

1 **Milton Selectboard Meeting Minutes**
2 **June 5, 2017 at 6 PM**
3 **Community Room of the Municipal Building**
4 **42 Bombardier Rd., Milton, VT 05468**
5

6 **Selectboard Members Present:** Darren Adams, Chair; Kenneth Nolan, Co-Chair; John
7 Cushing, Member; Chris Taylor, Member

8 **Selectboard Members Not Present:** John Palasik, Clerk

9 **Staff Members Present:** Don Turner, Acting Town Manager; Ben Nappi, Recreation; Mary
10 Thompson, Town Manager Administrative Assistant; Judi Ward, Town Manager Administrative
11 Assistant; Jacob Hemmerick, Planning and Zoning Director; Gina Clitero, Planning and Zoning
12 Intern; Celeste Lang, Finance Clerk

13 **Others Present:** Courtney Lamdin, Milton Independent; John, LCATV Video Tech
14

15 I. **Call to Order** – D Adams called the meeting to order at 6:03 PM
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17 II. **Flag Salute** - D Adams led the attendees in a Salute to the Flag
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19 III. **Agenda Review** – D Adams addressed board about the change to the agenda due to
20 improper warning. Discussions will take place, however, no voting will occur.
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22 IV. **Public Forum** – no one present
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24 V. **Business**
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26 **A. 2018-2026 Comprehensive Town Plan Presentation**

27 J Hemmerick introduced the Planning and Zoning Intern Gina Clitero. They both lead an
28 extensive informative slide presentation to the Board. A municipal plan is a coordinated
29 vision for the future for the community, with a scope of 12 ordinances. The plan is valid
30 for eight years. It identifies what the people in the community want. *Projected Project*
31 *Vision: 1) Specific goals & policies; 2) broad based public input; 3) action oriented; 4)*
32 *concise.*

33 **Proposed Phasing**

34 I. Vision Development

35 II. Chapter Development

36 III. Implementation Development

37 IV. Adoption & Confirmation

38 J Hemmerick stated what the goal ranking framework is: a) positive impact b) urgency
39 and c) readiness/capacity. K Nolan asked who develops the framework. This is an
40 important factor to the vision and goal. K Nolan asked if any of this includes the zoning
41 regulations we are changing now? J Hemmerick responded no. K Nolan wanted to ensure

42 that the town plan and the new zoning regulations are in sync, as public involvement may
43 shift focus. A concentrated discussion took place around the following issues within the
44 project scope:

- 45 • Tax rates and grand list composition comparison.
- 46 • Seeing more statistic: population, jobs rates of pay.
- 47 • Make sure there is context provided for each survey that is done.
- 48 • Establish measurable targets, such as 500 new jobs in prioritized industries.
- 49 • Integrating a financial analysis to understand if a goal is realistic.
- 50 • Ensuring that no population group is marginalized by a particular outreach setting such as the
51 Artists Guild.
- 52 • Keeping goal prioritization closer to decision-makers and resource controllers

53 Jake is looking into the District Commission's application of transportation impact fees for
54 projects that have not been scoped.

56 **B. Finalize CIP and Impact Fee**

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58 D Turner presented packet for review that was prepared and presented by Sarah Macy at last
59 Selectboard meeting. D Turner, explained the potential loss of \$147,000 of impact fees if not used
60 this calendar year cycle. D. Adams asked for clarification, as to whether the fees needed to be
61 used by the end of the calendar year or if they are not used do they need to be returned?
62 Discussion occurred about being careful with the impact fee funds, as the Town does not want to
63 lose the funds. A lengthy discussion ensued about the impact fees and all of the implications
64 surrounding them. Question and concerns were raised as to whether the impact fees could
65 actually be used for road restoration, as referenced in S Macy's enclosed memo budget. J Cushing
66 stated that the Town needed to be careful to spend the impact fees within the allotted 5-year
67 window, unless the laws have changed and he is unaware. Discussion ensued as to how the
68 impact fees could be spent, i.e. within the same category and where did the impact fees come
69 from? It was decided that before any monies from the impact fees could be spent, answers to a
70 few specific questions needed to be obtained. There is also a question as to whether or not there is
71 an additional \$170,000 available funds in impact fees, for additional projects. It was agreed upon
72 that, D Turner would first; a) have a conversation with Chip regarding the impact fees; b) D
73 Turner needs to verify with the auditors that the impact fee funds are okay to spend; c) D Turner
74 needs to clarify what the \$147,000 can be used for[is the \$147,000 in a certain category or does it
75 need to be refunded]; d) D Turner will find out if there is actually an additional \$170,000
76 available in impact fees; e) the Board would like D Turner to get a list from staff, asking them if
77 they could spend this money now (instead from the general fund), what would they like to spend
78 it on or see accelerated. D Turner is to also get more details on the mower arm.
79 Discussion only.

81 **C. Southern Gateway Project/TIF to set date to Vote**

82 D Turner advised the Board that VEPC approved the TIF sooner than anticipated,
83 therefore he is asking the Board to move more quickly. D Turner is asking the Board to
84 plan to vote in mid-September, will not only force us to stay attentive, but also this gives

85 all summer to educate the voters, time to work with the CO-OP to help design a safer
86 entrance. D Turner stated the town should maximize the TIF loan to enhance street
87 scapes. Sidewalk Gap is a separate project but can happen simultaneously. D Turner
88 stated that he wants to coordinate all efforts and make sure that we all want the same
89 things so that in five years there will be the same look/view. K Nolan stated that the TIF
90 arrangement needs to be firm before he can vote on it. D Turner reiterated that he would
91 like the Board to agree to vote by mid-September. Plan for the end of June, we can
92 outline building of a road that gives the Town 40 permits in the TIF (Sawyer,
93 McCormick's and Malone). K Nolan asked D Turner to bring the Board real outlined
94 information. K Nolan asked D Turner to have a brief conversation with the lawyers about
95 the Hourglass project, as there are a few issues to work out, such as talking to the
96 property owners about the plans of the project. It was agreed the vote would be held in
97 mid-September, so that if a re-vote needed to occur it could happen in November and
98 then shovels could be in the ground. Discussion only.

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101 **D. Manager Update**

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- 103 • Sidewalk gaps – Middle road, sought information from Vtrans to allow us a
104 temporary easement for a gravel path 5ft wide along route 7, which is of minimal cost
105 to the taxpayers. Property owner agreed to work with the Town to offer the
106 community a safe path to walk along route 7 until the Hourglass is constructed.
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 - 108 • Elm Place Ribbon Cutting is occurring today, D Turner was invited to the event and
109 spoke. The governor was there, it was at full capacity and was a great event.
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 - 111 • Summary given about the Meth Lab that was discovered over the weekend.
112 Description of Milton Police, State Police and Hazmat involvement. No serious harm
113 to anyone.
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 - 115 • Update on EDC Business Appreciation Breakfast on June 7, 2017. The Commission
116 received 37 RSVP's. D Turner encouraged the Selectboard to attend.
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 - 118 • Ben Health notified D Turner of some State funds that can be accessed to help pay
119 Donald Hamlin Consulting Engineers, Inc.
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 - 121 • Lamereaux & Dickenson has been selected for the GAP Sidewalk work and we are
122 working toward a contract.
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- There is a community member who wants to purchase a section of the recreation park in order to put a duplex on that section of the property. Previous conversations had taken place with Donna. The Selectboard believes that the community member had been asked to provide more information but never did. D Turner needs to check into this more before any type of response can be given. K Nolan also asked that a site visit to be set up.
 - Update on incident with new Lister. A town Lister being trained entered a property unauthorized. Ernie Sanders met with D Turner and the homeowner. The trainer was E. Sander's employee and was terminated. D Turner met with homeowners and apologized and the homeowners accepted the apology. D Turner assured the homeowner that this should never happen again. Additionally, a letter of apology was sent out to the homeowners.
 - CCRPC – need to appoint someone, possible Jake and Jeff
 - Regional Dispatch – municipal service agreements, wanting to make sure that Municipality has the right to vote. Please adopt by July 1, 2017
 - Several interviews have been taking place for the Finance Director. We have a very strong candidate. We are bringing her back for a second interview and the finance team are going to partake in the process.
 - There have been no outstanding candidates for the Fiscal Assistant II position.
 - The position for Director of Administration/Human Resources, we are putting that position back out there to receive candidates.

153 **E. Selectboard Discussion**

154 D Adams presented to D Turner the results of the meeting that took place on Sunday June
155 4th. D Adams stated that the Board received 10 applicants in total for the Town Manager
156 position, however, the Board would like to put D Turner forward as the Board's selected
157 choice for Town Manager. It made sense to the Board that while Don has been Acting
158 Town Manager for the past 10 weeks, and the Board agrees with the vision that D Turner
159 put forth to the Board, that D Turner is the best choice for the Town. D Adams added a
160 Special Meeting, such as a, Meet & Greet would take place next Monday, June 12th, for
161 the community of Milton. The Board will announce their selection, and invite the
162 community to get to meet D Turner and ask questions of him and for D Turner to be able
163 to share his vision with the community. D Adams addressed the Boards concern with the
164 amount of turnover there has been with the Town Manager position, and that it was the
165 Boards hope that the turnover would stop with D Turner. D Turner expressed his

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sincerest respect and regard at the Board's decision to keep him on as Town Manager. D Turner stated that the past ten weeks as acting Manager has been challenging and rewarding at the same time. D Turner stated that he cares very deeply about Milton and that he is very eager for the opportunity to serve in the capacity as Town Manager. D Turner stated that he feels that he and the Board share a mutual respect for the future of Milton. D Adams stated the official vote would take place at the next Selectboard meeting on June 19th.

The Board moved the July 3rd Selectboard meeting to July 10th. D Adams waved approving the Warrant. D Turner will check on how this will impact the finance department.

VI. Adjournment

J Cushing made a motion to adjourn, motion seconded. Approved unanimously Meeting adjourned at 8:30 PM

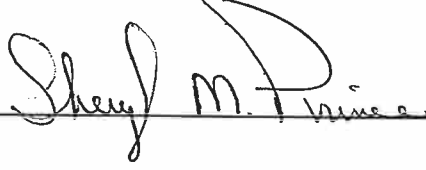
Respectfully Submitted,



Date: 6/19/17

John Palasik, Selectboard Clerk

Filed with Milton Town Clerk's Office on this 20th day of June, 2017



ATTEST: _____ **Milton Town Clerk**