

**Town Forest Improvements**

Total Cost: \$62,700

FY 2016 –FY 2019

(FY16: \$24,000; FY17: \$38,700; FY18-FY21 TBD)

*Impact Fees/Grants*

A number of improvements were proposed in accordance with the Town Forest & Bove Property Management Plan approved by the Selectboard in 2011. In FY 2015, the Town received a grant for the design of an accessible trail connecting the parking lot to the main trail network. Funding for construction of this trail, the Bove Connector trail, is planned for FY 16. Total costs for the construction of the trail is estimated to be \$24,000. A VT Recreational Trails Program grant is the expected funding source (\$20,000) along with a 20% (\$4,000) match from a Impact Fees. A second phase of the trail leading from the connector trail to the Milton Swamp, ending at an observation deck would be proposed for the next step in construction to begin in FY 17. Cost estimated for this phase, including the design, is approximately \$38,700. Funding will be from grants and Impact Fees The order of construction for future year's projects will be determined by the Management Plan and immediate need, but specifics for the timing and priority will be determined at a later date. Projects might include trails, signs and primitive camping. These improvements are described in more detail in the Management Plan and the Bove Property: Natural Resource Assessment & Land Use Planning Report done by Lamoureux & Dickinson in 2009. Improvements of parking and access and the addition of trails and signage at both the Bove Property and the Town Forest are recommendations in the Milton 20-Year Recreation Master Plan (2007-2027). These recommendations are incorporated into the 2013 Comprehensive Plan by reference.

LIBRARY

There are no capital projects proposed by the Library.

PUBLIC WORKS – Water Division

Project # 500-039-E

**Water/Wastewater Vehicle Fleet**

Total Cost: \$177,000 FY2016- FY2018 & FY2020

Water & Wastewater Enterprise Fund/Wastewater Fund Balance

This project will add one new vehicle to the existing water and wastewater fleet and allow for a replacement schedule for the existing vehicles in the fleet. Currently, there are four vehicles in the fleet and six employees. Water/Wastewater staff efficiency can be improved if another vehicle is added to the fleet by allowing him/her to work independently out in the system. Costly repairs and vehicle downtime can be eliminated by developing a replacement schedule before the vehicles reach the end of their useful lives. All cost estimates for the replacement vehicles are the net cost after trade-in value of old vehicles. Funding for FY 16 is from the wastewater fund balance. The following is the proposed schedule:

**2016** – Replace 2003 Ford F-250 - \$36,000

- 2017** – Replace 2006 Chevrolet Colorado - \$30,000  
**2018** – Replace 2007 Chevrolet Silverado - \$36,000  
**2020** – Replace 1999 E-450 - \$75,000

Project #500-040-P

**Lake Road 12" Water Main** Total Cost: \$1,125,000 FY 2018 & FY 2019  
(FY18: \$375,000 W EF FY19: \$750,000 DS)

*Water Enterprise Fund/Debt Service*

This project will extend a 12" main up Lake Road from the intersection of US Route 7 to Manley Road. Originally, this project was included with the Arrowhead Tank Upgrade. The project will upgrade the hydraulic capabilities of the area and provide adequate fire flows for a densely populated area. The 12" water main will still be able to serve a water tank on Arrowhead Mountain if it is ever needed. This project should be constructed with the Jonzetta Court/Pep Place project (#500-025-P) as part of Contract 17 (projects 500-025-P and 500-040-P have been combined). This will include extending the existing 4" waterline cross-country between Jonzetta Court and Pep Place with 500' of new 4" waterline to create a loop in the system, eliminate a dead end, and improve distribution capacity in this area. A portion of this project was constructed in FY 12 as part of the Lake Road Intersection Realignment. Completion of the remaining portions of this project is yet to be determined. Cost estimates are based on the 2014 Water Systems Facilities Plan Update.

Project #500-042-P

**Fire Hydrant Replacement & New Hydrant Installation** Total Cost: \$176,115  
FY 2017 – FY 2021 (FY17: \$32,448; FY18: \$33,746; FY19: \$35,096; FY20: \$36,500;  
FY21: \$38,325)

*Water Enterprise Fund*

This project is to replace four old or damaged fire hydrants per year. If there are not four old or damaged fire hydrants that require replacement, new fire hydrants will be added to fill in the gaps on the water system to ensure a hydrant is at least every 500 feet in the populated areas of the system.

Project #500-043-P

**Beaverbrook Water Distribution System Improvements** Total Cost: \$4,070,000  
FY 2019 & 2000 (FY19: Engineering - \$1,000,000 & FY20: Construction - \$3,070,000)

*State Revolving Loan Fund*

This project is to replace undersized water mains and substandard materials, reduce leakage, increase system hydraulic capacity, protect water quality, and add fire protection to a densely populated area. The project area includes Meadow Road, Hobbs Road, Woodcrest Circle, Hemlock Road, Beaverbrook Road, Kingswood Drive, and McMullen Road. This should be scheduled at the same time as the wastewater expansion (Project 550-023-P). The possibility of this project going ahead is dependent on securing alternative funding sources to reduce the impact on ratepayer's costs. Engineering is expected to begin in FY16 with construction in FY17. Cost estimates are based on the 2014 Water Systems Facilities Plan Update.

Project #500-046-P

**Replace 4,200 LF of Water Mains with 12" DI Loop Water System – Railroad Street**

Total Cost: \$1,575,000

FY 2017 & FY 2018

(FY17: Planning/Design - \$526,000 W EF FY18: Construction - \$1,050,000 Debt Service)

Water Enterprise Fund/Debt Service

Replace 4,200 LF of existing 2", 4", and 6" water mains with 12" ductile iron. Loop water system to improve water system hydraulics and fire protection. Replace 70-year old 2" water line under the Railroad Street railroad crossing. Replace 70-year old 4" water main extending from Main Street. Install a second fire flow/pressure reducing valve to augment fire flows on the low-pressure hydraulic zone of the water system and provide redundancy for the existing fire flow/prv on River Street. Eliminate a normally closed isolation valve between the low and high-pressure hydraulic zones. Cost estimated using RS Means 2008 as adjusted for inflation. Cost includes design and construction engineering services. The Railroad Street portion at the railroad crossing should be completed prior to upgrading the rail crossing. Estimated cost - <\$100,000. Cost estimates are based on the 2014 Water Systems Facilities Plan Update.

Project #500-047-E

**Replace 100KW Generator with 60KW Generator – McGrath Reservoir (Water Plant)**

Water Enterprise Fund

Total Cost: \$40,000

FY 2017

This project will replace the original 100 KW LP gas emergency generator and switchgear with a smaller, more efficient 60 KW LP gas, emergency generator at the McGrath Reservoir (Water Plant) site.

PUBLIC WORKS – Wastewater Division

Project #550-005-E

**Video Inspection Camera & Software**

Total Cost: \$78,000

FY 2017

Enterprise Fund-Wastewater

This project is for the purchase of a sewer camera that attaches to the flushing nozzle of the Vac truck. Currently, the Town does not have the equipment to video sewer mains. A self-enclosed portable system provides a stable platform for the equipment, which can be removed from the vehicles when not in use. Video inspections are required by state regulations on a regular basis. Inspections are required annually in known hot spots, every three years at stream crossings, and every five years for sewer mains that are over ten years old. This work is now contracted out at an annual average cost of \$20,000. The town is exploring an option to contract out with South Burlington to use their video equipment, which could reduce the current annual cost.

Project #550-006-E

**Septic Transfer Pump – Sewage Grinder**

Total Cost \$21,731

FY 2016

Wastewater Fund Balance

This project is for the purchase of a sewage grinder on the inlet into the Septage Transfer Pump. The Septage Transfer Pump is located in the Biosolids and

Septage receiving facility at the Wastewater Treatment Plant. The Septage transfer Pump transfers septage fro the septage hold tank to the plant for processing. The inlet to the Septage Transfer Pump has clogged on numerous occasions. Clogging can lead to significant damage and down time to equipment. The Septage Receiving Program is an important source of revenue to the Wastewater Enterprise Fund.

Project #550-024-P

**Beaverbrook Residential PH I Sewer Expansion** Total Cost: \$6,765,000

FY 2019 & FY 2000 (FY19: Planning/Design/Engineering \$2,255,000 – SRF; FY20: Construction \$4,510,000 – Debt Service)

State Revolving Loan Fund/Debt Service

See Town of Milton Wastewater Expansion Study, February 2008, by Forcier, Aldrich & Associates., with updated 2014 cost estimates by Aldrich + Elliott. Recommend project to be constructed in conjunction with water system upgrades in the same service area. The possibility of this project going ahead is dependent on securing alternative funding sources to reduce the impact on ratepayer's rates.

#### SCHOOL

Project #800-031-B

**Elementary School Addition**

Total Cost: \$225,858

FY 2016 – FY 2018

(\$75,286/year)

Impact Fees

The above total reflects only the total impact fees to be collected by the Town for this project during FY years 2016-2018 of this Capital Improvement Plan. Impact fees are projected to be collected over a twenty-year period (1999 to 2018).

## CHAPTER 4 IMPACT FEE SCHEDULE

### INTRODUCTION

This impact fee schedule, prepared by the CIP Committee, is intended to support the Town of Milton's *Impact Fee Ordinance*, and includes several major components:

- (a) Identifies those capital improvement needs which can and should be funded by the assessment of impact fees,
- (b) Identifies the portion of the cost of these items which should be apportioned to new development, and
- (c) Calculates the impact fee which should be assessed for new development.

An impact fee is a charge assessed to new development and is used to fund public improvements necessitated by such new development. As defined by 24 V.S.A. Chapter 131, impact fees are defined as:

*A fee levied as a condition of issuance of a zoning or subdivision permit which will be used to cover any portion of the costs of an existing or planned capital project that will benefit or is attributable to the users of the development or to compensate the municipality for any expense it incurs as a result of construction. The fee may be levied for recoupment of costs for previously expended capital outlay for a capital project that will benefit the users of the development.*

In addition, the Milton CIP Committee has defined impact fees to cover only new projects, equipment, or construction. For example, replacement fire trucks or police cruisers cannot be purchased utilizing impact fees.

24 V.S.A. Chapter 131 requires that, after July 1, 1992, impact fees must be based on a duly adopted capital improvement program as has been described in the previous chapters.

There are several different ways impact fees can be applied to a capital project. In advance of starting an anticipated capital project, impact fees can be collected and placed in an interest bearing account. Impact fees must be spent within six years of when they were first collected. Impact fees can also be utilized to cover a capital project that has been financed by a bond, loan, or other form of long-term financing.

If funds are collected or special assessments are already designated for capital projects, impact fees cannot also be collected for them. One example of this is the Enterprise Fund, designated for water and wastewater capital projects. Because the Enterprise Fund is designated to be used for capital projects, impact fees cannot be used towards any of these items.

### CAPITAL NEEDS

The previous chapters describe capital improvements and potential funding sources. Specific projects, which are needed to serve new development within the town in order to maintain an appropriate level of service consistent with the Comprehensive Plan, the Capital Improvement Program, and the various studies that have been conducted for the Town of Milton, should be funded through the assessment of impact fees based on a proportion of the total cost of the improvement attributable to new development (e.g., 50%, 100% of the total cost).

Fees levied from new development are used to cover any portion of the costs of an existing or planned capital project that will benefit or is attributable to the users of the development, or to compensate the Town of Milton for any expenses it incurs as a result of construction. Based on growth projections conducted in 2004 by the Planning Department, new development is projected to account for approximately 50% of the total impact associated with various capital improvement projects for which impact fees will be assessed. The impact fee is calculated as 50% of the **total** project cost. An exception to this formula occurs when a proposed capital improvement item is deemed needed solely due to future growth and development in the Town, such as growth-related studies, in which case 100% of the project cost may be funded by impact fees.

### IMPACT FEE CATEGORIES

Impact fees will be used to fund projects that fall within the following categories:

- 1) Education
- 2) Transportation
- 3) Recreation/Culture
- 4) Public Safety
- 5) General Administration & Planning
- 6) Debt Service for Fire Station and Municipal Building

The specific projects to be funded are described within this Capital Improvement Plan and appear in the impact fee schedule at the end of this chapter. The percentages of the impact fees to be paid into each category are described below.

### CALCULATION OF IMPACT FEES

The amount of the impact fee shall be an estimate of the categorical needs attributed to new development. The estimate for FY 2016 includes several existing projects. The Town estimates there will be approximately 70 new dwelling units permitted in fiscal year 2016. Some of these units (20 estimated) will be one-bedroom or elderly housing units. Therefore, based on the number of units estimated to be permitted and the projects for which impact fees are needed, the Town will need to collect \$4,420,651 from each new residential unit built in Town, with a partial exemption given to lower-impact development as described in the Town of Milton Impact Fee Ordinance and below. This is the same fee

as was charged in FY 2014, where the last increase in impact fees occurred. The impact fees shall be specifically calculated and distributed as described below. Residential development will be assessed impact fees for all the capital needs identified. Non-residential development is not assessed an impact fee. This is a policy of the Selectboard to stimulate and encourage commercial and industrial development.

The Milton Selectboard reserves the right to amend the impact fee during the course of the fiscal year or to adjust the impact fee categories and the percentages of impact fees allocated to each category, to ensure that enough funds are being collected to cover the costs of approved capital projects.

### Residential Impact Fees

Residential dwelling units containing two or more bedrooms shall pay an impact fee of ~~\$4,4202.651~~ per unit. Due to their lower expected impact on Town services, elderly housing units and residential dwelling units containing 1-bedroom, but not including accessory apartments, shall pay 75% of the total impact fee assessed for residential dwelling units; this equals an impact fee of ~~\$3,3151.988~~. For the purposes of calculating impact fees, a bedroom is defined as follows: any room in a residential structure that is at least 80 square feet in area, that is or could be used as a private sleeping area, and that has at least one window, one closet, and one interior method of entry or exit, excluding closets and bathrooms, allowing the room to be closed off from the remainder of the residence for privacy; or any room within a building or structure that actually serves primarily as sleeping quarters.

~~The residential impact fee for residential units (except for elderly housing units and residential dwelling units containing 1 bedroom, but not including accessory apartments, which shall have a separate breakdown) shall be broken down into project categories as follows (expressed as a percentage of the total impact fee assessed):~~

- ~~1) Education — 30%~~
- ~~2) Transportation — 32%~~
- ~~3) Recreation/Culture — 12%~~
- ~~4) Public Safety — 8%~~
- ~~5) General Administration & Planning — 8%~~
- ~~6) Debt Service for Fire House and Municipal Building — 10%~~

~~The residential impact fee for elderly housing units and residential dwelling units containing 1 bedroom, but not including accessory apartments, shall be broken down into project categories as follows (expressed as a percentage of the total impact fee assessed):~~

- ~~1) Education — 5%~~
- ~~2) Transportation — 40%~~
- ~~3) Recreation/Culture — 20%~~
- ~~4) Public Safety — 10%~~
- ~~5) General Administration & Planning — 10%~~

**6) Debt Service for Fire House and Municipal Building—15%  
COLLECTION OF IMPACT FEES**

In the past, impact fees were collected at the time a Zoning Permit was issued. In an attempt to lessen the financial burden on developers due to start-up costs incurred through permit fees, beginning in FY 2006 impact fees have been collected at the time a final inspection for a Certificate of Compliance/Occupancy (CO) is requested. If they prefer, developers still have the option of paying the impact fee at the time the Zoning Permit is issued. No CO inspection shall be scheduled, nor shall the inspection take place, until the full impact fee is collected.

IMPACT FEES TO BE ASSESSED FOR FY2016				
Capital Improvement Projects		COST		Maximum
Municipal Complex		Debt Service		\$18,000
Fire Station		Debt Service		\$12,000
Route 7/River Street Sidewalk		\$16,000		\$3,200
Town Forest Improvements		\$24,000		\$4,000
Dog Park (50% of Cost)		\$50,098		\$20,049
School Addition		Debt Service		\$75,286
		<b>Total</b>		<b>\$132,535</b>
<b>IMPACT FEE CALCULATION</b>				
50-2 bedroom residential units (5 year average)				
20-2 bedroom residential units (5 year average)				
Total Capital Costs/50=Impact Fee for 2 bedroom units				\$2,651/unit
75% of 2 bedroom fee=Impact Fee for 1 bedroom unit				\$1,988/unit

Field Code Changed

IMPACT FEE SCHEDULE FY2016-2021

The following projects are eligible to be funded by impact fees collected during the duration of this Capital Improvement Plan (FY 2016-2021). However, when developing the Capital Improvement Plan in subsequent years, the projects may be revised to reflect changes in scope and/or cost, to add or delete projects, or to move projects to another fiscal year, as is deemed necessary during the budget process.

Education Category

- 1) Elementary School Addition – Project #800-031-B

Transportation Category

- 1) ~~Salt Brine Production Machine – Project #430-015-E~~
- 2) Route 7/River Street Sidewalk Gaps – Project #430-025-P
- 3) ~~Lake Road 36" Culvert Replacement – Project #430-028-P~~
- 4) ~~McMullen Road Sidewalk Construction – Project #430-078-P~~

Recreation/Culture Category

- 1) ~~Additions To Rec-Trac Software – Project # 452-015-E~~
- 2) ~~Recreation Master Plan – Project #452-017-S~~
- 3) ~~Dog Park Area – Project #452-018-P Construction of Restrooms – Middle Road~~
- 4) ~~1) Park – Project #452-019-B~~
- 5) ~~Construction of Skatepark – Project #452-020-P~~
- 6) ~~Tennis Court Resurfacing & Reconstruction – Project #452-021-P~~
- 7) ~~Multi-Use Pathway #1 Haydenberry – Project #461-009-P~~
- 8) ~~2) Town Forest Improvements – Project #461-013-P~~

Public Safety Category

- 1) Fire Station – Project #410-009-B
- 2) ~~New License Plate Reader – Project # 420-002-E~~
- 3) ~~All Terrain Vehicle w/Trailer & Attachments – Project 421-023-E~~
- 4) ~~Public Works Repeater – Project #430-011-E~~

General Administration & Planning Category

- 1) Municipal Complex – Project #410-008-B
- 2) ~~Combined Public Works Facility – Project #430-085-B~~
- 3) ~~Survey of Municipal Property – Project #430-087-S-S~~

**FY 2016 - Amount from Impact Fees Needed Per Category**

Category:	Education Category	Transportation Category	Recreation/Culture Category	Public Safety Category	General Administration/Planning Category
<b>Project Name &amp; Amount:</b>	Elementary School	RT 7 S./River St Sidewalk	Town Forest Improvements	Fire Station -	Municipal Complex - \$18,000

	Addition \$75,286	- Gap & Retaining Walls - \$3,200	- \$4,000	\$12,000	
		<del>Lake Rd 36" Culvert Replacement- \$3,500</del>	Dog Park Area- \$20,049		
<b>Total Amount/ Category FY 2016:</b>	<b>\$75,286</b>	<b><del>\$3,200</del> <u>\$3,26,780</u></b>	<b>\$24,049</b>	<b>\$12,000</b>	<b><del>\$18,000</del> <u>18,000</u></b>

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## CHAPTER 5 SUMMARY AND RECOMMENDATIONS

### Summary and Recommendations

The previous chapters have identified, described and scheduled capital improvement projects for the Town of Milton for Fiscal Years 2016 through 2021. After a review of the identified capital improvement needs and an analysis of the Town's financial future, the CIP Committee makes the following recommendations.

- 1) The Capital Improvement Plan, as described in this study, should be adopted and implemented.
- 2) It is essential that items for which impact fees are to be collected be funded in subsequent capital budgets, otherwise funding will have to be returned to contributors. This plan must be coordinated with the Town's annual budget so that the capital items identified for the current fiscal year capital budget are accounted for in the capital projects line item.

**Appendix A**

**Inventory of Items – FY 2014**

Department	Capital Item	Purchase/ Construction Date	Useful Life (Years)	Current Level of Service (Years)
<b>FIRE &amp; RESCUE</b>	2001 Sutphen Tower Truck	2012	15	1
	2012 Ford F-350 Pick Up	2012	15	1
-	1994 Fire Truck w/Pumper E-1 (25E5)	1994	10	18
	2009 E-One Traditional Series Pumper w/emergency equip.	2009	5	3
-	Trailer (Haulmark)	1995	10	17
	16' Boat Trailer	1986	10	26
	16' Boat Trailer	1986	10	26
-	1 Ton Truck (1989) (25H9) GMC	1989	5	23
-	1996 1 Ton Truck GMC (25B5)	1996	5	16
-	1999 Ambulance (Ford E450)	1999	5	13
-	2008 Chevy C4500 Highliner Ambulance	2008	5	4
-	Bombardier Road Fire Station	2003	30	9
-	Kienle Road Fire Station	1966	30	46
-	Rescue Building	1989	30	23
-	E-1 Pumper 1999 (25E6)	2000	10	12
-	New Doors Rescue Building	2004	20	8
-	Thermal Imager (Evolution)	2003	5	9
-	Change over to VIBRS	1998	5	14
-	7 Pagers/6 Radios (Rescue)	2004	5	8
-	Pagers/Receivers/Portable and Base Radio/Gear (Fire)	2004	5	8
	Rescue Randy (Mannequin)	2005	5	7
	Multi-Gas Meter (Rescue)	2005	5	7
	Telemetry Evolution 5000 (Fire)	2005	5	7
	Mobile Base (Rescue)	2005	5	7
	2005 International Tanker	2005	10	7
	10 Scott Airpack & voice amp brackets (Fire)	2005	5	7
	2 AEDs/Batteries/Misc. Supplies (Rescue)	2005	5	7
	8 VHF Radios/battery 2 UHF Radios/battery (Rescue)	2005	5	7
	5 VHF Radios/battery 1 UHF Radio/battery/charger/bracket (Fire)	2005	5	7
	Stair Chair	2005	5	7
	5 660 Metro Helmets w/Goggles (Fire)	2005	5	7
	Bunker Gear/Boots/Helmets	2005	5	7
	Booster Pump & Containment System	2006	5	6

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<b>Inventory of Items – FY 2014</b>				
<b>Department</b>	<b>Capital Item</b>	<b>Purchase/ Construction Date</b>	<b>Useful Life (Years)</b>	<b>Current Level of Service (Years)</b>
<b>LIBRARY</b>	Computer Automation	1998	20	15
	Athena Software	1999	10	14
	Printer	2008	3	4
	Library Expansion	2010	40	3
	2006 Ford Starlight	2012	10	2
<b>SCHOOLS</b>	Milton Elementary School	1998	30	13
	- High School	1969	30	42

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CONFIDENTIAL AND PRIVILEGED  
ATTORNEY-CLIENT COMMUNICATION  
May 28, 2015

VIA ELECTRONIC AND U.S. MAIL

Selectboard  
Town of Milton  
43 Bombardier Road  
Milton, VT 05478

Re: Review of applications under the Milton Interim Zoning Bylaw

Dear Selectboard Members:

We are writing in preparation for your review of applications for approval of land development that is prohibited by the Milton Interim Zoning Bylaws (hereinafter the "Bylaw").

For the reasons set forth in the Purpose section of the Bylaw, the Selectboard adopted the Bylaw and prohibited certain residential uses in the M1, M2, M4, M5 and M6 zoning districts and Public Warehousing in all zoning districts. These prohibitions are based on the Selectboard's determination that those types of land development will or could be contrary to the permanent zoning bylaws (the "Amendments") that the Town ultimately adopts for the affected zoning districts.

State law and the Bylaw permit the Selectboard to consider granting a type of waiver for development that is prohibited by the Bylaw. Article IV of the Bylaw provides the standards under which the Selectboard may, but is not required to<sup>1</sup>, authorize the issuance of a zoning permit for prohibited land development. When

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<sup>1</sup> Compare 24 V.S.A. section 4415(d) with 24 V.S.A. section 4469(a), which states, in relevant part: On an appeal in which a variance from the provisions of a bylaw is requested the development review board *shall grant* variances and render a decision in favor of the appellant, if all the following facts are found, and the finding is specified in its decision. *See* 24 V.S.A. section 4469(a) (Emphasis added).

Selectboard  
Town of Milton  
May 28, 2015  
Page 2

the Selectboard receives a request to authorize the issuance of a permit for development that is prohibited by the Bylaw, the burden is on the applicant to overcome the presumption that, based on the reasons for the Bylaw set forth in the Purpose section, prohibited development will or could be contrary to the Amendments that the Town eventually adopts.

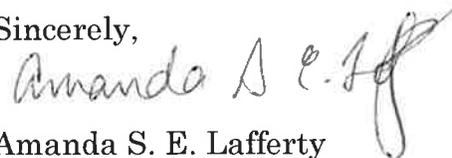
The Selectboard may grant such authorization only upon a finding that the proposed use is consistent with the health, safety and welfare of the Town. *See* the Bylaw, Section IV(A). If, based on the purposes of the Bylaw, the Selectboard determines that the proposed land development will or could be contrary to the Amendments that the Town eventually adopts, then the proposed development is not consistent with the health, safety, and welfare of the Town and the Selectboard may deny the request.

If the applicant successfully overcomes the presumption that the proposed development will or could be contrary to the Amendments, then the applicant must demonstrate that the proposed development will not result in an undue adverse effect on any of the six criteria listed in Section IV. The Selectboard may authorize the issuance of a zoning permit only upon findings and conclusions that the proposed development will not have an undue adverse effect on:

- i. The capacity of existing or planned community facilities, services, or lands.
- ii. The existing patterns and uses of development in the area.
- iii. Traffic on roads and highways in the vicinity.
- iv. Environmental limitations of the site or area and significant natural resource areas and sites.
- v. Utilization of renewable energy resources.
- vi. Municipal plans and other municipal bylaws, ordinances, or regulations in effect.

We have attached a draft form Notice of Decision for your consideration and use, which we also have provided electronically to the Planning Department Staff. We hope this letter is responsive to your concerns. Please feel free to contact us with any additional questions. Thank you.

Sincerely,



Amanda S. E. Lafferty

Enclosures

TOWN OF MILTON  
SELECTBOARD  
43 Bombardier Road, Milton, Vermont 05468  
802.893.6655  
[www.miltonvt.org](http://www.miltonvt.org)

NOTICE OF DECISION  
Interim Zoning Bylaw Application  
Address of property  
Applicant

Summary:

Application & Applicant:

Ownership:

Warning and Notice of Hearing:

Hearing:

Applicable Regulations: The application is subject to and reviewed under the Milton Interim Zoning Bylaws which took effect on April 6, 2015.

Selectboard Participation:

Applicant Representation:

Interested Persons: At the outset of the hearing, the Selectboard afforded all those persons who wished to participate in the hearing an opportunity to be sworn in and sign the hearing sheet. A copy of the hearing sheet is maintained in the application's file.

Exhibits: All exhibits are maintained in the application's file.

Based upon the testimony and other evidence provided to the Selectboard at the public hearing, the Selectboard finds, concludes and decided as follows:

FINDINGS OF FACT

Location:

Description of Existing Use(s) and Structure(s):

Description of Proposed Use(s) and Structure(s):

CONCLUSIONS OF LAW

I. APPLICABILITY OF THE INTERIM ZONING BYLAWS

The Milton Interim Zoning Bylaws apply to all Zoning Districts established and listed in Article II of the Milton Zoning Regulations. The development is proposed on land located in the \_\_\_\_\_ District and therefore, is subject to the Interim Zoning Bylaws.

There is a well founded judicial recognition of the fact that substantial time and effort are required to compose a sound comprehensive zoning plan. *Town of Mendon v. Ezzo*, 129 Vt. 351, 356 (1971). As provided in the Purpose of the Interim Zoning Bylaws, residential development has outpaced commercial development in the Town Core, thereby upsetting the ratio of uses that the Town desires and for which the Town has planned, and the impacts of public warehousing may frustrate the Town's goals both in the Town Core and throughout Milton. It would be destructive of the final result and purpose of comprehensive zoning if, during the critical formulative period, persons could frustrate the Town's overall goals both in the Town Core and throughout the Town before the Town could adopt amendments to the Milton Zoning Regulations. *See Town of Mendon v. Ezzo*, 129 Vt. 351, 356-357, 358 (1971). For the reasons set forth in the Purpose section of the Interim Zoning Bylaws, the Selectboard determined that certain types of development will or could be contrary to the amendments to the Milton Zoning Regulations that the Town presently is contemplating and prohibited that development.

The proposed use, \_\_\_\_\_, is prohibited by Section II( ) of the Interim Zoning Bylaws.

II. STANDARDS OF REVIEW

As set forth above, the proposed use(s) and/or structure(s) are prohibited by the Interim Zoning Bylaws. Despite this prohibition, the Selectboard may authorize the issuance of a zoning permit for land development as a conditional use not otherwise permitted by the Interim Zoning Bylaws, but only pursuant to the following standards.

- A. Is the Proposed Development Consistent with the Health, Safety, and Welfare of the Town of Milton?

To determine whether the proposed development is consistent with the health, safety, and welfare of the Town of Milton, the Selectboard considers whether it is the type of development that will or could be contrary to the amendments to the Milton Zoning Regulations that the Town is contemplating.

The goals discussed in the Purpose statement in Section I of the Interim Zoning Bylaws guide the Selectboard's analysis.

[analysis]

Based on this analysis, the Selectboard concludes that the proposed development is not the type of development that will or could be contrary to the contemplated

amendments to the Milton Zoning Regulations and is consistent with the health, safety, and welfare of the Town of Milton.

OR

Based on this analysis, the Selectboard concludes that the proposed development will or could be contrary to the contemplated amendments to the Milton Zoning Regulations and is not consistent with the health, safety, and welfare of the Town of Milton.

B. Is the Proposed Development Consistent with the Standards Identified in Section IV(A)(i) – (vi)?

Even when the Selectboard concludes that a proposed development is consistent with the health, safety, and welfare of the Town of Milton, the Selectboard also must conclude that the proposed development will not result in an undue adverse effect on any of the criteria listed in Section IV(A) of the Interim Zoning Bylaws in order for the Selectboard to authorize the issuance of a zoning permit for the proposed development.

Interim Zoning Bylaws Section IV(A)(i): The proposed development shall not result in an undue adverse effect on the capacity of existing or planned community facilities, services, or lands.

[analysis]

Interim Zoning Bylaws Section IV(A)(ii): The proposed development shall not result in an undue adverse effect on the existing patterns and uses of development in the area.

[analysis]

Interim Zoning Bylaws Section IV(A)(iii): The proposed development shall not result in an undue adverse effect on traffic on roads and highways in the vicinity.

[analysis]

Interim Zoning Bylaws Section IV(A)(iv): The proposed development shall not result in an undue adverse effect on environmental limitations of the site or area and significant natural resource areas and sites.

[analysis]

Interim Zoning Bylaws Section IV(A)(v): The proposed development shall not result in an undue adverse effect on utilization of renewable energy resources.

[analysis]

Interim Zoning Bylaws Section IV(A)(vi): The proposed development shall not result in an undue adverse effect on the Town of Milton Comprehensive Plan and other Town bylaws, ordinances, or regulations in effect.

[analysis]

Town of Milton, Vermont 2013 Comprehensive Plan

Upon review and consideration of the goals of the Comprehensive Plan, the Selectboard concludes that the proposed development will/will not result in an undue adverse effect on the Comprehensive Plan

Milton Zoning Regulations, effective January 5, 2015, and Milton Subdivision Regulations, effective June 28, 2010

If the following conditions are met, the proposed development will not result in an undue adverse effect on the existing Milton Zoning Regulations or Milton Subdivision Regulations:

1. Applicant shall receive all necessary approvals from the Development Review Board before the Administrative Officer may issue a zoning permit.
2. Applicant shall obtain a zoning permit before commencing any land development on the subject property.

Any other applicable ordinances?

If the following condition is met, the proposed development will not result in an undue adverse effect on all other Town ordinances.

3. Applicant shall receive all other applicable Town approvals and/or permits.

Subject to the three conditions identified above, the Selectboard finds that the proposed development will/will not result in an undue adverse effect on the Town of Milton Comprehensive Plan and other Town bylaws, ordinances, or regulations in effect.

For the reasons set forth above, the Selectboard concludes that the proposed development is consistent with the health, safety, and welfare and the standards identified in Section IV(A)(i) – (vi) of the Interim Zoning Bylaws.

DECISION & CONDITIONS OF APPROVAL

Same format as DRB decisions

**Appeal Rights**

# TOWN OF MILTON SELECTBOARD

Planning & Economic Development Department  
43 Bombardier Road  
Milton, Vermont 05468-3205  
www.miltonvt.org  
(802) 893-1186



## STAFF REPORT

<b>Hearing Date:</b> June 15, 2015	
<b>Case No:</b> Selectboard 2015-01	
<b>Application(s)/Requested Action:</b> Interim Zoning Conditional Use Approval	
<b>Existing Use:</b> Public Warehousing	
<b>Proposed Use:</b> Public Warehousing	
<b>Application Received:</b> May 18, 2015	
<b>Application Deemed Complete:</b> May 19, 2015	
<b>Staff Report Finalized:</b> June 11, 2015	
<b>Applicant(s):</b> Gordon and Margaret Gilbert 200 Woodbury Rd. Burlington, VT 05408 802.862.7816	<b>Owner(s):</b> Same
<b>Engineer/License:</b> None	<b>Surveyor/License:</b> None
<b>E-911/Postal Address:</b> 37 Centre Drive	
<b>Tax Map, Parcel(s):</b> 27, 9-14	
<b>School Parcel Account Number(s) (SPAN):</b> 11286	
<b>Deed(s):</b> 365, 390	
<b>Existing Size:</b> 1.49 Acres (per the Grand List)	
<b>Zoning District(s):</b> Downtown Business District (DB1)	
<b>Comprehensive Plan Planning Area:</b> Town Core Planning Area, New Downtown Sub Area	
<b>Location:</b> Located west of Centre Drive between US Route 7 South and Bombardier Road	



**Summary Introduction:** The Applicants, Gordon and Margaret Gilbert, are requesting Interim Zoning Conditional Use approval from the Selectboard according to the effective Interim Zoning Bylaw for a proposed 5' x 60' new public warehousing (self-storage) building located at 37 Centre Drive, described as SPAN# 11286, Tax Map 27, Parcel 9-14. The property contains six existing storage buildings and a carport. The subject property contains a total of 1.49 acres and is located within the "Downtown Business (DB1)" Zoning District

**Interested Persons:** At the outset of the hearing the Selectboard shall afford those persons wishing to achieve status as an interested person an opportunity under [24VSA4465](#) to be sworn in sign the hearing sheet.

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**Comments:** Jacob Hemmerick, Town Planner; and Amanda Pitts, Zoning Administrator, herein referred to as Staff, have reviewed the application, materials and plans submitted and have the following comments. The numbered items propose conditions of approval.

**Applicant:** This matter comes before the Selectboard (SLB) on the application of Gordon and Margaret Gilbert referred to hereafter as the "Applicant".

**Application:** The Applicant requests Interim Zoning Conditional Use approval. The application was submitted by a representative of the Applicant, Lloyd Gilbert, on May 18, 2015 and deemed complete by the Town Planner on May 19, 2015. The application form was signed by the applicant on May 15, 2015. A copy of the application and all supporting materials are maintained in the application file and available for public inspection during Planning and Economic Development Department business hours.

**Ownership:** The property is owned by Gordon and Margaret Gilbert and a deed of ownership is recorded in the Town's Land Records in Volume 365, Page 390. The owner is a signatory to this application.

**Jurisdiction:** Land development is subject to the control of the Town of Milton pursuant to, but not limited to, the following: The Vermont [Planning and Development Act](#) (Act); The Town of Milton [Zoning Regulations](#) (ZR), effective January 5, 2015; The Town of Milton [Subdivision Regulations](#) (SR), effective June 28, 2010; and the Town of Milton [Interim Zoning Bylaws](#) effective April 6, 2015.

This application is specifically subject to the Interim Zoning Bylaws, which apply to all Zoning Districts established and listed in Article II of the Milton Zoning Regulations, pursuant to Section II(D) of the Interim Bylaws. The development is proposed on land located in the Downtown Business District (DB1) within the Town of Milton and is therefore, is subject to the Interim Zoning Bylaw.

There is a well founded judicial recognition of the fact that substantial time and effort are required to compose a sound comprehensive zoning plan. *Town of Mendon v. Ezzo*, 129 Vt. 351, 356 (1971). As provided in the Purpose of the Interim Zoning Bylaws, residential development has outpaced commercial development in the Town Core, thereby upsetting the ratio of uses that the Town desires and for which the Town has planned, and the impacts of public warehousing may frustrate the Town's goals both in the Town Core and throughout Milton. It would be destructive of the final result and purpose of comprehensive zoning if, during the critical formulative period, persons could frustrate the Town's overall goals both in the Town Core and throughout the Town before the Town could adopt amendments to the Milton Zoning Regulations. See *Town of Mendon v. Ezzo*, 129 Vt. 351, 356-357, 358 (1971). For the reasons set forth in the Purpose section of the Interim Zoning Bylaws, the Selectboard determined that certain types of development will or could be contrary to the amendments to the Milton Zoning Regulations that the Town presently is contemplating and prohibited that development.

Further, the proposed development, new public warehousing, is not allowed by Section II(D) of the Interim Zoning Bylaws. "New Public Warehousing" is defined by the Section III of the Interim Zoning Bylaws as meaning, "any public warehousing for which a complete application for site plan approval has not been submitted to the Milton Department of Planning and Economic Development before February 26, 2015."

Uses restricted by the [Interim Zoning Bylaws](#) may be heard by the Selectboard according to Section IV, which states:

The Selectboard may, upon application, authorize the issuance of permits for any type of land development as a conditional use not otherwise permitted by these Interim Bylaws, after public hearing [ . . . ].

**Notice/Warning of Hearing:** Public warning was issued by the Department of Planning and Economic Development for the hearing according to [Vermont Statutes Annotated Chapter 24 §4464](#). Adjoining property owners notified include: Richard LeBlanc, Kimberly Almeida-LeBlanc; Sheridan Properties, LLC; Gabriel Handy Trustee of DDH GSH Trust; Northern New England District Council of the Assemblies of God; Fletcher Allen Healthcare Inc.; Milton New Life Christian Fellowship; and the Fraternal Order of the Eagles. Staff herein discloses that there was a slight defect in the Warning, which listed the meeting as "Thursday, June 15, 2015" instead of "Monday, June 15, 2015".

**Application Exhibits:** The following exhibits were submitted with the application and attached to the Staff Report: a partial site plan dated April 30, 2015 (**ATTACHED**).

**Waivers Requested:** None. No waiver authority is granted to the Selectboard by the Interim Bylaw.

**Location:** The site is located at 37 Centre Drive, described as Tax Map 27, Parcel 9-14 and School Parcel Account Number (SPAN) 11286.

**Size/Area:** According to the Assessor's Grand List, the subject parcel is approximately 1.49 acres.

**Zoning District & Planning Area:** The site is located within the Downtown Business (DB1) Zoning District described on the [Town of Milton Zoning Map](#), last amended August 22, 2011, on record and display at the Municipal Offices and available on the Town's website.

**Comprehensive Planning Area:** The site is located within the Town Core Planning Area, as delineated in Map 2 of the [2013 Comprehensive Plan](#). The site is located in the New Downtown Sub Area, as delineated in Figure 9.1 of the 2013 Comprehensive Plan (p.112).

**Physical Characteristics/Natural Features:** The site is developed on flat terrain with little vegetation or landscaping. The site drains directly to Lake Champlain via Mallets Creek. The site contains no presumed wetlands, flood risk, significant habitat or habitat crossings.

**Existing Use/Structures/Characteristics:** The site contains six existing storage buildings (including an office), as well as a carport.

**Surrounding Uses/Structures:** To the west, a 38-unit multi-family residential building is being erected. To the north is an existing restaurant with Site Plan approval for a 4-story, 30-unit elderly housing building. To the east is an existing medical office, church and fraternal club. To the south is a gym and hair salon.

**Proposed Use/Structures:** The Applicant seeks to build a new 5' x 60' new public warehousing (self-storage) building. If the Selectboard grants approval, this would also need Site Plan approval from the DRB prior to being eligible for a Zoning Permit.

**Access:** The site is accessed directly from Bombardier Road, although the Site Plan for the adjacent 38-unit shows that the subject site's driveway shall be relocated from Bombardier Road to provide site access from a proposed private road crossing the subject site and granting access to the 38-unit multi-family housing site to the west. This configuration is consistent with this site's original 1994 proposal.

**Existing Restrictions or Covenants:** The plan shows a 60-foot wide easement to benefit the lot to the west. No other restrictions are shown.

**Proposed Restrictions or Covenants:** No new restrictions or easements are shown.

**Approval History:** Based on the documents available in the Planning Department's file:

- The Planning Commission Minutes of November 15, 1994 show that the Site Plan was first approved for a four-building self-storage facility.
- In 2012, the site received DRB approval to amend the Site Plan to construct an additional 10' x 80' storage building.
- In September of 2013, the site received Zoning Administrator approval to administratively amend the Site Plan to add a 10 foot by 80 foot storage area.
- In August of 2014, the site received Zoning Administrator approval to administratively amend the Site Plan to add a 10 foot by 20 foot paved parking area.
- In December of 2014, the site received Zoning Administrator approval to administratively amend the Site Plan after-the-fact for a metal carport canopy; this application was submitted after the Applicant had received a Voluntary Compliance Letter for constructing a carport without Site Plan Amendment or a Zoning Permit from the Zoning Administrator.

## **INTERIM BYLAW REVIEW STANDARDS**

### ***A. Is the Proposed Development Consistent with the Health, Safety, and Welfare of the Town of Milton?***

To determine whether the proposed development is consistent with the health, safety, and welfare of the Town of Milton, the Selectboard should consider whether the proposal is the type of development that will or could be contrary to the amendments to the Milton Zoning Regulations that the Town is contemplating.

The goals discussed in the Purpose statement in Section I of the Interim Zoning Bylaws guide the Selectboard's analysis.

Staff finds the following Interim Bylaw goals relevant to the proposal:

- "The Town's goal for the Town Core is a mix of residential, commercial and some limited industrial uses in a pedestrian friendly, downtown atmosphere."
- "Development within the Town Core should also create jobs, both for Milton residents and for residents in the communities surrounding Milton, and expand Milton's tax base."
- "Public warehousing is a permitted use in several Zoning Districts, but the impact of this use may frustrate the Town's goals in both the Town Core and throughout the Town."

On the first point, Staff acknowledges that a "downtown atmosphere" is subject to interpretation and could vary widely from person to person; however, Milton's Comprehensive Plan helps define how Milton characterizes a downtown by defining it in the goals for the Planning Area and Sub Area. Area goals included in the plan are:

- **Goal 9.1.1.** Encourage structures to be placed to improve aesthetics and enhance pedestrian connections.
- **Goal 9.1.2.** Enhance streetscape elements by incorporating streetlights, street trees, and signage.
- **Goal 9.1.3.** Encourage commercial development including retail, restaurants, professional services, offices, hotels, and incubator spaces in the Downtown Business district. Residential uses should be encouraged in the New Downtown Center and New Downtown West district.
- **Goal 9.1.6.** Further evaluate and prioritize the input from the 2007 Streetscape study and the 2012 Planning Commission Enhancing Route 7 public forum and survey with the goal of implementation of priority recommendations.

Furthermore, the ZR455 states that the purpose of the Downtown Business (DB1) District is

The purpose of the DB1 District is to encourage and enhance the development of Town Core areas with the tallest buildings, highest density, and greatest diversity of commercial and light industrial uses. Residential uses will not be allowed except where incorporated into a Planned Unit Development-MIXED USE or where created as an Elderly Housing Complex. Buildings should be placed close to the sidewalks. A pedestrian friendly environment should be encouraged through the planting of street trees and green belts along sidewalks and the placement of safe street crossings.

Staff finds that the proposal is not fully consistent with Milton's defined vision for a downtown atmosphere according to the goals and purposes.

On the second point, Staff does not have solid numbers on public warehousing's relationship to job creation; however, we are aware that many of the permitted public warehousing facilities in Town employ few or no employees. We know this because the required amount of parking for this use is benchmarked to the number of employees by ZR812. At a minimum, there must be at least two parking spaces for each 3 employees for a public warehousing use. The 1994 plans delineated two parking spaces, which were removed in subsequent amendments and are not shown on the proposed plans. While Staff finds that this deserves more study, it would appear based on the parking, that this use employs fewer people than other uses prioritized for the new downtown in the Comprehensive Plan.

On the third point, Staff finds that the use frustrates certain goals in the Town Core, specifically the goals to:

- **Goal 9.14.1.** Make attractive transition zones available for other industries.
- **Goal 9.14.1.a.** Develop transition zones along the Route 7 corridor to encourage development of businesses that are important to the economy but do not fit in downtown or in an industrial park.
- **Goal 9.14.1.d.** Encourage the relocation of existing businesses into transition areas designed to mitigate the problems caused by the current pattern of automobile oriented sprawl on Route 7.
- **Goal 9.14.2.a.** Update the Town Comprehensive Plan to enable zoning alternative locations for companies that are in between commercial and industrial entities [ . . . ].

The subject use in this case seems to be the kind of use directly targeted by the goals addressed above as a use that does not fit in downtown and which could preclude development that more fully meets the Town's goals.

Based on this analysis, Staff tentatively concludes that the proposed development will or could be contrary to the contemplated amendments to the Milton Zoning Regulations and is not consistent with the health, safety, and welfare of the Town of Milton.

***B. Is the Proposed Development Consistent with the Standards Identified in Section IV(A)(i) – (vi)?***

Even if the Selectboard concludes that the proposed development is consistent with the health, safety, and welfare of the Town of Milton, the Selectboard must also conclude that the proposed development will not result in an undue adverse effect on any of the criteria listed in Section IV(A) of the Interim Zoning Bylaws in order for the Selectboard to authorize the issuance of a zoning permit for the proposed development.

***Interim Zoning Bylaws Section IV(A)(i): The proposed development shall not result in an undue adverse effect on the capacity of existing or planned community facilities, services, or lands.***

Unless otherwise stated, Staff does not see that the expansion would have an undue adverse effect on the capacity of existing or planned community facilities. In this case, the opposite is true. The site does not take full advantage of the existing community facilities, such as wastewater service, pedestrian infrastructure, and proximity to municipal facilities.

***Interim Zoning Bylaws Section IV(A)(ii): The proposed development shall not result in an undue adverse effect on the existing patterns and uses of development in the area.***

Staff finds that an important standard to help measure patterns of development is established by the Zoning Regulations in Section 160. ZR160 establishes "Like Kind Quality" as a general standard to be considered. It states:

LIKE KIND QUALITY Standard: "Like kind quality" is a suitable standard in historic areas or other established neighborhoods. In emerging areas and in locations where future plans differ from existing development, quality of a development may be judged in relation to the standards of an approved Town Core Master Plan.

ZR1110 defines "Like Kind Quality" as:

Having characteristics that allow a use to be located in harmony with other adjacent uses and to be compatible with the overall character of the neighborhood. Some elements affecting compatibility include HEIGHT, scale, mass and bulk of structures. Other characteristics include pedestrian or vehicular traffic, circulation, access and parking impacts. Other important characteristics that affect compatibility are landscaping, lighting, noise, odor and architecture. Compatibility does not mean "the same as." Rather, compatibility refers to the sensitivity of development proposals in maintaining the character of existing development.

ZR804, also establishes special provisions applicable to the DB1 Zoning District and states:

Uses may mix as long as they are sited and designed of LIKE KIND QUALITY with neighboring properties. Houses, offices and stores may be above, next to, or in the general vicinity of each other; but consideration should be given to elements of common concern - hours of operation, lighting, shared parking, etc.

The existing and proposed development could be characterized as being located in an emerging area. The [Town Core Master Plan](#) of 2000 establishes a vision that has largely been incorporated in the Town Plan in the goals cited above. Staff finds that the proposed development would have an undue adverse effect upon

patterns and uses of development in the area by frustrating the Zoning Regulations standard for "Like Kind Quality", which could development and limit the efficiency of land use.

***Interim Zoning Bylaws Section IV(A)(iii): The proposed development shall not result in an undue adverse effect on traffic on roads and highways in the vicinity.***

Staff finds that the proposed expansion would have very little impact upon traffic on roads in the vicinity. Observations and numbers provided for similar projects, based on Institute of Transportation Engineers (ITE) trip generation data, supports this position.

***Interim Zoning Bylaws Section IV(A)(iv): The proposed development shall not result in an undue adverse effect on environmental limitations of the site or area and significant natural resource areas and sites.***

The physical characteristics of the site are noted in the introductory information above. Staff finds that the developed site contains no significant natural resource areas that would be impacted by the proposal.

***Interim Zoning Bylaws Section IV(A)(v): The proposed development shall not result in an undue adverse effect on utilization of renewable energy resources.***

Staff finds that the proposed development would not adversely impact the utilization of renewable energy resources. No lighting or electrical service is shown on the Plans, and therefore has few energy needs.

***Interim Zoning Bylaws Section IV(A)(vi): The proposed development shall not result in an undue adverse effect on the Town of Milton Comprehensive Plan and other Town bylaws, ordinances, or regulations in effect.***

#### Town of Milton, Vermont 2013 Comprehensive Plan

In addition to the Comprehensive Goals stated above, Staff finds that the following goals may be in conflict with the proposal, such that the proposal could have an undue adverse impact upon those goals.

- **Goal 3.2.6.** Target creative-economy industries to the Town Core as retailers and professional offices.
- **Goal 3.2.11.** Better define the Town Core and create a sense of place unique to this area, using methods discussed by the Planning Commission through a 2012 public input session and the 2007 'Town Core Streetscape and Accessibility and Design Study'.
- **Goal 3.5.3.** Implement alternatives for the transition zones identified in the [Route 7 Land Use Study](#) to encourage development of businesses that are important to the economy but do not fit in downtown or in an industrial park. Investigate incentives to encourage the relocation of existing businesses into transition areas designed to mitigate the problems caused by the current pattern of automobile oriented sprawl on Route 7.

Staff finds that public warehousing is a not a high-value professional use, could detract from creative-economy industries, could frustrate the recommended DB1 Building Design Guidelines listed in the [Town Core Streetscape and Accessibility Design Study](#) on p.51, and could frustrate the objectives of the transition zones explained on page 64 of the Route 7 Land Use Study. Upon review and consideration of the goals of the Comprehensive Plan and documents referenced therein, Staff finds that the proposed development would result in an undue adverse effect on the Comprehensive Plan

Milton Zoning Regulations, effective January 5, 2015, and Milton Subdivision Regulations, effective June 28, 2010

If the following proposed conditions are met, the proposed development will not result in an undue adverse effect on the existing Milton Zoning Regulations or Milton Subdivision Regulations:

1. Applicant shall receive all necessary approvals from the Development Review Board before the Administrative Officer may issue a zoning permit.
2. Applicant shall obtain a zoning permit before commencing any land development on the subject property.

If the following proposed condition is met, the proposed development will not result in an undue adverse effect on all other Town ordinances.

3. Applicant shall receive all other applicable Town approvals and/or permits.

Subject to the three conditions identified above, Staff finds that the proposed development will result in an undue adverse effect on the Town of Milton Comprehensive Plan and will not result in an undue adverse effect on the other Town bylaws, ordinances, or regulations in effect.

### **INTERIM BYLAW RECESS LANGAUGE**

Staff finds that the Planning Commission may be able to offer greater insight and provide valuable advisory opinion, and recommends that that the Selectboard engage Interim Bylaws Section IV, B, which states:

At any time during the Selectboard's public hearing on an application, the Selectboard may request written comment from the Planning Commission regarding the application and one or more of the above-described standards. Upon such a request, the Planning Commission shall review the application materials at one of its regular meetings and prepare and provide to the Selectboard written comments, which may include recommendations, responding to the Selectboard's request. The Planning Commission's comments and recommendations are advisory only and the Selectboard is not required to adopt them in its written decision. During the continued public hearing, the Selectboard shall provide the opportunity for comment or responses to the Planning Commission's comments and recommendations.

### **STAFF RECOMMENDATION**

Staff recommends that the Selectboard **RECESS** (or continue) the Interim Zoning Bylaw hearing for a proposed 5' x 60' new public warehousing (self-storage) building located at 37 Centre Drive, described as SPAN# 11286, Tax Map 27, Parcel 9-14 **to the Regular Selectboard Meeting of July 9, 2015 to allow comment from the Planning Commission at their next available meeting on June 30, 2015.** Continuing the hearing would also allow Staff the opportunity to re-warn the hearing in case anyone missed this hearing because of the defect mentioned above.

**Respectfully Submitted:**

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**Jacob Hemmerick, Planning Director**

**ATTACHMENTS:**

1. Partial Site Plan dated April 30, 2015

**COPIES TO:**

1. Applicant(s)
2. Owners(s)

APRIL 30 2015

CLASS CENTER  
STORAGE FACILITY

PROPOSED BUILDING  
5 X 60 ONE STORY

SCALE 1" = 30 FT

WAIVERS REQUESTED  
FOR SECTIONS 803.3  
TO SECTION 803.9

NO CHANGES TO  
LIGHT TANK OR  
LANDSCAPE PROPOSED

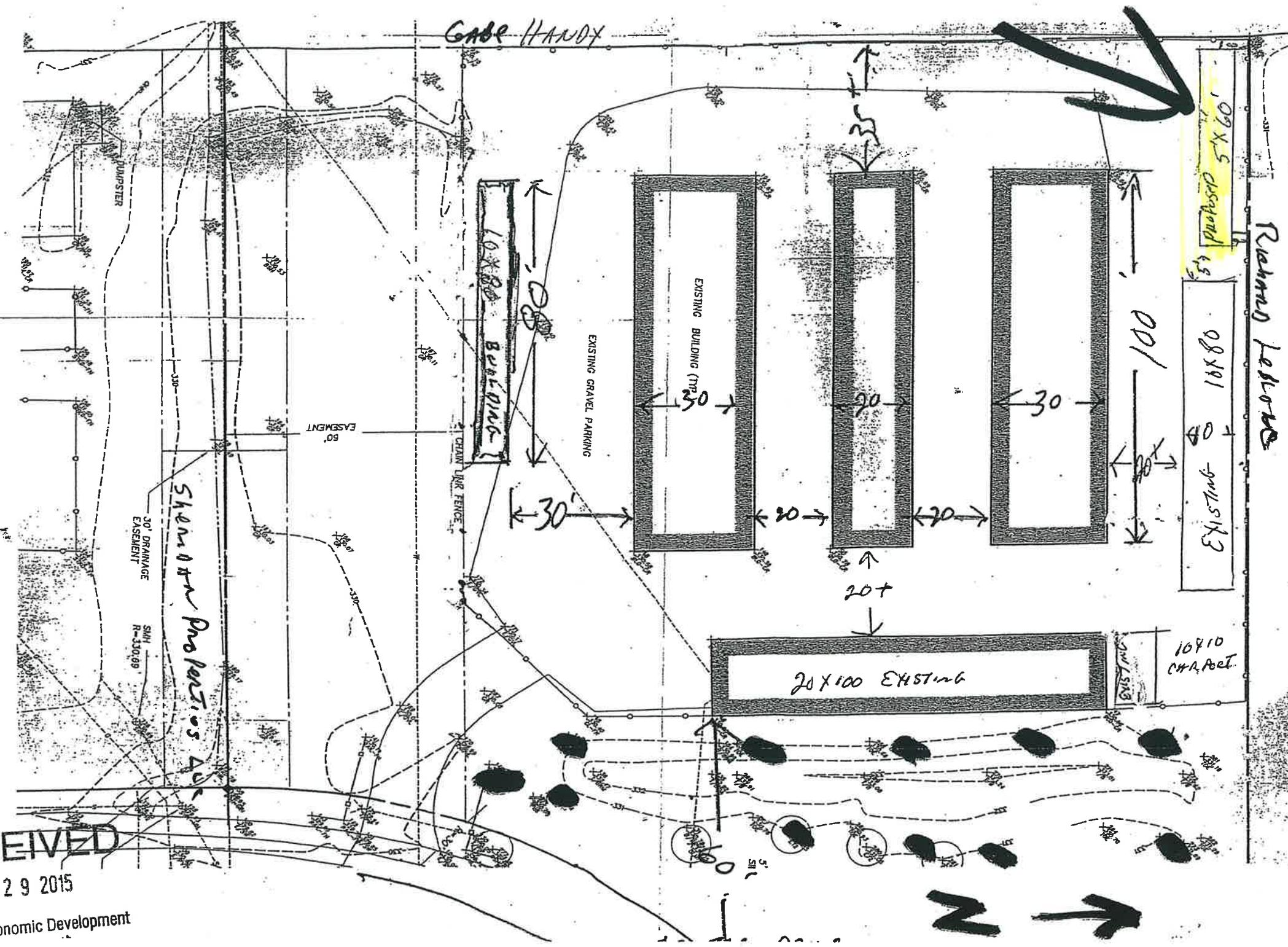
DAILY TRIPS INCREASE  
ESTIMATED AT 2-3 TRIPS

PLAN PREPARED BY  
PO BOX 166 MILTON  
LLOYD GILBERT

RECEIVED

APR 29 2015

Planning & Economic Development





# TOWN OF MILTON, VERMONT

## Legislative and Fiscal Analysis of Requested Selectboard Actions

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### **Donation of Materials and Labor by Eagle Scout**

**Date: June 15, 2015**

#### **Legislative Analysis:**

The purpose of this project is to provide planning, labor and materials to replace a foot bridge that crosses a small wet area along a trail in the Recreation Park located off Bombardier Rd. The main structure will be constructed in pieces off site and trucked into place when complete. Removal and reuse of the old structure and associated ground work is included in this project. This project was developed in conjunction with the local Boy Scout Troops and selected by one of their members as an Eagle Scout project.

#### **Fiscal Analysis:**

I am proposing to accept the donation of planning, labor and materials to replace the foot bridge on one of the trails in the Recreation Park located off Bombardier Rd, as proposed from Eagle Scout Candidate Erik Michael Schmidt. Estimates to perform this project are \$1,500.00 including materials and labor. This project is proposed to be donated as part of Erik Michael Schmidt's Eagle Scout Project.

#### **Recommended Action:**

To approve the resolution as presented.

**Prepared By: Dustin L. Keelty, Public Works Supervisor**



# Resolution

TOWN OF MILTON

## Donation of Materials and labor by Eagle Scout

**WHEREAS**, In accordance with Policy 98-06, as amended by the Selectboard in April 2010, Eagle Scout Erik Michael Schmidt would like to provide planning and labor and materials to replace the foot bridge over a small wet area along a walking trail in the Recreation Park, located off Bombardier RD, with an estimated dollar value of \$1,500.00; and,

**WHEREAS**, Staff requests the Selectboard to accept the donation of planning and labor and materials to replace the foot bridge in the Recreation Park, located off Bombardier RD, as Eagle Scout Erik Michael Schmidt has offered; and,

**THEREFORE, BE IT RESOLVED**, the Milton Selectboard accepts the donation of planning and labor and materials from Eagle Scout Erik Michael Schmidt to replace the foot bridge in the Recreation Park, located off Bombardier RD.

**Dated at Milton, Vermont this \_\_\_\_\_ day of \_\_\_\_\_, 2015**

### MILTON SELECTBOARD

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

\_\_\_\_\_  
Stuart King, Vice-Chairperson

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

\_\_\_\_\_  
Ken Nolan

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

**Filed with the Milton Town Clerk's Office this \_\_\_\_\_ day of \_\_\_\_\_, 2015**

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

Milton Assistant Town Clerk



# Resolution

## TOWN OF MILTON

### Spring/Summer Paving 2015

**WHEREAS**, on May 18, 2015 the Selectboard authorized the Spring/Summer 2015 Paving contract with SD Ireland Brothers Incorporated in the not to exceed amount of \$195,778.70; and,

**WHEREAS**, the Contract as awarded must be completed by July 31, 2015; and,

**WHEREAS**, SD Ireland has informed the Town that they may not have the work completed by June 30, 2015, the end of the Town's fiscal year; and,

**WHEREAS**, in order to make use of funds dedicated to paving in the FY 2015 budget, staff recommends that if not used prior to June 30, 2015, \$195,778.70 be carried over to FY 16 for the purpose of completing the Spring/Summer 2015 Paving Contract.

**NOW, THEREFORE BE IT RESOLVED**, By the Selectboard of the Town of Milton that if not used prior to June 30, 2015, \$195,778.70 be carried over to FY 16 for the purpose of completing the Spring/Summer 2015 Paving Contract.

**Dated at Milton, Vermont this \_\_\_\_\_ day of \_\_\_\_\_, 2015**

### MILTON SELECTBOARD

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

\_\_\_\_\_  
Stuart King, Vice-Chairperson

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

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

\_\_\_\_\_  
Kenneth Nolan

**Filed with the Milton Town Clerk's Office this \_\_\_\_\_ day of \_\_\_\_\_, 2015**

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

Milton Town Clerk

*Role of the Acting Zoning Administrator If your community has not already done so, it should consider appointing an acting ZA. An acting ZA has the same duties and responsibilities as the ZA and serves in the ZA's absence. Thus, the acting ZA is available to step in and carry out the ZA's duties while on vacation or on sick leave. Some municipalities allow the appointed ZA to call upon the acting ZA when the ZA has a conflict of interest regarding a particular application. To avoid confusion over the circumstances in which the acting ZA is authorized to carry out the duties of the ZA, municipalities are required to establish a clear policy outlining their respective authority.*

Financial Management Questionnaire – Towns and Cities

	Yes	No	Don't know	By whom
Are all town account records currently maintained by one individual?		X		Finance Department
Do you reconcile bank and ledger balances monthly?		X		Joanne Davis, Finance Director
Are checks always written to specified payees and not to cash?	X			
Does the same individual open the mail and deposit checks?	X			
Are pre-numbered checks used for all bank accounts?		X		Joanne Davis, Finance Director
Are unopened bank statements delivered directly to the treasurer as received?		X		
Have you borrowed money from the town?		X	X	
Have select board members attended financial trainings?				
Are bank statements reconciled on a regular basis?	X			Joanne Davis, Finance Director
Does someone other than the treasurer review bank reconciliations?	X			Joanne Davis, Finance Director
Have you deposited town monies anywhere other than a town account?		X		
Is interest in town accounts apportioned to each account?	X			Joanne Davis, Finance Director
Have there been any changes in authorized signatures during the fiscal year?	X			New Treasurer, John C. Gifford
Has a signature stamp ever been used for any town account	X			Treasurer and Assistant Treasurer
Has there ever been a theft, or unauthorized use of town funds or equipment?		X		
Are financial records maintained in a computerized system?	X			Finance Department
Does the town have written policies and procedures for financial operations?	X			Administrative Code
Does each town official have copies of these policies and procedures?	X			Administrative Code
Have you attended trainings on recordkeeping?		X		
Are checks written by the same individual who approves payments?		X		Written in Finance Dept. Approved by Select Board
Are you a participant in any business which does business with the town?		X		
Do you maintain separate pages, columns or running balances for each fund?	X			
Do elected town auditors attend financial trainings?			N/A	We do not have Elected Auditors.
Are bank accounts and fund balances reconciled on a monthly basis?	X			Joanne Davis, Finance Director
Does the town loan money to town employees?		X		

**As a signer below I certify to the best of my knowledge that the answers provided in this self-assessment questionnaire are an accurate representation of the operation of the Town/City of: Milton Vermont.**

Preparer: (signature) [Signature] (printed name) John C. Gifford Title: Town Treasurer

Reviewed by Select Board (signature): \_\_\_\_\_ on (date): \_\_\_\_\_

# Milton Special Selectboard Meeting Minutes

May 26, 2015 7:30 P.M.

Municipal Building Community Room

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

**Selectboard Members Not Present:** None

**Staff Members Present:** Paul Bohne, Interim Town Manager; Kym Duchesneau, Recreation Coordinator; Ben Nappi, Asst. Recreation Coordinator; Bob Ware, Assistant Assessor

**Others Present:** Courtney Lamdin, Milton Independent; Cheryl Persitz, Theresa Smith, Reginald Smith, John Cleveland, Elizabeth Schwenn, Joy Willis, Sherry Dubuque, Harley Dubuque, Lee Goboriault, Roger Brisso, Jennifer Dooley, Rick Dooley, Jay Maurice, Virginia Turner, Walter Turner, J. Turner, Gisela Alpert, Brenda Steady, Aneita Menard, Karen Jenkins, Lori Turner, Diana Palm, Crystal Tinker, Rodney Tinker, Bruce Jenkins, Jennifer LaFountain, Adam Maynard, Lori Donna, Bob Brisson.

- I. **Call to Order** – Adams called the meeting to order at 7:30PM
- II. **Flag Salute** – King led the attendees in a Salute to the Flag.
- III. **Agenda Review-**
- IV. **Public Forum**
- V. **Discussion and Update on Town Manager Search Process. Possible Action.**

Community members voiced opinions regarding the board action to negotiate a six-month contract with Sanford Miller to serve as Town Manager. Most community members who participated were opposed to this action by the board, while some spoke up in support.

Adams clarified that Sanford Miller was an applicant for the Town Manager position and the Board did not seek him out. He was not one of the 5 candidates passed on by the search committee. Concern with the financial and tax increment finance (TIF) experience held by the 5 candidates. Adams stated had no trouble working with Sanford Miller while he was Rescue Chief in Town, did not know there was so much personal adversity toward him held by community members.

Bartlett stated was not here when Miller was the Town Manager. Did his own research and looked beyond the headlines to what he accomplished in Town Manager roles. Asked Miller a lot of questions related to personality during the interview. Entrusted fellow Board members who served during his tenure for their feedback and opinions. The feedback from the community reinforced the negatives.

King stated was also not here when Miller was the Town Manager. Taken back by the negative thoughts saw and personally received. A lot larger negative sentiment then could have imagined.

49 Nolan stated on the Board that hired Miller originally, Chair while he was the Town Manager. He  
50 does an excellent job as a Town Manager, not a people person. If want someone to clean the  
51 Town up, he is the guy. Concerns with Interfund loan transfers, health care reserve fund, reserve  
52 fund mixing operating and capital reserves, TIF district about to expire needing plans. Finances  
53 are a mess, when ask questions cannot get answers. Finance experience is paramount in the  
54 hire. Board received all 51 applications. On the surface, committee did a good job. When the  
55 Board interviewed them it became abundantly clear had management experience but had not  
56 run a finance office. Would not have hired any of the candidates put forward. It's the  
57 Selectboard's job to hire the Town Manager and the Town Manager's job to run the Town. Next  
58 March if we make the wrong the decisions, it's the people's job to keep us on the Board or not.  
59 Opinion has not changed, understand and respect the other member's views. Does not think  
60 any of the remaining candidates are prepared for what they would face in this Town.

61  
62 Cushing stated cares about the image of this Town. One of the reasons sitting here is concern  
63 with the finances of the Town. Miller knows finances, worked with him when he was here.  
64 Someone from outside community or state may have a hard time preparing the budget for next  
65 year. Stated believes the Board dropped the ball by not charging the search committee with  
66 specifics to consider in the hiring process.

67  
68 The Board took additional public comments.

69  
70 Cushing moved to reconsider the action taken on the May 18<sup>th</sup> meeting relating to the  
71 negotiations between Sanford Miller and Vice-Chair Stuart King for a six-month contract to serve  
72 as Town Manager. Second by Bartlett. **All approved.**

73  
74 Cushing moved to withdraw the negotiations between Sanford Miller and the Town of Milton.  
75 Second by King. **Approved 4-1 (Nolan voted no).**

76  
77 Cushing moved that the Selectboard appoint a committee comprised of members of the Town  
78 Manager Search Committee, at least one Selectboard member, a member of the Town staff and  
79 one or more citizens to prepare a protocol for the hiring of the next and future Managers for the  
80 Town of Milton. The document will be presented to the Selectboard at a publically warned  
81 meeting to be reviewed in detail and shall become a part of the Administrative Code of the  
82 Town of Milton. Second by King.

83  
84 Discussion to the next steps in the process, whether to reopen the search or move forward with  
85 candidates who had been interviewed by the Selectboard.

86  
87 Adams proposed looking into hiring a financial consultant in the short term. Bohne stated there  
88 would be enough funds to cover this expense.

89  
90 **Cushing withdrew his motion.** Bohne will work with the search committee to draft a hiring  
91 protocol for the Town Manager which will be passed onto the Board for review.

92  
93 Nolan asked Bohne to assemble a list of possible financial consultants who could be looked at.

94  
95 The Board will bring two of the candidates back for an additional interview following the current  
96 process in place. Decision reached by consensus, no formal motion.

97

98 **VI. Possible/Anticipated Executive Session per V.S.A. Title 1 Section 313**

99  
100 Bartlett moved to find premature public knowledge about litigation would cause the Town or  
101 person to suffer a substantial disadvantage. Second by King. **Approved unanimously.**

102  
103 Bartlett moved to enter into executive session to discuss litigation under the provisions of V.S.A.  
104 Title 1 Section 313. Second by King. **Approved unanimously.**

105  
106 Entered Executive Session at 8:50 PM.

107  
108 Bartlett motioned to close Executive Session at 9:08 PM. Second by King. **Approved**  
109 **unanimously.** There was no action as a result of Executive Session.

110  
111 **VII. Adjournment**

112  
113 Cushing motioned to adjourn meeting at 9:14 PM. Second by King. Approved **unanimously.**

114  
115  
116

DRAFT

# Milton Selectboard Meeting Minutes

June 1, 2015 6:00 P.M.

Municipal Building Community Room

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

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

**Staff Members Present:** Paul Bohne, Interim Town Manager; Joanne Davis, Finance Director; Celeste Lang, Selectboard Assistant; Jacob Hemmerick, Planning Director

**Others Present:** Courtney Lamdin, Milton Independent; Bonnie Allen Pease; Daniel H Turner

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

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

**III. Agenda Review-**  
Nolan requested the addition of discussing the solar project under Reconsideration.

**IV. Public Forum**

Cushing stated that it was requested that a Select Board member attend the annual meeting for Cold Spring Road Association on Saturday 6/6 to discuss Road Maintenance – most concerned about Bebee Hill Rd. which had been requested last year to be included in paving. King offered to be present since Cushing was not available. Meeting Sat. 10-noon topic to be addressed at 11.

King Closed Public Forum at 6:05

**V. New Business**

**A) Appointment of Jacob Hemmerick to the position of Milton Planning Director.**

Hemmerick gave a synopsis of background seeking appointment including time employed with town, educational background and work history.

Cushing moved to appoint Jacob Hemmerick to the position of Milton Planning Director. Second by Barrett. **All approved.**

Bartlett requested Hemmerick update Town employment files with a current resume including update of work history with town.

**B) Certification for Certification of Approved Location of a Salvage Yard**

Daniel Turner present.

Bohne said the application is in, and looks in good order.

48 Cushing moved to approve the Certification of Approved Location of a Salvage Yard for  
49 Daniel H Turner located at 10 Clay Ridge Road. Second by Bartlett. **All Approved.**

50  
51 **C) Reappointment of Bonnie Allen Pease to the Conservation Commission for a four year**  
52 **term ending in 2019.**

53  
54 Pease present.

55  
56 Cushing moved to reappoint Bonnie Allen Pease to a four-year term on the Conservation  
57 Commission ending in 2019. Second by Bartlett. **All approved.**

58  
59 Nolan questioned if open positions are advertised.

60 Bohne stated that is wasn't due to interest to be reappointed.

61 Nolan requested that a future agenda all appointments should be advertised whether  
62 reappointment or not. All concur.

63  
64 **D) Recognition of Barbara Ewell and Susan Hatch**

65  
66 Bartlett stated this resolution is different than Champion Award which is volunteer  
67 service. He read the Board resolution aloud.

68  
69 Bartlett moved to approve the resolution recognizing Barbara Ewell and Susan Hatch.  
70 Second by Nolan. **All Approved.**

71  
72 **VI. Old Business**

73  
74 **A) Financing of two dump trucks purchased in FY 2015**

75  
76 Bohne corrected that originally two dump trucks and pickup truck were purchased together.  
77 Money to be borrowed internally at 2% lower than bank rate since sufficient funds available.  
78 Done on 5 yr period. Believe inappropriate amount of time and request change.

79  
80 Cushing had issue on draw from reserve and whether people voted on or not. What section  
81 of law to give Select Board power to do this done correctly with a resolution.

82 Nolan –Not prepared to discuss this before next item after three and half months  
83 questioning fund balances.

84 King – go to next item of discussion to understand feasibility.

85 Bartlett –agreed significant time to review before decision due.

86  
87 Cushing moved to table to first meeting of July. Bartlett second. **All approved.**

88  
89 **B) Discussion of Impact Fee, Reappraisal, Restoration of Records, Healthcare Stabilization**  
90 **and the Road and Sidewalk Restoration Funds.**

91 **Paul Bohne, Interim Town Manager and Joanne Davis, Finance Director**

92  
93 Bohne invited Davis to go through funds. Bohne continued to describe balances of  
94 individual funds and transactions. Discussion of further action or whether moot point with  
95 moved funds and expenditures posted at this time before fiscal year end. Begin July 1<sup>st</sup> and  
96 do not move again.

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Cushing asked where \$80K offset grant on McMullen Rd – still setting in account. Davis hasn't seen. Hunt previously used or allocated what happened – not part of road.

Nolan made several inquires to understand flow of the math and where it leaves account. Nolan requested revenue report. Bohne suggested NEMRC confusing with ins and outs rather Davis create revenue report which is more defined.

Ultimately Nolan and Cushing want to be able to “explain” to people of town rules & procedures in municipal accounting. Selectboard needs to be able to follow. Impact Fees need to be in Capital Plan in order to use.

Cushing suggested in future making sure a resolution exists in order to act on. Keep in proper fund is part of process. Bartlett agreed each division head should know/understand what they are discussing with expenditures.

Bohne commended Davis for her work. King found Davis report helpful on accounts.

## **VII. Discussion of the status and schedule of the Town Manager search.**

Bohne explained two candidates will be invited to town to meet with 10 community members, two groups of 5 alternating having breakfast or dinner with candidates. They will be asked to provide feedback on the candidates. Public invited to input questions for review by Arbitrator who will choose 3-5 questions - not all questions will be asked.

Requests the Board then hold Executive Session discussion on Monday, June 15<sup>th</sup>. King asked if Selectboard would have opportunity to meet with candidates? Bohne said still working on itinerary, but Selectboard meeting at 6:30 that night. Candidates will no longer be confidential and will be open to public.

Board had previously wanted to see an example of writing skill and suggests giving scenario to candidates ahead of time. Act as if regular board meeting and candidate to present analysis as would to board.

Bohne stated it was customary to cover cost of travel for a couple nights. Other issue is volunteers incurring expense of meal. Cushing OK'd if enough money in budget. Nolan stated that: 1) not hand pick people given that it's 2) not fair to pay for meal. Bartlett stated the Town purchased pizza for search committee – agrees fair within reason as part of volunteering.

Bartlett concerned candidates are aware of previous week's issue before arrive and not hear through grape vine.

King requested that for continuity people on original committee first choice. Bohne reiterated that each community member participating will write something up individually to provide feedback for board to weigh against decision.

Consensus of board no motion made.

146 **VIII. Reconsideration**

147

148 Nolan stated he no longer planned to participate in Solar meetings due to last week's  
149 meeting and suggested someone else from board step in.

150

151 Cushing stated he didn't feel qualified.

152

153 Bartlett said he originally thought support behind Nolan and believes this has nothing to do  
154 with Town Manager issue - separate process.

155

156 Bohne stated difference now with lease agreement are issues to resolve ability to pay taxes  
157 on lease as municipality. Utilities taxed accordingly. State more complicated.

158

159 Bartlett tax credit issues – postpone a week. Bohne stated Erik Wells also involved. Ken &  
160 Joe & Erik were to carry ball tomorrow. Limited amount of time. Getting nervous every  
161 Select board meeting that goes by.

162

163 **IX. Manager's Report**

164

165 Bohne reviewed:

166 Forest Fire – Fire department did exemplary job. Mutual aid from a number of fire  
167 departments well coordinated along with Colchester Rescue present.

168

169 Opening on Rec. Commission – will advertise opening, as a long time member does not seek  
170 to be reappointed. Summer lunch in park – have funds. Giant pumpkin few seeds left.  
171 Wells wrote grant for funds for public works chainsaw training to start clearing for dog park.

172

173 Public Works – McMullen sidewalks – get easements signed quickly then out to bid.  
174 Brandy Lane sidewalk funds Highway Department in midst of winter cleanup.

175

176 King questioned if aggressively addressing potholes – Merrill/ Barnum at tracks.

177 Discussion of various sidewalk funds, reserves and actions.

178

179 **X. Potential and/or Future Agenda Items - none**

180

181 **XI. Minutes of the Regular Selectboard Meeting on May 18, 2015**

182 (To approve with or without corrections)

183

184 Bartlett made motion to accept the Regular Selectboard Meeting minutes held on May 18,  
185 2015 without correction. Second by Cushing. **All approved.**

186

187 **VII. Warrant/Report # 23**

188

189 Bartlett reviewed, presented recommend approval of the FY15 Warrant/Invoice Report #23  
190 for Board orders in the amount of \$134,690.90.

191 A few items of mention, in random order:

192

- Calkins Networks, LLC purchase (\$2226) and installation/setup/configuring (\$187.50 & \$593.75) of 3 new library computers.

193

- Town of Colchester \$53,516.01 – 3<sup>rd</sup> installment for police, fire, & rescue

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dispatch.

Cushing made motion to accept Warrant/ Report #23 for \$134,690.90. Nolan second.

King questioned return of tax payments of \$23K. Cushing explained they generally are duplicate payments involving party and escrow paid during year end installments – approximately 5 or 6 properties.

Nolan questioned Clark’s Truck Center \$1,500 annual repair? – Bartlett stated repair leaking anti freeze leak. Signed by Don Turner – Ambulance.

No further discussion. **All approved.**

No supplemental warrants.

**XII. Possible/Anticipated Executive Session per V.S.A. Title 1 Section 313 -none**

**XIII. Adjournment**

Bartlett made motion to adjourn meeting. Second by Cushing. **All approved.**

King adjourned meeting at 7:44PM

06/12/15  
01:27 pm

TOWN OF MILTON Accounts Payable  
Warrant/Invoice Report # 24

*Reviewed  
6-12-15  
jd*

By due date and vendor name for check acct 1(GENERAL FUND) and due dates 06/16/15 thru 06/16/15

Vendor	PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
14243 ACTION FLAG CO								
	00009245	24324	Technical - Cemeteries	10-30-432-340.10	TECHNICAL-CEMETERIES	579.32	579.32	
	00004509	24378	General Supplies	10-00-000-250.09	DUE TO FLAG TRUST	1,035.21	1,035.21	
	00004509	24378	General Supplies	10-20-421-612.00	GENERAL SUPPLIES	455.22	455.22	
						<u>2,069.75</u>	<u>2,069.75</u>	
15633 ADAMS, GORDON MACHINE SHOP SERV								
	00001621	643	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	100.00	75.00	
17536 ADVANCE AUTO PARTS								
	00003467	761950837637	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	101.64	101.64	
	00003467	761951397876	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	7.12	7.12	
	00003467	761951463099	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	36.84	36.84	
	00003506	761951598865	Machinery & Equipment	10-30-430-740.00	MACHINERY AND EQUIPMENT	1,085.00	1,025.00	
						<u>1,230.60</u>	<u>1,170.60</u>	
12644 AMERICAN RED CROSS								
	00005589	6374580	Revenue Prog./Scholarship	10-50-452-831.00	REVENUE PROGRAMS	1,070.00	685.00	
	00005589	6374580	Revenue Prog./Scholarship	10-50-452-831.10	SCHOLARSHIP FR REV.PROG	0.00	215.00	
						<u>1,070.00</u>	<u>900.00</u>	
13563 AQUAPLATES INC								
	00001505	I8173	General Supplies	55-20-420-612.00	GENERAL SUPPLIES	209.15	105.45	
19000 BOND AUTO PARTS, INC.								
	00003494	17IV007718	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	47.88	47.88	
	00009230	17IV008488	Repair & Maintenance	10-30-432-430.10	REPAIR & MAINT-EQUIPMENT	294.01	63.88	
	00003494	17IV009340	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	2.11	2.11	
	00001629	17IV010244	General Supplies	50-10-410-612.00	GENERAL SUPPLIES	50.00	0.00	
	00001629	17IV010244	General Supplies	55-20-420-612.00	GENERAL SUPPLIES	50.00	8.19	
	00003494	17IV010889	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	68.08	68.08	
	00003494	17IV010900	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	12.94	12.94	
	00003494	17IV011061	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	23.76	23.76	
	00003494	17IV011772	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	202.63	141.69	
	00003494	17IV011903	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	65.68	65.68	
						<u>817.09</u>	<u>434.21</u>	
19190 BOUND TREE MEDICAL								
	00011892	81806057	General Supplies	10-20-422-612.00	GENERAL SUPPLIES	26.03	26.03	
19670 BRODART CO.								
	00051545	399068	Office Supplies	10-50-451-611.00	OFFICE SUPPLIES	118.08	114.05	
	00051572	399749	DVD/CD Cases	10-50-451-611.00	OFFICE SUPPLIES	409.90	409.90	
	00051567	399783	Processing Supplies	10-50-451-611.00	OFFICE SUPPLIES	280.76	265.64	
						<u>808.74</u>	<u>789.59</u>	
20900 BURLINGTON COMMUNICATIONS SERV. IN								
	00002974	20150930	Communications-Other	10-20-420-530.20	COMMUNICATIONS-OTHER	226.50	226.50	

06/12/15  
01:27 pm

TOWN OF MILTON Accounts Payable  
Warrant/Invoice Report # 24

Page 2 of 12  
jdavis

By due date and vendor name for check acct 1(GENERAL FUND) and due dates 06/16/15 thru 06/16/15

Vendor	PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
20983 BURLINGTON FREE PRESS		00002955 5478373	Advertising	10-20-420-540.00	ADVERTISING	520.00	520.00	
27806 BUSINESS CREDIT CARD SERVICES		00005669 40522359	General Supplies	10-50-452-612.00	GENERAL SUPPLIES	160.00	146.39	
22764 CALKINS NETWORKS LLC		00051574 3310	Official/Administrative	10-50-451-310.00	OFFICIAL/ADMINISTRATIVE	37.50	37.50	
		00051574 3317	Official/Administrative	10-50-451-310.00	OFFICIAL/ADMINISTRATIVE	156.25	156.25	
						-----	-----	
						193.75	193.75	
23262 CERTIFIED AMBULANCE GROUP, INC.		MIL-0615	Contracted Services	10-20-422-360.00	CONTRACTED SERVICES	0.00	761.50	
24571 CHAMPLAIN MEDICAL ASSOC, PLLC		00001630 3041/2	Other Employee Benefits	50-10-410-290.00	OTHER EMPLOYEE BENEFITS	50.00	50.00	
		00001630 3041/2	Other Employee Benefits	55-20-420-290.00	OTHER EMPLOYEE BENEFITS	50.00	50.00	
		00003509 3041/3	Other Employee Benefit	10-30-430-290.00	OTHER EMPLOYEE BENEFIT	155.00	155.00	
		00011831 3242	Other Professional	10-20-422-330.00	OTHER PROFESSIONAL	313.00	313.00	
		00009249 3242/2	Other Employee Benefits	10-30-432-290.00	OTHER EMPLOYEE BENEFITS	100.00	100.00	
						-----	-----	
						668.00	668.00	
25930 CHITTENDEN COUNTY REGIONAL		00004511 15-03-125	Milton Sidewalk Scoping	38-30-430-450.27	Milton Sidewalk Scoping	1,223.28	1,223.28	
26250 CHITTENDEN SOLID WASTE DISTRICT		IVC021715	Biosolids Disposal	55-20-420-340.00	TECHNICAL SERVICES	0.00	2,063.55	
26422 CHOICE COBRA, LLC		RC034035	Health Insurance-Choice	10-10-416-210.00	HEALTH INSURANCE - CHOICE	0.00	38.25	
27266 CLAUSSEN'S ENTERPRISES, INC		00008522 155519	Other Supplies	10-10-401-612.00	OTHER SUPPLIES	75.00	75.00	
27380 COMCAST		061715	Communication/ice house	10-30-430-530.20	COMMUNICATIONS-OTHER	0.00	80.35	
27785 CONWAY OFFICE SOLUTIONS		00051575 629716	Printing and Binding	10-50-451-550.00	PRINTING AND BINDING	110.61	110.61	
27590 CORELOGIC		5445362015	Overpayment of Taxes	10-00-000-254.00	DUE TAXPAYER-TAX OVERPMT	0.00	5,445.36	
29266 DEMCO INC.		00051571 PO040183	Supplies	10-50-451-611.00	OFFICE SUPPLIES	150.00	84.19	
30179 DUBOIS & KING INC		00020033 515127	Engineering Services	10-30-429-360.10	ENGINEERING SERVICES	900.00	900.00	

06/12/15  
01:27 pm

TOWN OF MILTON Accounts Payable  
Warrant/Invoice Report # 24

By due date and vendor name for check acct 1(GENERAL FUND) and due dates 06/16/15 thru 06/16/15

Vendor	PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
<b>43491 DUCHESNEAU, KIMBERLY</b>								
		06092015	Equipment & Supplies	10-50-452-612.00	GENERAL SUPPLIES	0.00	71.05	
		06092015	Equipment & Supplies	10-50-452-740.00	MACHINERY AND EQUIPMENT	0.00	62.74	
		41832015	Equipment	10-50-452-740.00	MACHINERY AND EQUIPMENT	0.00	41.83	
						-----	-----	
						0.00	175.62	
<b>29900 DULAC, KATHLEEN</b>								
		06092015	Postage	10-50-451-610.00	POSTAGE	0.00	29.70	
		134442015	General Supplies	10-50-451-612.00	GENERAL SUPPLIES	0.00	134.44	
		6092015	Professional Development	10-50-451-820.00	PROFESSIONAL DEVELOPMENT	0.00	60.00	
						-----	-----	
						0.00	224.14	
<b>30760 EMERGENCY MEDICAL PRODUCTS</b>								
		00011898	1740972 General Supplies	10-20-422-612.00	GENERAL SUPPLIES	550.00	534.51	
<b>60284 EMSAR NEW ENGLAND</b>								
		00011889	SI-57559 General Supplies	10-20-422-612.00	GENERAL SUPPLIES	124.74	124.74	
		00011889	SI-57560 General Supplies	10-20-422-612.00	GENERAL SUPPLIES	306.59	306.59	
		00011889	SI-57561 General Supplies	10-20-422-612.00	GENERAL SUPPLIES	253.46	253.46	
		00011889	SI-57562 General Supplies	10-20-422-612.00	GENERAL SUPPLIES	290.22	290.22	
						-----	-----	
						975.01	975.01	
<b>31009 ENDYNE, INC</b>								
		00020037	173951 Land Fill Closure	10-30-429-331.00	LAND FILL CLOSURE	1,912.80	1,912.80	
<b>31450 ESSEX RENTAL &amp; SALES CENTER INC</b>								
		00009158	10574478-000 Repair & Maintenance	10-30-432-430.10	REPAIR & MAINT-EQUIPMENT	225.75	220.75	
		00009231	10574483-000 Reapir & Maint-Equipment	10-30-432-430.10	REPAIR & MAINT-EQUIPMENT	365.12	11.99	
		00009178	10574681-000 Repair & Maintenance	10-30-432-430.10	REPAIR & MAINT-EQUIPMENT	450.27	396.55	
						-----	-----	
						1,041.14	629.29	
<b>362450 FATLINE STUDIOS</b>								
		00005639	8240 Revenue Programs	10-50-452-831.00	REVENUE PROGRAMS	450.00	150.00	
<b>64450 FERGUSON WATERWORKS INC #590</b>								
		00001578	0374998 General Supplies	50-10-410-612.00	GENERAL SUPPLIES	405.22	405.22	
<b>53920 GARDENER'S SUPPLY COMPANY</b>								
		00009224	258442 Repair & Maintenance	10-30-432-430.00	REPAIR & MAINT-FACILITIES	3,809.98	3,809.98	
		00009224	280342 Repairs & Maintenance	10-30-432-430.00	REPAIR & MAINT-FACILITIES	640.00	640.00	
						-----	-----	
						4,449.98	4,449.98	
<b>34719 GENERAL CODE PUBLISHERS</b>								
		00007181	C0018280 Technical	23-10-412-340.00	TECHNICAL	1,192.00	1,192.00	

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Vendor	PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
36525 GRAINGER, WW INC								
	00009237	9754757665	Playing Surface Supplies	10-30-432-612.10	PLAYING SURFACE SUPPLIES	300.00	299.90	
36899 GRAYBAR ELECTRIC COMPANY, INC.								
	00009233	979155114	Reapair Maniit-Facilite	10-30-432-430.00	REPAIR & MAINT-FACILITIES	500.00	48.12	
37600 GREEN MOUNTAIN POWER								
	06162015/DIS		Electricity	10-30-432-622.00	ELECTRICITY	0.00	56.89	
	06162015/DIS		Electricity	10-30-432-622.50	ELECTRICITY - STREET LIGH	0.00	78.23	
	06162015/DIS		Electricity	50-10-410-622.00	ELECTRICITY	0.00	14.23	
	06162015/DIS		Electricity	55-20-420-622.00	ELECTRICITY	0.00	56.89	
	06242015		Electricity	10-30-432-622.00	ELECTRICITY	0.00	72.62	
	06242015		Electricity	10-30-432-622.00	ELECTRICITY	0.00	192.91	
	06242015		Electricity	10-30-432-622.00	ELECTRICITY	0.00	192.25	
	06242015		Electricity	10-30-432-622.00	ELECTRICITY	0.00	19.36	
	06242015		Electricity	10-30-432-622.00	ELECTRICITY	0.00	31.69	
	06242015		Electricity	10-30-432-622.00	ELECTRICITY	0.00	2,629.52	
	06242015		Electricity	10-30-432-622.00	ELECTRICITY	0.00	82.79	
	06242015		Electricity	10-30-432-622.00	ELECTRICITY	0.00	702.65	
	06242015		Electricity	10-30-432-622.50	ELECTRICITY - STREET LIGH	0.00	143.88	
	06242015		Electricity	10-30-432-622.50	ELECTRICITY - STREET LIGH	0.00	205.54	
	06242015		Electricity	10-30-432-622.50	ELECTRICITY - STREET LIGH	0.00	52.68	
	06242015		Electricity	10-30-432-622.50	ELECTRICITY - STREET LIGH	0.00	41.40	
	06242015		Electricity	10-30-432-622.50	ELECTRICITY - STREET LIGH	0.00	124.29	
	06242015		Electricity	10-30-432-622.50	ELECTRICITY - STREET LIGH	0.00	41.11	
	06242015		Electricity	10-30-432-622.50	ELECTRICITY - STREET LIGH	0.00	0.11	
	06242015		Electricity	10-30-432-622.50	ELECTRICITY - STREET LIGH	0.00	1,971.72	
	06242015		Electricity	10-30-432-622.50	ELECTRICITY - STREET LIGH	0.00	28.30	
	06242015		Electricity	10-30-432-622.50	ELECTRICITY - STREET LIGH	0.00	707.97	
	06242015		Electricity	10-30-432-622.50	ELECTRICITY - STREET LIGH	0.00	27.60	
	06242015		Electricity	10-30-432-622.50	ELECTRICITY - STREET LIGH	0.00	62.90	
	06242015		Electricity	50-10-410-622.00	ELECTRICITY	0.00	1.82	
	06242015		Electricity	50-10-410-622.00	ELECTRICITY	0.00	133.77	
	06242015		Electricity	50-10-410-622.00	ELECTRICITY	0.00	687.76	
	06242015		Electricity	55-20-420-622.00	ELECTRICITY	0.00	1,044.04	
	06242015		Electricity	55-20-420-622.00	ELECTRICITY	0.00	1,102.98	
	06242015		Electricity	55-20-420-622.00	ELECTRICITY	0.00	34.41	
	06242015		Electricity	55-20-420-622.00	ELECTRICITY	0.00	5,740.47	
	06242015		Electricity	55-20-420-622.00	ELECTRICITY	0.00	22.23	
	06242015		Electricity	55-20-420-622.00	ELECTRICITY	0.00	131.28	
	06242015		Electricity	55-20-420-622.00	ELECTRICITY	0.00	283.33	
	06242015		Electricity	55-20-420-622.00	ELECTRICITY	0.00	22.05	
						0.00	16,741.67	
40700 INGRAM LIBRARY SERVICES								
	00051550	60853065	Books-Adult	10-50-451-640.10	BOOKS-ADULTS	14.30	14.30	
	00051569	608559867	J/YA Audios	10-50-451-640.15	AUDIOS	27.99	27.99	

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	00051549	60856855	Books - Juvenile	10-50-451-640.30	BOOKS-JUVENILE	202.60	202.60	
	00051524	60857165	Books- Juvenile	10-50-451-640.30	BOOKS-JUVENILE	64.74	64.74	
	00051549	60858141	Books-Juvenile	10-50-451-640.30	BOOKS-JUVENILE	10.49	10.49	
	00051562	60858142	Books-Adult	10-50-451-640.10	BOOKS-ADULTS	362.21	362.21	
	00051549	60859866	Books - Childrens	10-50-451-640.25	BOOKS-CHILDRENS	8.84	8.84	
	00051562	60859868	Books- Adults	10-50-451-640.10	BOOKS-ADULTS	15.44	15.44	
	00051458	60859986	Large Print - Adult	10-50-451-640.35	BOOKS-LARGE PRINT	139.16	139.16	
	00051549	60859987	Books-Juvenile	10-50-451-640.30	BOOKS-JUVENILE	23.56	23.56	
	00051549	60860604	Books - Childrens	10-50-451-640.25	BOOKS-CHILDRENS	22.09	22.09	
	00051561	60860605	Adult - Audios	10-50-451-640.15	AUDIOS	340.37	340.37	
	00051562	60860606	Books - Adult	10-50-451-640.10	BOOKS-ADULTS	251.54	251.54	
	00051549	60860900	Books-Juvenile	10-50-451-640.30	BOOKS-JUVENILE	4.71	4.71	
	00051561	60860901	Adult - Audios	10-50-451-640.15	AUDIOS	28.54	28.54	
	00051562	60860902		10-50-451-640.10	BOOKS-ADULTS	14.35	14.35	
	00051576	60861779	Adult Books	10-50-451-640.10	BOOKS-ADULTS	396.35	396.35	
	00051550	66589705	Books-Adult	10-50-451-640.10	BOOKS-ADULTS	13.56	13.56	
	00051569	66592602	Audios	10-50-451-640.15	AUDIOS	20.29	20.29	
	00051562	66592603	Books-Adult	10-50-451-640.10	BOOKS-ADULTS	4.71	4.71	
	00051569	66593158	Audios	10-50-451-640.15	AUDIOS	9.89	9.89	
	00051569	66593708	Audios	10-50-451-640.15	AUDIOS	37.90	37.90	
	00051524	66593709	Books- Juvenile	10-50-451-640.30	BOOKS-JUVENILE	56.52	56.52	
	00051524	66593978	Books- Juvenile	10-50-451-640.25	BOOKS-CHILDRENS	12.15	0.00	
	00051524	66593978	Books- Juvenile	10-50-451-640.30	BOOKS-JUVENILE	40.25	32.96	
	00051561	66595538	Adult-Audios	10-50-451-640.15	AUDIOS	90.43	90.43	
	00051562	66595539	Books-Adult	10-50-451-640.10	BOOKS-ADULTS	13.46	13.46	
	00051458	66596233	Large Print - Adult	10-50-451-640.35	BOOKS-LARGE PRINT	112.47	112.47	
	00051569	66596234	J/YA - Audio Books	10-50-451-640.15	AUDIOS	18.95	18.95	
						2,357.86	2,338.42	
41074 INTERSTATE AUTO SERVICE, INC								
	71971		Cruiser Maintenance	10-20-420-430.10	VEHICLE MAINTENANCE	0.00	161.18	
	71974		Cruiser Maintenance	10-20-420-430.10	VEHICLE MAINTENANCE	0.00	182.13	
	72055		Cruiser Maintenance	10-20-420-430.10	VEHICLE MAINTENANCE	0.00	64.00	
	72078		Cruiser Maintenance	10-20-420-430.10	VEHICLE MAINTENANCE	0.00	42.95	
	72117		Cruiser Maintenance	10-20-420-430.10	VEHICLE MAINTENANCE	0.00	60.18	
	72151		Cruiser Maintenance	10-20-420-430.10	VEHICLE MAINTENANCE	0.00	234.85	
	72281		Cruiser Maintenance	10-20-420-430.10	VEHICLE MAINTENANCE	0.00	42.95	
						0.00	788.24	
41633 JC IMAGE								
	00011900	21099	Uniforms	10-20-422-650.00	UNIFORMS	15.00	15.00	
36960 KAMCO SUPPLY CORP OF BOSTON								
	00009229	291463	Repair & Maintenance	10-30-432-430.00	REPAIR & MAINT-FACILITIES	500.00	385.07	
46973 LOCKE, PAUL								
	06092015		Gym membership	10-20-420-825.00	Gym Membership	0.00	200.00	

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-----								
47897 MAINE MUNICIPAL ASSOCIATION								
	00008528	1000096675	Advertising	10-10-416-540.00	ADVERTISING	50.00	50.00	
39685 MARLIN ENVIRONMENTAL INC								
	00001631	90545	Construction Services	50-10-410-450.00	CONSTRUCTION SERVICES	80.00	80.00	
	00001601	90738	Technical Services	55-20-420-340.00	TECHNICAL SERVICES	2,800.00	2,800.00	
	00005664	91411	Rental of Equipment	10-50-452-442.00	RENTAL OF EQUIPMENT	480.00	480.00	
						-----	-----	
						3,360.00	3,360.00	
49500 MCRAE AUTO SERVICE								
	00011901	2961	Vehicle/Equip/Maintenance	10-20-422-430.10	VEHICLE/EQUIP.MAINTENANCE	388.50	388.50	
	00003357	2963	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	66.25	66.25	
	00003357	2991	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	353.75	45.00	
						-----	-----	
						808.50	499.75	
49685 MEAD, ERNEST								
	11442015		Overpayment of Taxes	10-00-000-254.00	DUE TAXPAYER-TAX OVERPMT	0.00	11.44	
48467 MILTON ACE HARDWARE LLC								
	00010943	12072	Vehicle Equipment/ Maint.	10-20-421-430.10	VEHICLE/EQUIP MAINTENANCE	16.99	16.99	
	00009234	12228/4	Repairs & Maintenance	10-30-432-430.00	REPAIR & MAINT-FACILITIES	7.99	7.99	
	00003465	12244/4	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	6.99	6.99	
	00003465	12272/4	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	35.54	35.54	
	00003465	12279/4	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	19.99	19.99	
	00003465	12280	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	10.98	10.98	
	00003465	12281/4	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	7.99	7.99	
	00009234	12299/4	Repair & Maintenance	10-30-432-430.00	REPAIR & MAINT-FACILITIES	23.67	16.99	
	00001617	12320-12342	General Supplies	50-10-410-612.00	GENERAL SUPPLIES	127.21	77.26	
	00001617	12320-12342	General Supplies	55-20-420-612.00	GENERAL SUPPLIES	86.75	47.28	
	00003465	12335/4	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	210.06	17.47	
	00009234	12338/4	Repairs & Maintenance	10-30-432-430.00	REPAIR & MAINT-FACILITIES	15.27	15.27	
	00009234	12340/4	Repair & Maintenance	10-30-432-430.00	REPAIR & MAINT-FACILITIES	68.97	68.97	
	00009234	12343/4	Repair & Maintenance	10-30-432-430.00	REPAIR & MAINT-FACILITIES	8.99	8.99	
						-----	-----	
						647.39	358.70	
69870 MILTON BUILDING SUPPLY								
	00003338	84532	General Supplies	10-30-430-612.00	GENERAL SUPPLIES	358.04	15.99	
52802 MILTON FIREFIGHTERS ASSOCIATION IN								
	33902015		Shipping of CO Meter	10-20-421-740.00	MACHINERY/EQUIPMENT	0.00	33.90	
53400 MILTON INDEPENDENT INC								
	00001480	42174	Advertising	50-10-410-540.00	ADVERTISING	38.25	38.25	
	00020015	42181	Advertising	10-30-429-540.00	ADVERTISING	138.24	38.25	
	00001480	42196	Advertising	50-10-410-540.00	ADVERTISING	38.25	38.25	

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Vendor	PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	00008524	42422	Advertising	10-10-416-540.00	ADVERTISING	170.00	170.00	
	00006567	42433	Advertising	10-60-461-540.00	ADVERTISING	82.88	82.88	
	00006567	42434	Advertising	10-60-461-540.00	ADVERTISING	87.40	87.40	
						555.02	455.03	
53950 MILTON RENTAL & SALES CENTER INC								
	00003339	1-506013	Rental/Equipment/Vehicle	10-30-430-442.00	RENTAL OF EQUIPMENT/VEHIC	1,320.00	1,320.00	
	00009207	1-506941	Rental Equipment/Vehicle	10-30-432-442.00	RENTAL OF EQUIP & VEHICLE	500.00	38.50	
	00003493	1-506943	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	18.40	18.40	
	00003493	1-506947	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	105.12	105.12	
	00003493	1-507489	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	18.40	18.40	
	00001477	1-507556	General Supplies	50-10-410-442.00	RENTAL OF EQUIP & VEHICLE	50.00	0.00	
	00001477	1-507556	General Supplies	55-20-420-442.00	RENTAL OF EQUIP & VEHICLE	50.00	0.00	
	00001477	1-507556	General Supplies	55-20-420-612.00	GENERAL SUPPLIES	21.76	8.20	
	00003493	1-507564	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	5.96	5.96	
	00009149	1-507946	General Supplies	10-30-432-430.00	REPAIR & MAINT-FACILITIES	135.19	33.17	
	00003493	1-508627	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	344.40	4.00	
	00001616	1-508633	General Supplies	50-10-410-612.00	GENERAL SUPPLIES	100.00	12.18	
	00001616	1-508633	General Supplies	55-20-420-612.00	GENERAL SUPPLIES	100.00	12.18	
						2,769.23	1,576.11	
54180 MINNESOTA LIFE INSURANCE CO								
	05012015	Life		10-10-410-210.30	GROUP LIFE INS & AD&D	0.00	19.13	
	05012015	Life		10-10-412-210.30	GROUP LIFE INS & AD&D	0.00	40.38	
	05012015	Life		10-10-413-210.30	GROUP LIFE INS & AD&D	0.00	42.13	
	05012015	Life		10-20-420-210.30	GROUP LIFE INS & AD&D	0.00	244.28	
	05012015	Life		10-20-421-210.30	GROUP LIFE INS & AD&D	0.00	6.09	
	05012015	Life		10-20-422-210.30	GROUP LIFE INS & AD&D	0.00	13.54	
	05012015	Life		10-30-429-210.30	GROUP LIFE INS & AD&D	0.00	36.01	
	05012015	Life		10-30-430-210.30	GROUP LIFE INS & AD&D	0.00	75.99	
	05012015	Life		10-30-432-210.30	GROUP LIFE INS & AD&D	0.00	28.04	
	05012015	Life		10-40-441-210.30	Group Life & AD&D	0.00	1.41	
	05012015	Life		10-50-451-210.30	GROUP LIFE INS & AD&D	0.00	28.38	
	05012015	Life		10-60-461-210.30	GROUP LIFE INS & AD&D	0.00	27.22	
	05012015	Life		50-10-410-210.30	GROUP LIFE INS & AD&D	0.00	26.95	
	05012015	Life		55-20-420-210.30	GROUP LIFE INS & AD&D	0.00	26.94	
	05012015	Life		10-50-452-210.30	Group Life & AD&D	0.00	11.50	
						0.00	627.99	
57435 NEW ENGLAND MUNICIPAL EQUIP.CO.INC								
	00003503	15662	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	244.60	239.55	
	00001623	15666	Vehicle Maintenance	10-30-430-430.10	VEHICLE MAINTENANCE	35.17	35.17	
						279.77	274.72	
57350 NEW ENGLAND MUNICIPAL RESOURCE								
	00007180	34524	Technical	10-10-417-340.00	TECHNICAL	633.39	633.39	

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-----								
57451 NEW HAMPSHIRE MUNICIPAL ASSOCIATIO								
	00008529	14032	Advertising	10-10-416-540.00	ADVERTISING	150.00	150.00	
57495 NEW YORK CLEANERS								
		05312015	Drycleaning Police Unifor	10-20-420-650.00	UNIFORMS	0.00	314.22	
55207 NOCO DISTRIBUTION LLC								
	00001626	PSI1167881	General Supplies	55-20-420-612.00	GENERAL SUPPLIES	370.39	370.39	
57751 NORTHERN TOOL & EQUIP CATALOGE CO								
	00009171	33127852	Machinery & Equipment	10-30-432-740.00	MACHINERY & EQUIPMENT	417.97	417.97	
58743 OLIVER, LD SEED COMPANY INC								
	00003507	114058	Erosion Control	10-30-430-426.00	EROSION CONTROL	162.80	162.80	
	00003496	114066	Erosion Control	10-30-430-426.00	EROSION CONTROL	681.76	162.80	
	00003507	114067	Erosion Control	10-30-430-426.00	EROSION CONTROL	282.04	246.40	
	00003507	114094	Erosion Copntrol	10-30-430-426.00	EROSION CONTROL	325.60	325.60	
	00003507	114160	Erosion Control	10-30-430-426.00	EROSION CONTROL	829.56	829.56	
						-----	-----	
						2,281.76	1,727.16	
60775 PENGUIN MANAGEMENT, INC								
	00010972	35249	Technology	10-20-421-613.00	TECHONOLOGY	657.00	657.00	
	00010972	35250	Technology	10-20-421-613.00	TECHONOLOGY	179.00	179.00	
						-----	-----	
						836.00	836.00	
61900 PIKE INDUSTRIES, INC.								
	00003490	801001	Asphalt	10-30-430-450.20	ASPHALT	1,243.75	1,243.75	
	00003490	803946	Asphalt	10-30-430-450.20	ASPHALT	2,587.50	1,243.75	
						-----	-----	
						3,831.25	2,487.50	
62640 PRESCOTT, EJ INC								
	00001620	4929105	General Supplies	50-10-410-612.00	GENERAL SUPPLIES	176.17	176.17	
69417 PROFESSIONAL LITIGATION								
	00002967	15-01288	Other Professional	10-20-420-330.00	OTHER PROFESSIONAL	250.00	250.00	
	00002967	15-01289	Other Professional	10-20-420-330.00	OTHER PROFESSIONAL	450.00	250.00	
						-----	-----	
						700.00	500.00	
24501 R.R. CHARLEBOIS INC								
	00003469	IC93462	M	10-30-430-430.10	VEHICLE MAINTENANCE	3.75	3.75	
	00003469	IC93785	M	10-30-430-430.10	VEHICLE MAINTENANCE	81.72	81.72	
	00003469	IC93800	M	10-30-430-430.10	VEHICLE MAINTENANCE	382.89	382.89	
		IC93814	M	10-30-430-430.10	VEHICLE MAINTENANCE	0.00	-84.39	
	00003469	IC93815	M	10-30-430-430.10	VEHICLE MAINTENANCE	16.81	16.81	

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Vendor	PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	00011891	RC54395	Vehicle/Equipment	10-20-422-430.10	VEHICLE/EQUIP.MAINTENANCE	3,399.44	3,399.44	
						3,884.61	3,800.22	
64722 ROUSE TIRE SALES INC								
	00009242	30064427	Repair & Maintenance	10-30-432-430.10	REPAIR & MAINT-EQUIPMENT	139.90	139.90	
67300 ROWLEY FUELS INC								
		052015	Diesel Fuel	10-20-421-625.00	DIESEL FUEL	0.00	243.75	
		052015	Diesel Fuel	10-20-422-625.00	DIESEL FUEL	0.00	405.58	
		052015	Diesel Fuel	10-30-430-625.00	DIESEL FUEL	0.00	1,615.78	
						0.00	2,265.11	
41182 S.D. IRELAND BROTHERS CORPORATION								
	00001619	47745	General Supplies	50-10-410-612.00	GENERAL SUPPLIES	500.00	492.00	
60369 SEVEN DAYS NEWSPAPER								
	00008531	152412	Advertising	10-10-416-540.00	ADVERTISING	17.25	17.25	
	00008526	152726	Advertising	10-10-416-540.00	ADVERTISING	17.25	17.25	
						34.50	34.50	
73450 STATE OF VERMONT								
	00001612	NO INVOICE	Dues and Fees	55-20-420-810.00	DUES AND FEES	330.00	330.00	
	00001611	NO INVOICE #	Dues and Fees	50-10-410-810.00	DUES AND FEES	160.00	160.00	
						490.00	490.00	
61943 SWISH KENCO LTD								
	00009248	B088055/S	General Supplies	10-30-432-612.00	GENERAL SUPPLIES	792.77	646.01	
	00001622	B088056/S	General Supplies	55-20-420-612.00	GENERAL SUPPLIES	58.72	58.72	
						851.49	704.73	
48700 SYMQUEST GROUP INC								
		920657	Photocopier Maintenance	10-10-416-430.20	PHOTOCOPIER MAINTENANCE	0.00	209.04	
		920658	Photocopier Maintenance	10-10-416-430.20	PHOTOCOPIER MAINTENANCE	0.00	8.50	
		922566	Monthly Copier Bill	10-10-412-430.20	PHOTOCOPIER MAINTENANCE	0.00	58.50	
						0.00	276.04	
21288 SYNCB/AMAZON								
	00001627	105-8844984	General Supplies	55-20-420-612.00	GENERAL SUPPLIES	760.84	210.92	
	00051564	108-2565166	Videos	10-50-451-640.50	VIDEOS	117.05	116.92	
	00051548	115-4417355	Videos	10-50-451-640.50	VIDEOS	29.91	16.99	
	00051577	116-3254903	Adult DVD	10-50-451-640.50	VIDEOS	221.00	220.52	
						1,128.80	565.35	
76719 THE TECH GROUP, INC.								
	00007162	66604	Machinery & Equipment	10-10-417-740.00	MACHINERY AND EQUIPMENT	175.00	175.00	

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Vendor	PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	00007162	66654/2	Machinery & Equipment	10-10-417-740.00	MACHINERY AND EQUIPMENT	20.00	20.00	
						195.00	195.00	
76960 U.S. BANK EQUIPMENT FINANCE		279799167	Police Copier Rental	10-20-420-430.20	PHOTOCOPIER MAINTENANCE	0.00	145.10	
78210 UNIFIRST CORP		1679860	Rags/Mats/Uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	6.00	
		1679860	Rags/Mats/Uniforms	10-30-430-650.00	EMPLOYEE UNIFORMS	0.00	40.73	
		1679861	Rags/Mats/Uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	11.50	
		1679861	Rags/Mats/Uniforms	10-30-432-442.20	BUILDING MAT RENTALS	0.00	9.18	
		1679861	Rags/Mats/Uniforms	50-10-410-650.00	EMPLOYEE UNIFORMS	0.00	18.15	
		1679861	Rags/Mats/Uniforms	55-20-420-650.00	EMPLOYEE UNIFORMS	0.00	18.15	
		1681110	Rags/Mats/Uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	6.16	
		1681110	Rags/Mats/Uniforms	10-30-432-650.00	EMPLOYEE UNIFORMS	0.00	17.05	
		1681111	Rags/Mats/Uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	6.00	
		1681111	Rags/Mats/Uniforms	10-30-430-650.00	EMPLOYEE UNIFORMS	0.00	41.63	
		1681112	Rags/Mats/Uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	11.50	
		1681112	Rags/Mats/Uniforms	50-10-410-650.00	EMPLOYEE UNIFORMS	0.00	19.35	
		1681112	Rags/Mats/Uniforms	55-20-420-650.00	EMPLOYEE UNIFORMS	0.00	19.35	
		1682423	Rags/Mats/Uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	6.16	
		1682423	Rags/Mats/Uniforms	10-30-432-650.00	EMPLOYEE UNIFORMS	0.00	17.05	
		1682424	Rags/Mats/Uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	6.00	
		1682424	Rags/Mats/Uniforms	10-30-430-650.00	EMPLOYEE UNIFORMS	0.00	41.63	
		1682425	Rags/Mats/Uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	11.50	
		1682425	Rags/Mats/Uniforms	50-10-410-650.00	EMPLOYEE UNIFORMS	0.00	18.15	
		1682425	Rags/Mats/Uniforms	55-20-420-650.00	EMPLOYEE UNIFORMS	0.00	18.15	
						0.00	343.39	
71063 US POSTAL SERVICE(POSTAGE BY PHONE		06032015	Postage by Phone	10-00-000-190.00	PREPAID POSTAGE	0.00	500.00	
49013 VERIZON WIRELESS		9746092485	Communication/ Other	10-20-420-530.20	COMMUNICATIONS-OTHER	0.00	240.06	
80720 VERMONT GAS SYSTEMS INC		06202015	Natural Gas	10-30-432-621.00	NATURAL GAS	0.00	73.64	
		13618	Natural Gas	10-30-432-621.00	NATURAL GAS	0.00	217.51	
		13618	Natural Gas	10-30-432-621.00	NATURAL GAS	0.00	47.79	
		13618	Natural Gas	10-30-432-621.00	NATURAL GAS	0.00	272.60	
		13618	Natural Gas	55-20-420-621.00	NATURAL GAS	0.00	42.40	
		13618	Natural Gas	55-20-420-621.00	NATURAL GAS	0.00	42.69	
		13618	Natural Gas	55-20-420-621.00	NATURAL GAS	0.00	474.33	
		13618	Natural Gas	55-20-420-621.00	NATURAL GAS	0.00	46.40	
						0.00	1,217.36	
80865 VERMONT GFOA		00004512	Professional Development	10-10-413-820.00	PROFESSIONAL DEVELOPMENT	30.00	30.00	

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81021 VERMONT IRRIGATION INC								
	00009194	18453	Repairs & Maint - Facilit	10-30-432-430.00	REPAIR & MAINT-FACILITIES	12,395.00	12,395.00	
81055 VERMONT LEAGUE OF CITIES & TOWNS								
	00008527	2015-16312	Other Professional Servic	10-10-401-330.00	OTHER PROFESSIONAL SERVIC	1,148.00	1,148.00	
	00006568	2015-16413	Professional Development	10-60-461-820.00	PROFESSIONAL DEVELOPMENT	70.00	70.00	
						-----	-----	
						1,218.00	1,218.00	
46537 VERMONT LIFE SAFETY LLC								
	00009247	25428	Repair & Maintenance	10-30-432-430.00	REPAIR & MAINT-FACILITIES	838.50	735.00	
	00009247	25482	Repair & Maintenance	10-30-432-430.00	REPAIR & MAINT-FACILITIES	1,161.50	1,161.50	
						-----	-----	
						2,000.00	1,896.50	
81444 VERMONT SYSTEM, INC								
	00005653	47133	Technology	10-50-452-613.00	TECHNOLOGY	1,507.92	1,507.92	
84400 VLCT PACIF, INC.								
	00008530	06042015	General Liability Insuran	10-10-404-520.10	GENERAL LIABILITY INS.	1,000.00	1,000.00	
83844 W.B. MASON CO INC								
	00007179	I25913367	Office Supplies	10-10-412-611.00	OFFICE SUPPLIES	4.39	4.39	
	00007179	I25946375	Office Supplies	10-10-412-611.00	OFFICE SUPPLIES	31.59	31.59	
						-----	-----	
						35.98	35.98	
72132 WESTAFF USA, INC								
	00006569	WC259249	Regular Salaries	10-60-461-110.00	REGULAR SALARIES	848.80	848.80	
	00006569	WC261171	Regular Salaries	10-60-461-110.00	REGULAR SALARIES	679.04	679.04	
						-----	-----	
						1,527.84	1,527.84	
86543 WEX BANK								
	41004165		Fuel Charges	10-20-420-626.00	GASOLINE	0.00	2,971.90	
	41004165		Fuel Charges	10-20-421-625.00	DIESEL FUEL	0.00	127.28	
	41004165		Fuel Charges	10-30-429-626.00	GASOLINE	0.00	109.97	
	41004165		Fuel Charges	10-30-430-626.00	GASOLINE	0.00	91.64	
	41004165		Fuel Charges	10-30-432-626.00	GASOLINE	0.00	342.72	
	41004165		Fuel Charges	50-10-410-625.00	DIESEL FUEL	0.00	51.19	
	41004165		Fuel Charges	50-10-410-626.00	GASOLINE	0.00	107.92	
	41004165		Fuel Charges	55-20-420-625.00	DIESEL FUEL	0.00	51.20	
	41004165		Fuel Charges	55-20-420-626.00	GASOLINE	0.00	107.92	
						-----	-----	
						0.00	3,961.74	
35050 WOOD, GEORGE INC								
	00002962	245188	Vehicle Maintenance	10-20-420-430.10	VEHICLE MAINTENANCE	332.40	332.40	

