

1 **Milton Selectboard Meeting Minutes**

2 **May 1, 2017 at 6:00 PM**

3 **Municipal Building Community Room**

4 **43 Bombardier Rd. Milton, VT 05468**

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6 **Selectboard Members Present:** Darren Adams, Chair; Kenneth Nolan, Vice Chair, John Palasik Clerk;  
7 John Cushing, Member; Chris Taylor, Member

8 **Staff Members Present:** Don Turner, Acting Town Manager; Sarah Macy, Finance and Administration  
9 Director; Jacob Hemmerick, Planning and Zoning Director; Mary Thompson, Town Manager  
10 Administrative Assistant

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12 **Others Present:** Courtney Lamdin, Milton Independent; Sarah Reeves, General Manager CSWD;  
13 Mike McCormick, Bud McCormick, Developers

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16 **I. Call to Order** – D. Adams called the meeting to order at 6:13 PM

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

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20 **III. Agenda Review** – TM Ad revision added as last item for tonight’s agenda

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22 **IV. Public Forum** - no one present for Public Forum

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25 **V. Business**

26 **A. CSWD**

27 Sarah Reeves, General Manager for CSWD, presented the approved budget from April  
28 26, 2017 for FY18. Identified budgetary increase for FY 18 due to operation  
29 expenditures increase of 9% over the last year. S. Reeves explained even with increase  
30 the operating revenue of \$11,282,932 still outpace expenditures of 10,525,152 by a  
31 healthy margin (\$750,000) Some on CSWD increases are a product of unknown health  
32 care cost, CSWD has asked employees to increase their health care contribution. CSWD  
33 did not propose an increase to the solid waste management fees for member  
34 municipalities this year. Minor increase in customer fees include a “food scraps only”  
35 fee at CSWD drop-off centers. Increase of \$1.50/bucket of disposal of food scraps only  
36 to start July 1. Increases are only efforts to normalize market rates. S. Reeves fielded  
37 questions from the board on plans to increase/improvement to Milton’s drop off or add  
38 additional hours. S. Reeves, we are looking at all CSWD drop off sites, to review entire  
39 system. The legislative body of the Town of Milton is asked to approve or disapprove  
40 the budget for FY18. J. Cushing moved to accept documentation presented by  
41 CSWD, C. Taylor second. Approved unanimously.

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44 **B. Public Hearing on TIF Substantial Change Request**

45 S. Macy presented on the substantial change request that the Town of Milton is submitting to  
46 the Vermont Economic Progress Council (VEPC) in order to add a project to the Town  
47 Core TIF District. This is one step in the process, after the public weighs in and the  
48 selectboard approves, VECP will also review and approve the application. This will then

49 go back to the town voters in November. The project we are proposing to add to the list  
50 of approved projects, is a lighted traffic intersection on the southern portion of RT.7  
51 (Southern Gateway), to allow for development in that area. Financial impact is  
52 diminished by reorganization of existing TIF projects; we have pulled out projects of  
53 equal value that are no longer feasible which allows for this additional improvement.  
54 The deadline to issue debt in this TIF District is March 31, 2018.

55  
56 S. Macy recommended that at the close of the public hearing the board approve sending this  
57 packet of information to VECP for their consideration. D. Adams asked for any  
58 questions/comments from those present. Mike McCormick, representing himself and his  
59 father, Bud McCormick shared their thoughts with the board as adjacent property  
60 owners in this district. They support this significant change request to the TIF as it  
61 presents a unique opportunity for forward movement on a long-standing project. M.  
62 McCormick quoted a signalized intersection has many immediate benefits to the town –  
63 potential for immediate tenant occupancy, provides breaks in traffic and safety for  
64 pedestrians. The lighted intersection would align with Bert’s trailer park entrance. As  
65 long standing property owners for over 40 years, the McCormick’s are excited hear of  
66 this opportunity for Milton. D. Turner noted that approval of the submission for the  
67 substantial change request is the critical next step in moving this project forward. J.  
68 Cushing commented, “This is good news for the community as we continue to  
69 communicate.” J. Cushing moved to adjourn public hearing, J. Palasik seconded.

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72 **C. Approve TIF Substantial Change Request**

73 J. Cushing moved to approve the substantial change request be submitted to VEPC,  
74 J. Palasik second. Approved Unanimously.

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76 **D. Extend Bombardier Bond Anticipated Note**

77 S. Macy explained to the board the necessity to renew the Bombardier bond anticipation note  
78 (BAN). The BAN taken out for the purchase of the Bombardier Property is due May 16, 2017.  
79 In order to cover the time between the due date and when the Town will receive proceeds from  
80 permanent financing, the BAN should be renewed for 6 months. S. Macy asked the board to  
81 extend BAN for 6 months to secure the permanent financing. J. Cushing moved to approve the  
82 BAN as presented, K. Nolan second. S. Macy fielded additional question from K. Nolan and C.  
83 Taylor on interest rates and an August 15, 2017 reference in documentation. S. Macy confirmed  
84 this finding and noted that 3 months renewal would be sufficient for BAN. Approved  
85 unanimously.

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87 **E. Authorize VMBB Application**

88 S. Macy asked the board to approve the Vermont Municipal Bond Bank to secure permanent  
89 financing for the Bombardier Property bond. Additional detail requested at the 4/17/17 SLB  
90 meeting on this topic. Because of the wording on the ballot, we must issue bonds to finance

91 the Bombardier Property. We can do a Public Placement Bond through the VMBB. VMBB  
92 now covers the issuance costs, legal opinion is less expensive because of the routine nature of  
93 the VMBB application, and a 15-year amortization option is available. Current interest rates  
94 on 20-year bonds are between 3.2% and 3.4%. Alternatively, we can do a Private Placement  
95 Bond through a bank. The Town has not used this in the past nor has staff had experience  
96 with this option. Placement through a bank also requires the Town to incur advertising costs  
97 associated with the bidding process, warning and solicitation of willing banks. S. Macy  
98 recommended that we pursue long term financing with the VMBB option. This  
99 recommendation is in keeping with the Town Debt Management Policy 13-02. Adams asked  
100 a clarifying question. J. Cushing moved to approve the 15-year bond option with VMBB at  
101 an interest rate between 3.2% - 3.4%. C. Taylor second. D. Adams asked a clarifying  
102 question. Approved unanimously.

103

#### 104 **F. MPG Steering Committee**

105 J. Hemmerick updated the board on where the process standing in the appointment process to  
106 the Infrastructure Standards Committee. J. Hemmerick shared the list of nominees with the  
107 board to include:

108 School Board – Rae Couillard

109 Planning Commission – Tony Micklus

110 Recreation Commission – John Lindsay

111 Economic Development Commission – Lou Mossey III

112 Conservation Commission – Judy Kinner

113 Development Review Board – Robert Brisson

114 Selectboard was required to appoint a member to the MPG Steering Committee. J. Palasik  
115 moved to appoint Chris Taylor to said committee, seconded. Approved unanimously. C.

116 Taylor questioned time commitment; J. Hemmerick informed board the committee meets  
117 monthly May 2017 – January 2018, specific day to be to be determined. J. Palasik moved that  
118 all nominations' stated be appointed to the MPG Steering Committee. C. Taylor seconded.  
119 Approved Unanimously. J. Hemmerick will attend SLB meeting 6/19/17 for next steps.

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#### 121 **G. Review Section 2 of Unified Planning Regulations**

122 J. Hemmerick presented to the board for consideration and discussion section 2 of the  
123 Unified Planning Regulations, starting with overview of the Analysis Spreadsheet. The  
124 spreadsheet format is used to track the implementation of each goal identified in the  
125 Comprehensive Plan. The Comprehensive Plan is a process that will be starting up again  
126 very shortly, as it must be renewed by February 2018. The Comprehensive Plan is on an 8-  
127 year cycle. J. Hemmerick expects a draft of the comprehensive plan to go before the  
128 planning commission in June. Section 2 of the unified regulations focus on the various  
129 zoning districts within the Town and the allowed uses within each district. Questions were  
130 fielded from all board members ranging from prohibited uses, multiple principal uses,  
131 crossing of zoning districts, non-conforming lots, etc. D. Turner asked J. Hemmerick to  
132 clarify how the proposed regulations would impact the Checkerberry zoning district which is  
133 the area around the proposed Southern Gateway Project which the Town hopes to add to the

134 TIF project list. J. Hemmerick clarified that under this draft of the zoning regulations that  
135 area of town would be restricted to light industrial uses. Questions and comments from the  
136 board, D. Turner, and M. McCormick who owns land in the affected area were fielded. The  
137 board directed J. Hemmerick to expand the potential uses of the Checkerberry area to include  
138 a more robust slate of commercial uses in order to further the vision of a vibrant Town  
139 corridor. Continued discussion, no Vote.

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#### 143 **H. Update Concerning Dispatch**

144 D. Turner informed board that Colchester Town Manager notified us as an FYI that  
145 everything on our contract with them remains the same but they are merging with S.  
146 Burlington for dispatching services, before the move to regional dispatching. D. Adams noted  
147 that if they are consolidating, likely to save money. Will we be seeing cost saving for Town  
148 of Milton as well for dispatching services? D. Adams forwarded the email received this  
149 morning to the SB for review. Discussion, no Vote.

150

#### 151 **I. Town Manager Update**

152 D. Turner thanked K. Nolan for coming to the conversation in Montpelier with Vtrans.  
153 VTrans is tweaking the original maintenance agreement to address the concerns K. Nolan  
154 raised. VTrans legal department will review then get back to us for the selectboard  
155 meeting of 5/22 to execute it if possible.

156

157 Paving for Rt. 7 not planned for upcoming year. Rt. 7 was last paved in 2007 more details  
158 in near future.

159 Upcoming next week joint discussion with the schoolboard, meeting to be held 5/8/17 at  
160 the Milton Elementary School library at 8pm following regularly scheduled selectboard  
161 meeting. Conversation to include fee schedule for town recreation usage of school  
162 property. S. Macy to provide job descriptions for town personnel that provide services to  
163 the school. S. Macy informed the board that there are two finance people dedicated to  
164 school services/two dedicated to town services in finance department. These are clearly  
165 defined roles.

166 New Library Director Susan Larson joins us here in Milton from Virginia, very excited to  
167 have her onboard and at the rate allotted.

168 New temporary staff person from Westaff has joined the administrative team for support  
169 in finance and town managers office.

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**J. Town Manager AD Revision**

174

Minor changes to ad in paragraph 3, 4 and 5. Post the week of 5/8 changing deadline date to 5/25/17. Post in Seven Days, Milton Independent, VLCT & Milton.org websites.

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**VI. Warrant #23**

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Palasik moved to accept the warrant for \$77,040.79, J. Cushing second. Approve unanimously.

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**VII. Minutes for 4/10 & 4/17**

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Cushing moved to approve minutes as presented, motion seconded. Approved unanimously.

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**VIII. Adjournment**

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Adams motioned to adjourn, seconded. D. Adams adjourned the meeting at 9:35 pm.

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Respectfully Submitted,

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Date: 5/8/17

191

John Palasik, Selectboard Clerk

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193

Filed with Milton Town Clerk's Office on this 12 day of May, 2017

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195

ATTEST: [Signature] Milton Town Clerk