

# Milton Selectboard Meeting Minutes

March 7, 2016 6:00 P.M.

Municipal Building Community Room

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

**Selectboard Members Not Present:** none

**Staff Members Present:** Donna Barlow Casey, Town Manager; Erik Wells, Director- Administration & Community Services; Jacob Hemmerick, Planning Director; Kym Duchesneau, Recreation Coordinator; Ben Nappi, Assistant Recreation Coordinator; Roger Hunt, Public Works Director; Nathan Lavallee, Water/Wastewater Superintendent; Jeff Caste, Town Planner; Amanda Pitts, Zoning Admin.

**Others Present:** Henry Bonges, Lori Donna, Courtney Lamdin, Stu King, Jenn Taylor, Terry Melton, Kaitlyn Thibault, John Lindsay, Julie Rutz

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

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

**III. Agenda Review-** Community Champion Committee applicant Terry Melton was added after item B of section V. Ultimate Frisbee Championship Event permit was moved to after the joint meeting with the Planning Commission as new business item A. Update on water leak added after fireworks donation in new business as item C. Discussion regarding a municipal resolution circulating among Vermont Towns advocating for increased local control for renewable energy projects was added to new business as item H.

**IV. Public Forum-** None

**V. Appointments, Recognition & Event Permit**

**A. Welcome New Selectboard Member John Palasik**

Adams welcomed John Palasik as a new member to the Selectboard. Palasik is a retired Milton Police Sergeant and served on the Selectboard in the 1980s.

**B. Honor Stuart King for Selectboard Service**

The Selectboard thanked former member Stuart King for his service on the Board. King served from 1984-1986 and 2014-2016. King was presented with a plaque commemorating his service. Bartlett read a resolution honoring King and moved to approve the resolution as presented. Second by Cushing. **Approved unanimously.**

**C. Community Champions Award Committee Appointment**

Cushing moved to appoint Terry Melton to a one year term on the Community Champion Awards Committee. Second by Bartlett. Approved unanimously.

**VI. Joint Meeting with Planning Commission**

**A. Discuss Draft Zoning Bylaw Amendments, DB1 Zoning District**

Planning Director Jacob Hemmerick and the Planning Commissioners updated the Selectboard on the progress of the DB1 zoning bylaw amendments. There will be a

48 community workshop on April 5 at 6:30 PM for the public to weigh in and discuss the  
49 draft zoning bylaw amendments for the DB1 district.  
50  
51

52 **VII. New Business and Department Items**

53 **A. Ultimate Frisbee Championship Facility Use and Entertainment Permit**

54 Ben Nappi stated this event was hosted by Milton last year and was a great success. The  
55 organizers are excited at another opportunity to bring the event to Milton. Bartlett  
56 moved to approve the facility use and entertainment permits as presented. Second by  
57 Cushing. **Approved unanimously.**  
58

59 **B. Winter Festival Fireworks Donation**

60 Recreation Coordinator Kym Duchesneau explained the resolution before the Board  
61 thanks and accept the fireworks donation by Mike Boisjeli at the Winter Festival on  
62 February 12<sup>th</sup>. Cushing moved to approve the resolution as presented, second by  
63 Bartlett. **Approved unanimously.**  
64

65 **C. Water Leak Update**

66 Water/Wastewater Superintendent Nathan Lavallee updated the Board that work  
67 continues to locate a suspected water leak due to use data. Leak detection continues  
68 and additional agencies have been consulted, including the Champlain Water District.  
69 Work will continue and the Board will receive updates.  
70

71 **D. VTrans Class 2 Highway Grant Application**

72 Public Works Director Roger Hunt stated this is a grant from VTrans to aid in paving  
73 Class 2 Highways in Town. Award can be up to \$175,000. The application is due by April  
74 15<sup>th</sup>. He presented the Board with a few different scenarios to consider for the  
75 application- looking at Everest Road, North Road and Munson Hill as some prime focus  
76 areas. The Board discussed the various scenarios and paving overall. Discussion will  
77 continue at the next Selectboard Meeting.  
78

79 **E. Acting Zoning Administrator Policy**

80 Zoning Administrator Amanda Pitts explained the Town needs to have a policy in place  
81 for an Acting Zoning Administrator in her absence. Bartlett moved to accept the Acting  
82 Zoning Administrator Policy as presented, second by Cushing. **Approved unanimously.**  
83

84 **F. Planning & Zoning Permit Fee Schedule Amendment**

85 Hemmerick continued the discussion from the February 16<sup>th</sup> meeting, providing the  
86 Board with an overview of the revenue impact with the new fee schedule. Bartlett  
87 moved to accept the Planning and Zoning Permit Fee Schedule Amendment Resolution  
88 as presented, second by Nolan. **Approved unanimously.**  
89

90 **G. Glebe Land**

91 Hemmerick gave an overview of Glebe Land, a practice that dates back to English  
92 Colonialism, in preparation for a future agenda item where the Town will be asked to  
93 approve a quit claim deed on Glebe Land for a real estate transaction.  
94  
95  
96

97 **H. Renewable Energy Project Locating Resolution**

98 Adams circulated a resolution that Vermont Towns have been adopting advocating for  
99 increased local control on renewable energy project locating. Will discuss further at the  
100 next Selectboard Meeting.  
101

102 **VIII. Warrant/Report #19**

103 Bartlett reviewed warrant #19. He mentioned a few items, in random order:  
104

- 105 • Cargill, Inc., \$11,502.69 - winter salt @ state bid price of \$74.35
- 106 • GMP, \$16,582.21 - electricity, monthly billing
- 107 • Kofile Preservation, \$4,296.00 - restoration of 3 vital records books for TC office
- 108 • Mike's Boring & Coring, \$5,130 - Test boring on Beebe Hill Rd, Lake Rd culvert, Quarry Lane  
109 culvert
- 110 • Milton Firefighters Association, \$1,183.91 - payment for Rescue department portion of annual  
111 banquet (42 members)
- 112 • New England Environmental Equipment, \$5,837 - replace influent automatic composite sampler  
113 - wastewater dept - "Overspent by \$5,780.72" "Overage will be covered by under spending w/w  
114 general supplies @ end of year"
- 115 • New Office Furniture Exchange, \$598 - 2 new multi-task Apollo Desk Chairs for TM office - "Cost  
116 will be balanced by under spending other areas of TM budget"
- 117 • Rowley Fuels, \$5,178.17 - February diesel and heating oil
- 118 • Town of Colchester, \$66,747.83 - Installment 2 of 3 for Police, Fire & Rescue Dispatch (contract  
119 runs 7/1/15-6/30/16)
- 120 • VT Gas, \$5,051.97 - monthly billing for natural gas
- 121 • Weststaff, \$1,753.39 - 3 weeks billing for Finance temp

122  
123 Bartlett moved to approve warrant report #19 in the amount of \$213,899.11, second by  
124 Cushing. **Approved 4-1 (Adams opposed).**  
125

126 **IX. Minutes of February 16, and 29 Meetings**

127 Bartlett moved to approve the minutes from the February 16, 2016 and February 29, 2016  
128 Selectboard meetings as presented. Nolan second. **Approved 4-0 (Palasik abstained).**  
129

130 Barlow Casey read into the record an email from resident Michael Boisjeli. It stated he is in full  
131 support of the Milton Grange and did not want the community to think otherwise from his  
132 questions at pre-town meeting on February 29.  
133

134 **X. Executive Session**

135 Bartlett moved to find premature public knowledge about Human Resources and Contract  
136 Negotiations would cause the Town or person to suffer a substantial disadvantage. Second by  
137 Nolan. **Approved unanimously.**  
138

139 Bartlett moved to enter into Executive Session to discuss Contract Negotiations under the  
140 provisions of V.S.A. Title 1 Section 313 and include Barlow Casey, Erik Wells and Peter Anthony.  
141 Second by Nolan. **Approved unanimously.**  
142

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

146  
147  
148  
149  
150  
151  
152  
153  
154  
155  
156  
157  
158  
159  
160  
161  
162  
163  
164  
165  
166  
167  
168

Entered Executive Session at 8:25 PM.

Bartlett moved to close Executive Session at 10:28 PM. Second by Cushing. **Approved unanimously.**

Bartlett moved to allow the Town Manager to negotiate a 30 day contract with Peter Anthony to serve as a financial research consultant. Second by Nolan. **Approved unanimously.**

**XI. Adjournment**

Bartlett moved to adjourn the Selectboard Meeting. Second by Cushing. **Approved unanimously.**

Adams adjourned the meeting at 10:30 PM.

Respectfully Submitted,

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

Date: 3/21/16

Filed with Milton Town Clerk's Office on this 23<sup>rd</sup> day of March, 2016

ATTEST: Jenny Willingham, Asst. Milton Town Clerk