

Milton Selectboard Meeting Minutes

June 6, 2016 at 6PM

Municipal Building Community Room

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

Selectboard Members Not Present: None

Staff Members Present: Donna Barlow Casey, Town Manager; Erik Wells, Director- Administration & Community Affairs; Kym Duchesneau, Recreation Coordinator; Ben Nappi, Assistant Recreation Coordinator; Nathan Lavallee, WWW Superintendent; Dustin Keelty, DPW Operations Supervisor; Brett Van Noordt, Police Chief; Don Turner, Fire/Rescue Chief

Others Present: Jim Norton, Courtney Lamdin, Tom Moreau

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

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

III. Agenda Review- none

IV. Public Forum- Jim Norton of Long Pond Drive updated the Board over concern regarding shooting taking place from semi-automatic rifles at a nearby property. When the shooting had started again he connected with Milton PD and Corporal Grenier was very helpful with the situation and assessing the area. The shooting has since stopped. Mr. Norton was very thankful and wanted to update the Board on the good work and response by the Milton PD.

V. Appointments

A. Reappoint Don Turner as Town Forest Fire Warden, 5 Year Term

Turner stated he has served as the Town Forest Fire Warden for 12 years. The online burn permit system is working well. Cushing moved to reappoint Don Turner as Town Forest Fire Warden for a Five Year term, second by Palasik. **Approved Unanimously.**

VI. Discussions

A. FY '17 to FY '22 Capital Improvement Plan

Barlow Casey stated adoption of the plan is not being sought for tonight. The process forward is to come to an agreement on the draft plan and then file in the Town Clerk's Office Tuesday and warn a public hearing for 15 days later on Tuesday, June 21st. During that time the Planning Commission will also provide comment on the draft CIP. Barlow Casey said the process moving forward will be each project will need approval by the Board in the fiscal year to expend the funds. Nolan requested the x's on the CIP spreadsheet are removed for clarity. The hot box project was discussed and funding it through the municipal loan fund and the rationale for it creating savings. Adams stressed to make sure everything in the narrative and spreadsheet match. Each project on the CIP was then stated and discussion took place if Board members had questions. Cushing asked about funding for a new grader which was not presently identified in the plan. The Board agreed to remove funding for a new Bobcat and program \$24,000 toward the purchase of a new grader in an outlying year. The impact fee estimate to levy in FY '17 was discussed. The

48 Board decided to keep impact fees the same amount in FY '17. Additional funding is
49 needed to be identified by Barlow Casey where impact fees can be used in order to
50 maintain that current level. Bartlett moved to approve the draft capital improvement plan
51 for FY '17 – FY '22 by amending it to eliminate the Bobcat, allocate \$24,000 toward the
52 future purchase of a grader and to add a SCADA system update as a wastewater project
53 through the enterprise fund. Second by Cushing. **Approved Unanimously.**

54
55 **B. Opiates in the Community**

56 Police Chief Brett Van Noordt updated the Selectboard on opiate use and related crime in
57 Milton. Heroin is coming in from out of state, \$2 million worth passes through the State
58 weekly. People are stealing to obtain means to acquire the drugs at times. The
59 frequency of overdoses in Milton due to opiate use has increased in the past year. All
60 officers carry narcan as a means to revive an individual who has overdosed. Milton
61 Rescue has responded to 12 overdoses so far in 2016. An overdose is taking place every
62 7-10 days in Milton.

63
64 **C. Chittenden Solid Waste District (CSWD) FY '17 Budget**

65 CSWD General Manager Tom Moreau addressed the Board and sought approval of the FY
66 '17 budget. Each member municipality is asked to vote on the budget. Proposed is a \$9.6
67 million operating budget and \$1.9 million capital budget. Moreau provided an overview of
68 the budget document. Operating budget is up 1.1%, and the need for an increase in the
69 capital budget is to move transfer stations in Burlington and Hinesburg. Nolan sought
70 CSWD Commissioner Barlow Casey's take on the proposed budget, and Barlow Casey
71 stated she was in support of it. Bartlett moved to approve the FY '17 CSWD budget as
72 presented, second by Cushing. **Approved Unanimously.**

73
74 **D. Water/Wastewater FY '17 Budget**

75 Superintendent Lavallee explained the Selectboard is tasked with adopting the enterprise
76 fund budgets and setting the rates each fiscal year. He walked the Board through each
77 budget. He recommends a 3% increase in the water rate base fee and usage fee to absorb
78 the increase for water by the Champlain Water District and to continue to build the reserve
79 fund. Nolan requested the recent rate study for review. Discussion and possible adoption
80 will be an agenda item at the June 21 meeting.

81
82 **E. Town Social Media Policy and Procedures**

83 Bartlett had requested an update on what the Town's current policy and procedures for
84 social media are. Barlow Casey walked the Board through current policy and stated
85 Facebook Pages exist for the Town, Recreation Department, Police Department and Fire
86 Department. Departments manage their staff pages and information is posted to be shared
87 with the community on these pages. The Board requested that management of these
88 pages remains by staff.

89
90 **VII. Warrant Report #28**

91 Bartlett reviewed warrant report #28. He shared some items, in random order:

- 92
93 - Action Flag Company, \$2,084 - MFD replace flats and poles displayed along Route 7
94 - BCBCVT, \$33,396.88 - health insurance premiums
95 - CCRP, \$16,192.27 - CCRP paid as project manager, work done by Tool Design Group - Railroad
96 Street sidewalk crossing extension scoping study - covered by grant funds

- 97 - Core Logic, \$18,632.35 - refund overpayment of property taxes for multiple properties to this
98 tax service
99 - GMP, \$14,155.06 - electricity 4/22-5/25/16
100 - Kenneth Adams Inc, \$1,519.35 - renovations of Finance office
101 - Milton Town School District, \$75,286 - payment of impact fees for FY15/16 - covered by Town
102 impact fee fund
103 - Town of Colchester, \$66,747.83 - payment 3 of 3 for dispatching, split by MPD, MFD, MRD
104 - Yipes Stripes, \$6,163 - transfer of all police equipment to new cruiser 121 (\$5,306) and striping
105 package for new Ford cruiser 525 (\$1,600)
106

107 Bartlett moved to approve warrant report #28 in the amount of \$302,763.72, second by Nolan.
108 **Approved Unanimously.**
109

110 **VIII. Minutes of May 16 and May 23**

111 Bartlett moved to approve the Selectboard Meeting Minutes from May 16 and May 23 as
112 presented. Second by Nolan. **Approved Unanimously.**
113

114 **IX. Executive Session**

115 Bartlett moved to find premature public knowledge about Human Resources would cause the
116 Town or person to suffer a substantial disadvantage. Second by Nolan. **Approved**
117 **unanimously.**
118

119 Bartlett moved to enter into Executive Session to discuss Human Resources under the
120 provisions of V.S.A. Title 1 Section 313 and include Wells and Barlow Casey. Second by Nolan.
121 **Approved unanimously.**
122

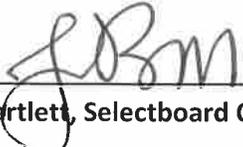
123 **Entered Executive Session at 9:00 PM.**
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125 Bartlett moved to close at 10:08 PM Executive Session, second by Cushing. **Approved**
126 **unanimously.**
127

128 **There was no action as a result of Executive Session**
129

130 **X. Adjournment**

131 Bartlett moved to adjourn the Selectboard Meeting. Second by Palasik. **Approved unanimously.**
132

133 **Respectfully Submitted,**
134  **Date:** 6/21/16
135 **John Bartlett, Selectboard Clerk**

136
137 **Filed with Milton Town Clerk's Office on this** 22 **day of** June, 2016

138 **ATTEST:**  **Milton Town Clerk**
139

