

1 Town of Milton
2 Selectboard Meeting Minutes
3 December 15, 2014 6:00 PM Board Meeting
4 Community Room
5

6 **Selectboard Members Present:** Darren Adams, Chair; John Gifford, Vice Chair; John Bartlett, Clerk;
7 Stuart King, and Brenda Steady

8 **Selectboard Members Not Present:** King joined via cell phone. Bartlett arrived at 6:22PM.

9 **Staff Members Present:** Brian Palaia, Town Manager; Ann Janda, Management Fellow; Katherine
10 Sonnick, Planning Director; Dustin Keelty, Public Works Supervisor; Kym Duchesneau, Recreation
11 Coordinator; Ben Nappi, Assistant Recreation Coordinator; Brett Van Noordt, Police Chief; and Erik
12 Wells, HR Coordinator
13

14 **Others Present:** Julie Rutz, Planning Commission; David Roy, Wiemann Lamphere Architects; Sharon
15 Radtke, Recreation Commission; and Amy Cook, Improvements Committee
16

17 **I. Call to Order** – Adams called the meeting to order at 6:00 p.m.
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19 **II. Flag Salute** – Adams led the attendees in a Salute to the Flag.
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21 **III. Agenda Review** – Adams will call a roll call vote for each action item
22

23 **IV. Public Forum** –
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25 **V. Appointments/Resignations/Recognition**
26

27 **VI. New Business**
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29 **A) Errors and Omission Adjustments**

30 Palaia said that this is the last adjustment to the Grandlist. This change needs to be
31 made to eliminate double taxing.
32

33 Gifford motioned to approve the resolution for Errors and Omissions as presented,
34 second by Steady. **Approved Unanimously.**
35

36 **B) Zoning Ordinance Amendments Public Hearing**

37 Palaia stated that based on discussions at the last meeting, some changes were made to
38 the zoning amendments. The Planning Commission has submitted a report describing
39 these changes.
40

41 Gifford motioned to adopt the changes after the discussions on the November 17, 2014
42 and December 15, 2014 public hearings to the amendments to the Milton Zoning
43 Ordinance as presented to become effective January 5, 2015, second by Steady.
44 **Approved Unanimously.**
45

46 **C) Recreation/Public Works Facility Presentation**

47 Palaia said at the last meeting the Selectboard requested to see some additional
48 changes in the plan including a hockey rink and swimming pool. David Roy of Wiemann
49 Lamphere Architects presented a spreadsheet that describes each of the facilities being
50 proposed and their associated cost estimates. He said these are broken out into phases.
51 The first phase would occur in 2015, second 2016, third, which includes ice rink, could
52 be 2020, and Town office reconfigurations could phase out to 2025. Phase one includes
53 a new public works facility, salt shed, two storage sheds, fire/rescue connection, and
54 public parking area. This phase requires moving some soccer fields. Total costs are
55 estimated at \$5.3 million. Phase two includes a Recreation/Public Works Administrative
56 area, outdoor pool, renovated field house, new soccer field, and new parking area. Total
57 costs are estimated at \$6.1 million. Phase three would include an ice rink building and
58 indoor pool, with total costs estimated at \$9.7 million. Phase four would be for Town
59 Office additions, which are estimated to cost \$2.5 million. Adams asked about how the
60 Public Works Facility would be separated from the park, children, etc. Roy said there
61 would be a natural buffer, a fence line, and trees/greenery that will create a separation.
62 Keilty said they have also talked about building a berm. Steady asked about large
63 vehicles driving in and out. Roy said that park users would enter in a different area than
64 the trucks, which will have their own entrance. Amy Cook asked what the timeline is for
65 public comment. Palaia said possibly after Town Meeting. All of this is just conceptual
66 right now. The Town has to decide what it wants to do next with this work.
67

68 **D) Concrete and Asphalt Materials Crushing Bid Award**

69 Palaia stated that this project was in our Capital Plan. The Town received two bids. We
70 chose McCullough Crushing because of the methods they will use. Dustin Keilty, Public
71 Works Supervisor said that the process will be that the Town would rent a piece of
72 equipment to screen any parts of the pile that McCullough isn't comfortable crushing.
73 Gifford asked how much we save by doing this whole project. Palaia said we will just
74 break even. King said he understands that this material could only be used on a dirt road
75 or a non-state aid road at half the cost of regular materials. Keilty said yes. Steady
76 asked what we would do if we didn't do this. Keilty said we would pay quite a bit to
77 have it hauled away.
78

79 Gifford motioned that McCullough Crushing, Inc. has successfully satisfied the
80 requirements of the Town of Milton Administrative Code and hereby authorize the
81 Town Manager to finalize the purchase and sales agreement and execute the necessary
82 documents to award the contract to provide the Town with Asphalt and Concrete
83 Materials Recycling in the amount of \$35,400.00 to McCullough Crushing, Inc., second
84 by Bartlett. **Approved Unanimously.**
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86 **E) Police Department Early Retirement Program**

87 Palaia stated that we are proposing early retirement for up to two Police Officers. The
88 program will offer a payment of \$1,000 per month for 36 months. The net cost savings
89 over five years would be between \$125,000 and \$140,000 for just one officer. Police
90 Chief Brett Van Noordt says he thinks this will be a win/win for the Police Department
91 and that no one has retired in the last 45 years.
92

93 Gifford motioned to approve the early retirement incentive described for a \$1,000 a
94 month payment for 36 months for up to two officers who are 45 or older with 20 years
95 or more of service, second by Bartlett. **Approved Unanimously.**

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F) iPad Policy and Amendments to Computer Use Policy

Palaia stated that we made some changes in our technology policy to bring it up to date. The second policy puts protocols in place for managing the new iPads, and was adapted from Montpelier's policy. HR Coordinator Erik Wells said this puts better controls in place and creates better procedures.

Gifford motioned to adopt Policy 99-02 as revised 12/15/14 regarding Information Technology Use Standards, second by Bartlett. **Approved Unanimously.**

Gifford motioned to adopt Policy 2014-05 regarding the Town of Milton Paperless Meeting Initiative and iPad Use Guidelines, second by Bartlett. **Approved Unanimously.**

G) FY2016 Budget

Palaia said that the proposed General Fund budget for FY2016 will increase by \$202K, which is a 2.8% increase for a total of \$7,462K. The tax rate implications for FY2016 would be an increase of 1.26 cents. Palaia said that a typical homeowner would see about a \$31.40 increase in Town taxes annually. Adams asked what we would have to cut to have no increase. Palaia said that we might have to make cuts to the Police and Public Works budgets and would have to choose what capital spending would need to be defrayed, and there would be increased maintenance costs down the road.

VII. Old Business

VIII. Reconsideration – Nothing

IX. Manager's Updates

Public Works

- Single axle has been delivered, and the truck is in operation

Planning & Economic Development

- The Planning Commission is going to be working on some new zoning changes: They'll be reviewing the accessory recycling yard use request, kennels, and the mix of residential/commercial ratios along route 7. And finally, what to do about residential and commercial development along RT 7. Also going to work on a memo with some more assertive zoning concepts to get some feedback from us on.

Recreation

- Holiday Tree Lighting: Good turnout. Thank you to the *Milton Independent* and Santa.
- Winter/Spring Brochure will be out Jan. 7, 2015. We always welcome new ideas and suggestions for programs and events.
- Winter Festival: Planning with the RC has begun and is going really well! The dates will be Feb. 13, 14 & 15. Specifics are in the works.

Other

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- Day long training on new TIF requirements next month
 - Legislative breakfast, following up on with County breakfast this week, already had discussion with RPC to follow up with Senator Lyons about a reform bill or tacking Act 250 reform provisions onto another bill
 - Also will have individual follow up meetings with Senator Ashe and Baruth.
 - Route 7 Advisory Committee met last week, they will be incorporating many of the Improvement Committee recommendations into their next hearing. VTrans staff present cautioned that VTrans would not be interested in maintaining amenities in their right of way and that the town may need to consider acquiring sections of Route 7 if they want to see these improvements made. We discussed whether the town could just care for the extra amenities via a maintenance agreement with the State. VTrans staff was going to check on this. However, in a meeting later that week VTrans deputy secretary said they are not amenable to maintenance agreements because in the past towns have not followed through with maintenance. Looking at a second public hearing the last week of January.
 - Route 7/Railroad Street/Middle Road Project – met with VTrans staff, RPC staff, and Ernie Pomerleau on Friday. The VTrans staff was less enthusiastic than they were. We discussed putting the project in the 80/20 program which is how the Town originally foresaw the full hourglass being funded. VTrans advised against this as an 80/20 project would not be prioritized vs as a safety program that is 100 funded is; however, they are not willing to fund southern hour glass improvements. We talked about VTrans building the entire project out of the safety program and the town reimbursing VTrans for the southern hourglass, which would be a little more than a 20% match. We may need to revisit VEPC approval for the TIF funding due to this and VTrans offered their support. VTrans committed to helping us get the whole project done at once but many details need to be addressed as to how this can be accomplished. VTrans secretary to consult with legal counsel and staff to see. Check in again next month.
 - Received revised draft audit and financial statements today. Once I review the changes I hope to be able to complete the management & discussion analysis, so we can review the report with the auditor next month.
 - Solar Committee Review Facility v Community Park, 3 of the 6 responses were viable, some lucrative proposals but they raise a lot of questions; the community solar park concept raises a lot of questions but the solar net metering of town facilities appears more straight forward. We've got a list of questions we've put together and we'll be looking for responses from them and continuing the review the week after the holidays.
 - Milton Business Association is going to try to meet next month to help work on property clean ups along Route 7
 - Dedication for George Nelson at the water plant is this Friday at 2 pm
 - Awards Committee is going to get going
 - Working on requests for the RPC's unified work planning program due next month
 - Going to be working on a trails grant for Town Forest improvements
 - Still waiting to hear on Park & Ride Grant

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187 **X. Potential and/or Future Agenda Items –**

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189 **XI. Minutes of December 1, 2014**

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191 Gifford moved to approve the December 1, 2014 minutes as presented, second by Steady.
192 **Approved Unanimously.**

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194 **XII. Warrant/Report #12 and Supplemental Warrants**

195 Bartlett reviewed the FY15 Warrant/Invoice Report #12 for Board orders in the amount of
196 \$309,299.13. Bartlett noted some items of interest:
197

- 198 • \$16,249.17 to Cargill, Inc., for road salt @ \$72.18/ton
- 199 • \$30,515.68 to Champlain Water District for November Town water purchase
- 200 • \$3,590.90 to J&B International Trucks for repair of two broken gears on 2008 dump truck
- 201 • \$184,882.00 to RR Charlebois for balance of PO 4402, 2014 tandem axle
- 202 • \$4,605.36 to WEX Bank for Town vehicle fuel charge card

203
204 Bartlett moved to approve Warrant #12 for a total of \$309,299.13, second by Gifford.
205 **Approved Unanimously.**

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207 **XIII. Executive Session per V.S.A. Title 1 Section 313**

208
209 There was no executive session.

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211 **XIV. Adjournment**

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213 Gifford moved to adjourn the meeting at 7:26 p.m., second by Bartlett. **Approved**
214 **Unanimously.**

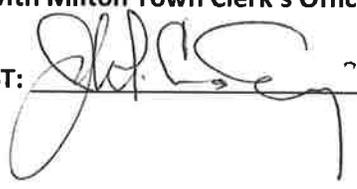
215
216 *These proceedings were live-streamed and filmed by LCATV and audio-recorded by the Town.*

217
218 **Respectfully Submitted,**

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220  Date: 1/5/15

221 **John Bartlett, Selectboard Clerk**

222
223 **Filed with Milton Town Clerk's Office on this** 6th **day of** January, 2015

224
225 **ATTEST:**  **Milton Assistant Town Clerk**

