

Milton Selectboard Meeting Minutes

July 27, 2015 6:00 P.M.

Municipal Building Community Room

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

Selectboard Members Not Present: None

Staff Members Present: Donna Barlow Casey Town Manager; Celeste Lang, Selectboard Assistant; Roger Hunt, Public Works Director; Dustin Keelty, Public Works Supervisor; Kym Duchesnaeu, Recreation Director;

Others Present: Tyler LaFountain, Scouts; Tony Moulton, Exec. Dir. Milton Community Youth Coalition (MCYC); Rodney & Crystal Tinker, Milton Broncos

I. Call to Order - King called meeting to order at 6:00 PM

II. Flag Salute - King led the attendees in a Salute to the Flag

III. Agenda Review - None

IV. Public Forum - None

V. Appointments

A. Roger Hunt as representative to the Chittenden Solid Waste District (CSWD) for an unexpired term ending on May 30, 2017.

Donna Barlow Casey, Town Manager

Hunt said current term he held expired and hoped someone would express interest in the advertised position but no candidate came forward. Feels need for Milton to be represented.

Motion made by Bartlett to appoint Roger Hunt as representative to the Chittenden Solid Waste District (CSWD) for an unexpired term ending May 30, 2017. Seconded by Nolan. No further discussion.

Roll Call Vote – All Approved.

VI. New Business and Department Items

A. Entertainment permit for National Night Out, August 4th

Donna Barlow Casey, Town Manager and Don Turner, Fire/Rescue Chief

Duchesneau & Moulton of MCYC asked for approval. Nationwide annual event participated 6 yrs. Purpose is to foster sense of community connection for all ages,

46 families, seniors, school activities. 300-500 people attend. Fire & Police support and
47 demonstrate interactions with community.

48
49 Motion made by Cushing to approve entertainment permit for National Night Out to
50 be held August 4th, 2015. Seconded Bartlett. Discussion - none

51 **Roll Call Vote- All approved**

52

53 **B. Entertainment permit for Football Jamboree**

54 Donna Barlow Casey, Town Manager

55

56 Duchesneau & Rodney Tinker, of Milton Broncos, request approval.

57 Tinker said event has been held for 10 years. Milton Broncos host Northern VT
58 football league. Have three games that run 45 min. each. Approximately 4000
59 people throughout day attend. Prepare for year structure with rec department to
60 make things smoother each year.

61 Bartlett commends for organization of jamboree.

62 Tinker confirmed port-a-lets and onsite dumpster in compliance. Everything set up
63 ready to go and that day and removed that night.

64 King confirmed bathrooms and facilities secure to ward off damage with high
65 volume. Suggest direct traffic to Centre Dr. not Bombardier to Rt 7.

66 Police & Rescue designated at event and possible help facilitate traffic as well.

67 Nolan questioned town issue applications – no reference to conditions, no link
68 between two applications presented.

69 Library closes due to parking. Restaurants informed of influx and happy for it.

70

71 Motion made by Cushing to approve joint Entertainment permit for Football
72 Jamboree to be held Saturday August 22nd, 2015. Seconded by Bartlett. Discussion-
73 none

74 **Roll Call Vote - All Approved**

75

76 **C. Consideration of a donation of planning, labor and materials for park
77 picnic tables**

78 Dustin Keelty, Public Works Supervisor Tyler LaFountain Eagle Scout,

79

80 Keelty stated correction of submission from 8 to 6 tables. LaFountain an Eagle Scout
81 informed it was for a scout project. 1-2 tables will be handicap accessible. Plastic top
82 pressure treated bottom. Anticipate complete by mid August.

83

84 Motion by Bartlett to approve the donation of planning, labor and materials from Eagle
85 Scout Tyler LaFountain to build six picnic tables for Recreation Park, located off
86 Bombardier Rd. est. \$2620 value. Nolan Seconded.

87 **Roll Call Vote - All Approved**

88

89 **D. Approval of Interim Zoning Application Written Decision for 37 Centre Dr.**

90 Donna Barlow Casey, Town Manager presented Resolution.

91 Nolan noted Vice Chair vs. board authorization to signoff. Prior decision of board
92 approved King as acting chair 5 yes on 7/6/2015

93
94 Motion made by Bartlett to approve written decision for Interim Zoning Conditional
95 Use Application at 37 Centre Drive. Second Nolan. Discussion- none

96 **Roll Call Vote - All Approved**

97
98 Nolan noted previous discussion held.

99 King later stated to Correct Resolution for Gifford to King as vice-chair.

100
101 **E. Authorize Line of Credit / Credit Card in New Town Manager's Name**

102 Donna Barlow Casey, Town Manager

103
104 Cushing questioned status of previous card and limit? Casey believes it has been
105 returned and limit would be \$7500.

106 Cushing request detail of when card is used for what similar to warrant activity for
107 accountability to protect both sides. Bartlett stated Warrant states lump sum business
108 credit card with independent line activity. Nolan stated \$10K or more expenditure
109 needs preapproval per policy so cannot be abused given structure.

110
111 Motion made by Bartlett to authorize that a line of credit and Town of Milton business
112 credit card be established in the name of Donna Barlow Casey, Town Manager.

113 Nolan second. Discussion – none

114 **Roll Call Vote - All approved.**

115
116
117 **F. Discussion regarding new office furniture for the Town Manager's Office, request
118 for Board support.**

119 Donna Barlow Casey, Town Manager – following up on Bohne Interim Mgr debriefed
120 observing lack of functional office equipment in Town Manager Office Area. Current
121 houses non-functioning product to facilitate productive work environment. Storage
122 doesn't have sufficient equipment and suggest purchasing equipment not to exceed \$3K
123 for all 3 locations including delivery and assembly.

124 Need to be effective for new vision of professional manager's office. Cushing surplus
125 property may or may not have reasonable.

126
127 Board agreed now is the time to present professional and functional manager's office
128 and consensus was for Casey to come back with plans including covering funds to
129 procure.

130
131
132 **VII. Old Business -**

133 Bartlett brought up Rt 7 guardrail maintenance along Lake Arrowhead as being
134 unmanageable limits scenic view. Should town road crew step in? Cushing

135 stated road crew doing more maintenance along Route 7 than should and not
136 getting anything for service.
137 Board task Casey or staff to get in touch with V-trans and care of Route 7.
138

139 **VIII. Reconsideration - none**

141 **IX. Manager's Report**

142 Barlow presented Manager's Report
143 Day 6, focus on meeting department heads, brainstorm news and issues.
144 Address issues Interim Town Manager Bohne suggested. Previous Town
145 manager Palaia offered to have conversation to fill in holes in varying
146 conversations.
147 Visited Pomerleau to discuss TIF and put pieces together.
148

149 **X. Potential and/or Future Agenda Items**

150
151 King addressed construction for '16 start or miss window of opportunity.
152 Timeline, critical path together next two weeks would like a list for a clearer
153 picture. Lake, East Rd studied and money spent on. Public works should
154 demand sidewalk replacement, excavation fees. Contractors rip up streets and
155 then taxpayers pay to repair. Review other options to cover costs.
156 Need to look at budget. Suggest Public Works be present every meeting to
157 discuss issues.

158
159 Suggest Recreation address fees to events - study other resources other than
160 taxes from people.
161

162 Review how to get mindset of staff to realize perception of projects to public.
163 Residents best interest vs. ability to spend money. Running sprinklers every
164 morning during wettest summer is just an example.
165

166 **XI. Warrant/Report # 2 & Supplemental Warrant -To approve with or without**
167 **corrections**

169 Bartlett reviewed Warrant/Invoice Report #3 which is significant and considered
170 fairly large.

171 Note larger amounts include Chittenden County taxes. Fire & Rescue replace 10
172 yr old camera.
173

174 Cushing questioned NE training for chainsaw certification and when need to hire
175 outside help vs. doing internal. Nolan questioned if there is a plan for tree
176 cutting. King suggested going out for bid on vehicle maintenance to see if could
177 bring service in town. Weststaff – temp agency service for absent positions.
178
179

180 Motion made by Bartlett to approve Warrant #2 in the amount of \$238,101.50
181 Second Nolan. Discussion -none
182 **All approved.**

183
184 Supplemental warrant People's United Bank \$8161.92 service. Principle paid
185 once a yr, interest multiple times a year.
186 Asked for clarity of what this covers.

187
188 Motion made by Bartlett to approve supplemental warrant of People's United
189 Bank for \$8761.92. Second Nolan. Discussion - none
190 **Roll Call Vote. All approved**

191
192 **XII. Minutes - To approve with or without corrections**

193
194 Motion made by Cushing to approve Special Selectboard Meeting of June 11, 2015;
195 Selectboard Meeting of July 6, 2015; and Special Selectboard Meeting of July 16,
196 2015 without corrections so listed as printed. Seconded by Bartlett. Discussion-none.
197 **Roll Call Vote. All Approved**

198
199 **XIII. Possible/Anticipated Executive Session per V.S.A. Title 1 Section 313**

200 None

201
202
203 **XIV. Adjournment**

204
205 Motion made by Bartlett to adjourn. Second by Nolan. **Roll Call Vote. All**
206 **approved.**

207
208 King adjourned meeting at 7:10PM

209
210 *These proceedings were live-streamed and filmed by LCATV and audio-recorded by the Town.*

211
212 **Respectfully Submitted,**

213  **Date:** 8/17/15
214 _____
215 **John Bartlett, Selectboard Clerk**

216
217 Filed with Milton Town Clerk's Office on this 24 day of Aug., 2015

218 **ATTEST:**  **Milton Town Clerk**
219 _____