

Milton Selectboard Meeting Minutes

May 23, 2016 at 6PM

Municipal Building Community Room

Selectboard Members Present: Darren Adams, Chair (arrived late); Kenneth Nolan, Vice Chair; John Bartlett, Clerk; John Palasik, Member; John Cushing, Member

Selectboard Members Not Present: None

Staff Members Present: Donna Barlow Casey, Town Manager; Erik Wells, Director- Administration & Community Affairs; Jacob Hemmerick, Planning Director; John Gifford, Interim Finance Director; Kym Duchesneau, Recreation Coordinator; Ben Nappi, Assistant Recreation Coordinator; Jeff Castle, Town Planner

Others Present: Jim Norton

I. **Call to Order** – Nolan called the meeting to order at 6:01 PM

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

III. **Agenda Review**- None

IV. **Public Forum**- Jim Norton of Long Pond Drive addressed the Board over concern regarding shooting taking place from semi-automatic rifles at a nearby property. The noise has been constant. He spoke with Milton PD and discussed that the Town does not have a shooting or noise ordinance. It's a difficult situation in the neighborhood. Palasik suggested when this is happening again to call Milton PD and ask that the officer in charge respond to the scene to assess whether safe shooting is taking place. Mr. Norton was provided with business cards of the Chief and Sergeants. He will plan to update the Board in the future.

Adams arrived at 6:20 PM and assumed chairmanship of the meeting.

V. **Executive Session**

Bartlett moved to find premature public knowledge about Real Estate would cause the Town or person to suffer a substantial disadvantage. Second by Nolan. **Approved unanimously.**

Bartlett moved to enter into Executive Session to discuss Real Estate under the provisions of V.S.A. Title 1 Section 313 and include Wells and Barlow Casey. Second by Nolan. **Approved unanimously.**

Bartlett moved to close Executive Session, second by Cushing. **Approved unanimously.**

There was no action as a result of Executive Session

VI. **New Business**

A. **Public Infrastructure Surety – Turner Self Storage Project**

Castle stated the establishment of a surety for the proper completion of the public infrastructure associated with the Turner Self Storage project is being requested for the Board's consideration in the amount of \$12,010 as pursuant to the Public Works

48 Specifications. Bartlett moved to approve the amount of \$12,010 for the water main as
49 surety for the proper completion of the public infrastructure associated with the Turner
50 Self Storage project, second by Nolan. **Approved Unanimously.**

51
52 **B. Bid Award, Care and Upkeep of Municipal Cemetery Grounds**

53 Barlow Casey stated Dustin Keelty is at a snow conference and she is presenting this
54 agenda item. Bids were received from three vending firms ranging from \$26,320.00 to
55 \$40,810.00 dollars over the three year period. The recommended action is to approve the
56 bid from Collins Landscaping, Plowing and Mowing. The Board stated that additional cost
57 benefit analysis is needed in awarding this bid in relation to having staff perform the work.
58 The discussion will resume at a future meeting.

59
60 **VII. Discussions**

61 **A. Half Penny for Parks Reserve Fund Policy and Planning**

62 Wells stated he spent time the past week looking at the Half Penny for Parks reserve fund
63 and wanted to bring some policy and operational items to the Board's attention for
64 consideration. The Recreation Department in its capital items for FY '17 identified two
65 projects to use funds from the Half Penny in FY '17 – new trash/recycling containers and
66 resurfacing the basketball court/ice rink. Town policy states each Parks reserve fund
67 purchase must be in the capital plan, which has tied with it a \$5,000 minimum threshold.
68 Wells stated for example the trash/recycling container project is budgeted at \$5,500 but if
69 the Board did not want to allocate the level of funds there is not flexibility based on policy
70 to go below the \$5,000 threshold and the Board may want to consider an adjustment to
71 policy. Wells stated that discussion had been tabled for awhile over a proposed new
72 DPW/Recreation combined facility which had a space study undertaken, he suggested a
73 future agenda item this summer to revisit that dialogue. The Board questioned the reserve
74 fund and its intent moving forward. Future discussion will be held regarding the matter.

75
76 **B. FY '17 – FY '22 Capital Improvement Plan**

77 Barlow Casey and Gifford discussed the CIP and the projected fund balance at year end. At
78 its May 16 meeting the Board has requested this fund balance as a means to evaluate using
79 it to pay off the interfund loan balance for the purchase of trucks and its effect on the
80 capital reserve accounts fund balance. After discussion, the Board requested further clarity
81 in the fund balance and requested a different presentation of the information. The Board
82 tabled the CIP discussion for a future meeting.

83
84 **VIII. Warrant Report #26**

85 Bartlett reviewed warrant report #26 in the amount of \$100,645; he mentioned a few items in
86 random order.

87
88 >\$10,000 item was in FY16 budget and also brought to Selectboard by Don Turner to discuss
89 and approve at our 10/2/16 meeting. \$100,525, Specialty Vehicle, Inc. - new chassis and
90 remount for MRD ambulance.

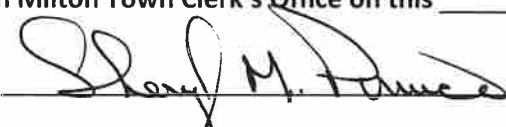
91
92 Bartlett moved to approve warrant report #26 in the amount of \$100,645 second by Cushing.
93 **Approved unanimously.**

97 **IX. Supplemental Warrant**
98 Bartlett moved to approve the supplemental warrant in the amount of 36,850.49 Second by
99 Cushing. **Approved unanimously.**

100
101 **X. Adjournment**
102 Palasik moved to adjourn the Selectboard Meeting. Second by Cushing. **Approved unanimously.**
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104
105  Respectfully Submitted,
106 _____ Date: 6/6/16
107 **John Bartlett, Selectboard Clerk**

108 Filed with Milton Town Clerk's Office on this 7 day of June, 2016
109

110 ATTEST:  Milton Town Clerk

