



44 **Conservation Commission – 4 year term -2017-2021**

45 After reflection and brief conversation with Dan Gaherty, J Palasik motioned to  
46 appoint Dan Gaherty to the Conservation Commission for another term, K Nolan  
47 seconded the motion. Approved unanimously.

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49 **Development Review Board (alternate) – 1 year term – 2017- 2018**

50 **Green Mountain Transit (alternate)**

51 After reflection and brief conversation with Karen Trombley. J Palasik applauds  
52 Karen Trombley’s willingness to get involved in the community. J Palasik motioned  
53 to appoint Karen Trombley to the DRB as an Alternate, C Taylor seconded.  
54 Approved unanimously. J Palasik motioned to approve Karen Trombley to the Green  
55 Mountain Transit, as an Alternate, C Taylor seconded. Approved unanimously.

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57 **Chittenden County Regional Planning Advisory Committee (alternate)**

58 **2 year term – 2017-2019**

59 **Regional Planning Commission’s Clean Water Advisory Committee**

60 **1 year term to expire June 30, 2018, then to become a 2 year term**

61 J Castle leads the Technical Advisory Committee.

62 Both are committees are part of the RPC.

63 J Palasik motioned to appoint Jeff Castle to the Chittenden County Regional Planning  
64 Advisory Committee as alternate, C Taylor seconded. Approved unanimously. J  
65 Palasik motioned to appoint Jeff Castle to the Regional Planning Commission’s Clean  
66 Water Advisory Committee, motion seconded. Approved unanimously.

67  
68 **Green Mountain Transit Board of Commissioners**

69 After reflection and brief conversation with John Sharrow, K Nolan asked how John  
70 Sharrow thought the merger was going, does he see any benefits. John Sharrow  
71 replied yes they are seeing benefits, that the rural drivers and urban drivers are  
72 switching it up more. J Palasik motioned to appoint John Sharrow to the Green  
73 Mountain Transit Board of Commissioners, K Nolan seconded. Approved  
74 unanimously.

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77 **B. Re-Appointment Zoning Administrator – 3 year term – 2017-2020**

78 **Re-Appointment Health Officer – 3 year term – 2017-2020**

79 Amanda Pitts is up for re-appointment for Zoning Administrator. D Turner stated that  
80 he enjoys working with Amanda and that she wants to grow in the position and  
81 expand in some areas as well. John Palasik brought to the Boards attention under full  
82 disclosure that he has a Zoning permit for a pool, that is due to be inspected by  
83 Amanda on Wednesday, if the Board has an issue with this, John will abstain from  
84 the vote. J Palasik motioned to appoint Amanda as Zoning Administrator and Health  
85 Officer, C Taylor seconded the motion. Approved unanimously.

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**C. Re-Appointment of Deputy Health Officer – 3 year term 2017-2020**

D Turner stated that, Roger Dickinson is out of town, but his position lapsed back in February, so it has been vacant. He is very interested in continuing in this position. He came to us and notified us that he wishes to continue serving in this capacity, however, does it make a difference if he is present at this meeting or not. J Palasik motioned to appoint Roger Dickinson as Deputy Health Officer, C Taylor seconded. Approved unanimously.

**Development Review Board - 3 year term 2017 -2020**

Henry Bonges is unable to attend tonight’s meeting. D Turner stated that he is a very responsible member and very dedicated. He is currently on the DRB as well as, on the Planning Commission. J Palasik motioned to appoint Henry Bonges III to the Development Review Board, C Taylor seconded the motion. Approved unanimously.

Town Manager’s Office will follow up with letters of appointments.

**D. Storm Water MOU**

Dan Albrecht, Senior Planner CCRPC, introduced the Chittenden County MS4 Stormwater Program Agreement. The Stormwater Program Agreement is entered into by and between a group of Municipal Separate Storm Sewer System permittees, and the Chittenden County Regional Commission to operate an MS4 Stormwater Program that conforms with and satisfies the relevant requirements of both Minimum Control Measure One (Public Outreach and Education) and Minimum Control Measure Two (Public Involvement and Participation) of the Phase II NPDES Permit issued by the Vermont Department of Environmental Conservation on December 2012, through General Permit 3-9014 (MS\$ Permit), as these requirements may be continued, renewed, amended, or otherwise modified during the term of this Agreement.

Dues for current year \$5,500, no change for this fiscal year. End of FY18 will reassess fees, towns will have input for FY19 fees. FY19 term to stay in effect until Jun 30, 2022. 54 plan phosphorous control, five year plan, budget has to be approved by 2/3 party. K Nolan motioned to authorize Town Manager to sign agreement, C Taylor seconded. Approved unanimously.

**E. Lake Champlain Byways**

Dan Albrecht, Senior Planner CCRPC presented The Final Champlain Byway Chittenden County Corridor Management Plan. The CCRPC Board formally approved the final version of the Lake Champlain Byway County Corridor Management Plan at the May 17<sup>th</sup> meeting. The primary purposes for completing the plan were to: a) Memorialize what the Byway has done from 2002 through mid-2017;

130 b) Set out general goals by sector (CCPRC, municipalities, etc.) for how to maintain  
131 the Byway; c) Be able to reference the Plan in the case of any grants (VTRANS,  
132 LCBP, CVNHP) related to transportation improvements, visitor amenities, etc.; d)  
133 Have a Plan in case FHWA ever resuscitates the grant program or the National  
134 Byway designation option.

135 Additionally, the LC Byway Council adoption affirmation resolution completed in  
136 mid-June as well. VTRANS, is not requiring us to have municipal endorsements prior  
137 to closing out the grant in June 2017 but at some point it would be good to have  
138 simple resolutions from the Selectboard reaffirming support for the Corridor Plan and  
139 participation of the Byway. The Byway objectives, are as follows: 1) to enhance  
140 transportation infrastructure and develop multi-modal improvements; 2) to create and  
141 support educational and recreational opportunities for visitors through strong  
142 partnerships with organizations, businesses, nonprofit groups and agencies; and 3) to  
143 promote and enhance tourism opportunities for the region. C Taylor motioned to  
144 authorize the Town Manager to sign the agreement. J Palasik seconded the motion.  
145 Approved unanimously.

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#### 148 **F. Vendor Selection for Municipal Planning Grant - \$26,000**

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150 Jacob Hemmerick presented the Vendor Selection for the Municipal Planning Grant.  
151 Jacob is asking the Selectboard to implement the Municipal Planning Grant, the  
152 Infrastructure Standards Committee reviewed four submissions for qualifications.  
153 Based on rankings, Place Sense was chosen. K Nolan wanted to know if the Town  
154 had used this Vendor before. Jacob responded that he did not know, however, it is his  
155 understanding that the Vendor understands the ins and outs of the development  
156 review. C Taylor commented that he holds Place Sense in high regard and that they  
157 would do a good job for the Town. Tony Micklus spoke up from the audience and  
158 stated that Place Sense is uniquely positioned to support the Town, as they have  
159 previously helped the Town in the past with the Unified Zoning Regulations. D  
160 Adams specifically asked if all of the Vendors tailored their proposals to the grant vs  
161 the job itself because the proposals were so close. D Adams asked Jacob, if Place  
162 Sense will be able to deliver. Jacob responded that it comes down to how much value  
163 they can deliver. K Nolan motioned to approve, motion was seconded. Approved  
164 unanimously.

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#### 166 **G. Notice of Hearing on Unified Development Regulations**

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168 Jacob Hemmerick requested the Selectboard to approve a Public Hearing on Unified  
169 Development Regulations, for July 17<sup>th</sup>. The Selectboard are reluctant on granting the  
170 hearing, as there were items there did not get addressed by the Planning Commission at  
171 their last meeting. The Selectboard needs to have a comfort base as to when they will see  
172 a document from Jacob listing changes. They, the Selectboard also feel they need to be

173 prepared to make changes and be prepared to make changes if necessary. D Adams stated  
174 that if Jacob is able to get more information to the Selectboard by next Monday, June 26,  
175 2017, for the Selectboard to review at the July 10<sup>th</sup> Selectboard meeting, then it might be  
176 possible to set a hearing for July 17<sup>th</sup>, if not it would be July 24<sup>th</sup>. Taylor MOVED to set  
177 the hearing on the Unified Development Regulations for July 17, 2017, SECOND by  
178 Nolan. Motion PASSED.

## 179 180 181 182 **H. Set Rates for Water/Wastewater**

183  
184 Nathan Lavallee presented the Rates for the Water/Wastewater to the Selectboard.  
185 The current rates are 60% variable and 40% fixed, transition to 50% variable and  
186 50% fixed. Water and wastewater are billed quarterly.

187 Current water rates \$35.87 per unit and \$3.54 per thousand gallons.

188 Future water rates \$ 49.93 per unit and \$ 3.37 per thousand gallons.

189 Current wastewater rates \$43.08 per unit and \$4.22 per thousand gallons.

190 Future wastewater rates \$61.47 per unit and \$4.45 per thousand gallons.

191 The average user will see a quarterly increase of \$11.38 for water and \$22.01 for  
192 wastewater, or \$33.39 combined.

193 D Turner stated that if we can grow our economy and get some users in the  
194 wastewater that will also help us. Our goal is to stabilize these rates at some point,  
195 and look at other ways to generate additional revenue, and more users in the  
196 wastewater. K Nolan asked how, does the Town compare to neighboring  
197 communities, as the rates seem high. Nate stated that although he did not have the  
198 information with him at present, he could get it for the board. He believes the Town  
199 was the top third, definitely not the highest but not the lowest. D Adams stated that  
200 obviously we have the two enterprise funds, so what could we do as far as water or  
201 sewer, whether you are on a well or a septic system, or whether or a user of one or  
202 both, everyone benefits for economic development. It is still going to be a user based  
203 assessment, not a town wide assessment. D Adams asked Nate if he had some  
204 comparisons that would show the benefits of the economic benefits of the Town.  
205 D Turner asked D Adams for clarification, if he was looking for a general fund  
206 contribution to the enterprise funds. D Adams stated yes. Nate stated that they pay the  
207 general fund about \$26,000 year. K Nolan stated that his comment was going to be he  
208 personally would oppose a tax that would get passed on to water and sewer. K Nolan  
209 asked if the Town can include a water/wastewater line as part of the TIF funding  
210 that's paid for from tax revenues. Is that a possibility?

211 Set rate for July 1, 2017, with the first bill going out at the end of September, so can  
212 set a rate with agreement for further data. Users will be notified of the rate increase  
213 through mass mailing. This quarter and next quarter is highest billing. The 60%  
214 variable and 40% fixed will remain in place. K Nolan motioned to set the rates for

215 water and sewer as follows base/usage water rates \$39.95/\$4.05 and base/usage sewer  
216 rates \$49.17/\$5.34. C Taylor seconded. Approved unanimously.  
217 K Nolan stated that as we are looking at doing improvement projects like the  
218 Hourglass entrance, road improvements, street scapes, and mores, can we roll in  
219 W/WW into TIF fund and general funds to take the burden off of the residents. J  
220 Cushing joined the meeting at 8:08 p.m.

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#### 223 **I. First Amendment to Closing, Assumption & Priority Agreement**

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225 Don Turner is seeking authorization of the Selectboard to allow Elm Place to  
226 refinance its construction loan. Therefore, Elm Place need to close their current loan  
227 and refinance on another loan and the Town needs to sign off on the contract. C  
228 Taylor motioned for Acting Town Manager D Turner to sign the First Amendment  
229 Agreement, motion was seconded. Approved unanimously.

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#### 232 **K. CIP Overall Plan /CIP Police Cruiser**

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234 Chief Brett Van Noordt and Sergeant Paul Locke presented to the Selectboard  
235 permission to purchase to new cruisers for FY18. The retired vehicles would be  
236 wiped of their markings and used as unmarked police vehicles. K Nolan asked if  
237 when doing capital planning, does the Town need to start planning out to three years  
238 when purchasing vehicles instead of two years. Brett, responded no. J Palasik  
239 motioned to authorize the purchase of two new police cruisers, C Taylor seconded the  
240 motion. Approved unanimously.

241

242 D Turner reviewed the Overall CIP Plan with the Selectboard. The Selectboard had  
243 asked D Turner to go back and do some research on the impact fees. There were five  
244 questions that the Board had asked and I have done a lot of research with the help of a  
245 lot of people. There are \$146,000 in impact fees in the public works road section that  
246 needs to be used this year. The only way that that money needs to be returned is if  
247 someone requests it. So if a Developer from 2013 requests it, it may have to be  
248 returned. D Turner stated that he went back to the study that Peter Anthony did in  
249 May of last year, and it was not all that helpful. It stated that the Board needed to  
250 make some decisions, about when to spend the money or not to spend the money. D  
251 Turner stated that there were a number of projects for FY18:

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- 252 • Fire Station Debt Payment
- 253 • Bombardier Land Payment
- 254 • Police Cruiser Replacement
- 255 • Police Server
- 256 • Police Radio Upgrade
- 257 • Fire SCBAs
- Rescue Defibrillators

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- 258 • PW Large Vehicle Replacement
- 259 • PW Loader Replacement
- 260 • PW Grader Replacement
- 261 • PW Excavator Replacement
- 262 • PW Roadside Mower Replacement
- 263 • PW Walk Behind Mower
- 264 • PW Bobcat replacement
- 265 • PW Asphalt Recycler/Hot Box
- 266 • Rte 7 Sidewalk Gap Project (broken out from M4D)
- 267 • Lake Road Culvert Replacement
- 268 • Cherry Street RR Crossing
- 269 • Annual Stormwater Infrastructure Replacement
- 270 • Brandy Lane Sidewalk Construction
- 271 • Municipal Park & Ride
- 272 • FY18 Trail Project
- 273 • Rec Park Amenities
- 274 • Rec Master Plan
- 275 • Rec Bombardier Park Restrooms
- 276 • W/WW Vehicle Fleet
- 277 • Water McGrath Generator Replacement
- 278 • Elementary School Addition

280 Impact fees can be used for road restoration fees. Yes funds can be transferred to the  
 281 CIP fund and the CIP pays for work as a project. So those impact fees that we have  
 282 collected, \$282,000 are directed to public works and transportation. D Turner stated  
 283 that as of right now there are \$477,950 of impact fees that is available to be spent, not  
 284 counting anything that starts July 1<sup>st</sup> going forward. We have doing a really good job  
 285 at collecting impact fees but not spending impact fees. Discussion took place  
 286 regarding how to track projects and what should the solution be going forward voting  
 287 on projects. K Nolan and D Adams agreed that one spreadsheet and one description  
 288 giving all of the information on the projects best way that they like to have the  
 289 information presented to them. D Turner gave an update on Brandy Lane sidewalk  
 290 project and explained how he wanted to use the impact fees and return the grant  
 291 money. He explained that the Town could get the sidewalk completed sooner and for  
 292 much less money. It would have taken four years to build 253 feet of sidewalk if we  
 293 accept the grant money, and cost us more money than if we use the impact fees to  
 294 build it ourselves.

296 Discussion began on the dog park with Kym Duchesneau and Ben Nappi presenting  
 297 the topic. The construction of the dog park has been in a holding pattern. The trees in  
 298 the park had all been cut down, due to a chain saw class. There was a questions as to  
 299 which department is going to maintain the dog park (Recreation, Public Works,

300 Buildings & Grounds), and who is going to clean up the dog park. D Adams asked is  
301 there money set aside for the dog park. K Duchesneau stated that about half the  
302 money is available to cover the dog park. K Duchesneau stated the Rec Department  
303 has not been putting money aside as of recently for the dog park, she would have to  
304 go back and check her records. She stated that the community members really want to  
305 have a dog park. K Nolan asked what is we are really building. He stated that in  
306 Burlington, they have dog parks and people clean up after themselves and if people's  
307 dogs need water they bring it, they do not expect others to clean up after them or for  
308 water to be there for them. K Nolan asked if we are delaying because we want to put  
309 in major infrastructure in there, because that seems very major to him. B Nappi stated  
310 the biggest question was who was going to lead the project and should it even be  
311 done. D Adams stated that obviously there would be an impact on Buildings and  
312 Grounds due to mowing, such as mowing around another fence. K Duchesneau stated  
313 that they do have a basic plan, some funding and volunteers who are ready to go as  
314 soon as they are given the go ahead. D Turner stated that a dog park is another project  
315 to be added to the list. D Turner stated that we have the resources we just have to start  
316 getting stuff done.

317  
318 Discussion with the Selectboard about the Recreation restrooms, presented by K  
319 Duchesneau and Ben Nappi. The original septic plans from 1995 were shared and  
320 discussed with the Board. The capacity of that septic system is 3,000 gallons, K  
321 Duchesneau reached out to Ben Heath to have this assessed to see if this capacity is  
322 still viable for the community's needs. It was clarified that it was actually a formed  
323 main holding tank, not a septic system. The 2014 revised Field House drawing was  
324 shared and reviewed. Discussion took place as to where the Public Works garage  
325 would be, as the garage would need to be kept. K Duchesneau has reached out to  
326 Adams Construction for a quote in the cost of the construction. D Adams stated for  
327 the record that he has no financial stake in that company. The plans are no looking for  
328 an increase in the size of the restrooms, however, the on the woman's side of the  
329 restroom there would be one additional stall. The plan would call to build using  
330 concrete walls as they are more vandal resistant, versus, dry wall. There was a  
331 discussion about the use of a modular building as a restroom. Discussion of  
332 Recreation Department Master Plan and goals achieved. It was agreed that updating  
333 the Recreation restrooms was in the Capital Improvement Plan.

334  
335 D Turner addressed the other Capital Improvement projects with the Board,  
336 replacement of the Municipal Telephone System, Zoll M Series AED (2), Road  
337 Restoration manly on Lake Road and Everest Road, Municipal Roof repair need to  
338 start planning for that before there are health issues. D Turner stated that there is  
339 actually \$198,000 in the Recreation fund. D Turner informed the Board that the  
340 researched had been completed on the Website. A vendor has been chosen at a cost of  
341 \$17,580, which is at about \$20,000 than the original budgeted amount. There is a  
342 \$4,100/year annual maintenance fee, so the four year cost is \$29,974. The vendor is



343 Civic Plus. The new phone system was discussed at length and what type of phone  
344 system would be best for the Town Municipal Offices. Discussion took place on  
345 whether it would be best to purchase or lease a grater. The use and need of the grater  
346 was discussed at length. It was determined that the Hot Box was in the FY19 CIP. D  
347 Turner to get figures for leasing vs. buying and report back to the Board. C Taylor  
348 made a motion to **adopt the same impact fees** as FY17, for FY18, J Palasik  
349 seconded. Approved unanimously.

350 D Turner presented the Board the CIP projects that he would like to add:

- |     |                                      |           |
|-----|--------------------------------------|-----------|
| 351 | • New municipal telephone system     | \$50,000  |
| 352 | • Road Restoration                   | \$160,000 |
| 353 | • Rebuilding of Recreation restrooms | \$250,000 |
| 354 | • Zoll M Series AED (2)              | \$45,000  |
| 355 | • Municipal Building Roof            | \$        |
| 356 | • Grater                             | \$        |

357 J Cushing motioned to **approve CIP** as presented with above outlined projects, with  
358 the understanding that staff would provide any missing actual associated cost per project,  
359 to be brought back to the Board on July 10, 2017. K Nolan seconded the motion.  
360 Approved unanimously.

361  
362 D Turner presented the Board with a question regarding Brandy Lane, since the money is  
363 already in the Capital plan, can he just go ahead and get it taken care of. D Turner  
364 confirmed that the Town has not taken any Grant monies. K Nolan stated that if it is a  
365 Capital Project and the money is already there, then the Town should just be able to do it.

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#### 368 **J. Bidding on Delinquent Properties @ Tax Sale**

369 D Turner presented the Board with an update on the Tax Sale of Delinquent  
370 Properties. According to the Town Attorney once the Grand List has closed the  
371 taxpayer is protected and so is the Town. So if the property is over assessed there is  
372 no ramification to come back onto the Town. The Attorney does not recommend that  
373 the Town bid on any of the properties. John Gifford does know of some non-profits  
374 that are interested in the properties.

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#### 377 **L. Manager Update**

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379 • **Website** – Civic Plus has been chosen as the Vendor, the cost is \$17,581  
380 K Nolan, since it is a budgeted item there is nothing needed by the Selectboard  
381 until the Town has a contract and then it goes to the Selectboard for final approval  
382 and signature.

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- **Selectboard Retreat** – would like Selectboard to attend a retreat sometime in September, after the Staff has an opportunity to have a similar retreat and do some goal setting. Retreat scheduled for September 23<sup>rd</sup> from 8-12
  - **Update on Paving** – Preliminary numbers for Lake Road \$340,000, and for West Milton Road it is \$385,000. Discussion took place, D Turner to bring back to the Board a more formalized plan on the paving plan.
  - **Suspend Administrative Code pertaining to Fire/Rescue Chief/TM through 12/31/17** - D Turner asked the Board how, does he address this. D Adams stated that the Board can make this a motion in Item M of the Agenda.
  - **Suspend Purchasing Policy** – D Turner stated that as part of his Vision he wanted to try something different and wanted to have the Board change the Purchasing Policy and to start July 1<sup>st</sup>. D Adams stated that it makes sense for D Turner to come to the Board with a proposal for the changes that D Turner would like to make.

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**M. Board Action on Town Manager Appointment**

J Palasik motioned to hire D Turner Jr., as the permanent Town Manager of Milton, based upon the successfully and satisfactory contract negotiation, between Selectboard Chairman, D Adams and Acting Town Manager, D Turner. Motion was seconded. Approved unanimously.

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**VI. Warrant #26**

\$516,449,083 overpayment of taxes refunded to residents and an actual lending organization. J Palasik motion to approve, C Taylor seconded. Approved unanimously.

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**VII. Minutes for 6/4/17, 6/5/17**

J Palasik motioned to approved minutes from Sunday June 4, 2017, C Taylor seconded. Approved unanimously.

J Palasik motioned to approve minutes for June 5, 2017, even though he was not present at that meeting, C Taylor seconded. Approved unanimously.

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

J. Palasik moved to enter into Executive Session to discuss personnel and possible contract negotiations under the provisions 1 V.S.A. 313 (a) (1) of the Vermont Statutes to include all five members of the Selectboard; D. Adams, K. Nolan, J. Palasik, J. Cushing, C. Taylor and Don Turner Jr, acting Town Manager.

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**Executive Session closed at 11:16**

J. Palasik moved to close Executive Session; seconded by C. Taylor. Approved unanimously.

**Action Taken at Session**

Motion by J. Palasik to authorize TM D. Turner to sign Addendum to AFSCME contract, which states the following:

According to current contract terms Section 401 – Rate of Pay

A.) Effective 7/1/16 there will be a 3% annual base pay adjustment with 1% step increase.

B.) Effective July 1, 2017 through June 30, 2018. Seconded by C. Taylor. Approved 4 to 1. D. Adams, K. Nolan, J. Palasik and C. Taylor – Yes. J. Cushing – No Time: 11:23

**IX. Adjournment**

J. Palasik moved to adjourn; C. Taylor seconded. Approved unanimously. 11:24

**Respectfully Submitted,**

**Date:** \_\_\_\_\_

**John Palasik, Selectboard Clerk**

**Filed with Milton Town Clerk's Office on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_**

**ATTEST: \_\_\_\_\_ Milton Town Clerk**

**Link provided by LCATV: <http://www.lcatv.org/program/milton-selectboard-2017-06-19>**

**\*Amended Section G June 27, 2017 4:56PM JLW**