

1 **Milton Selectboard & Public Hearing Meeting Minutes**
2 **September 18, 2017 at 6:00 PM**
3 **Community Room of Municipal Building**
4 **43 Bombardier Rd Milton, VT 05468**
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6 **Selectboard Members Present:** Darren Adams, Chair; Ken Nolan, Vice-Chair; John Palasik Clerk; Chris
7 Taylor, Member

8 **Selectboard Members Absent:** John Cushing, Member

9 **Staff Members Present:** Don Turner, Town Manager; Judi Ward, TM Administrative Assistant; Kym
10 Duchesneau, Recreation Director; John Bartlett, Administration & HR Director; Amanda Pitts, Planning
11 & Zoning; Victor Sinadinowski, Town Planner; Celeste Lang, Finance
12

13 **Others Present:** Julie Rutz, PC & DRB; Alan Hatch; John Lindsey, PC & Recreation Commission; Lori
14 Donna, PC; Ted Beaudoin, Arrowhead Senior Center; Ayesah Raftery, VNA; Gail Wixson; Nicole
15 Bushey; LCATV Audio/Video Technician; Courtney Lamdin, Milton Independent
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18 **I. Call to Order** – D. Adams called the meeting to order at 6:00 PM
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20 **II. Flag Salute** – D. Adams led the attendees in a Salute to the Flag
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22 **III. Agenda Review** – JoAnna Scott will not be able to attend this evening for her appointment
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24 **IV. Public Forum:** No one present for Public Forum

25 **V. Business**

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27 **A. Board & Commission Appointment**
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29 J. Scott notified the Town Manager’s office this afternoon that she would not be able to
30 attend this evenings meeting.
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32 K. Nolan stated that he is noticing that we are still collecting criminal background
33 forms. K. Nolan stated that he would like to know whether in fact everyone who is
34 applying for Boards & Commission is going through that process. D. Turner stated that
35 they are right now until we change it. K. Nolan asked D. Turner, when are we going to
36 take that up again. D. Turner stated that we could put it on the agenda October 2nd. K.
37 Nolan responded, please do. D. Turner responded that as long as he gets some clear
38 direction he is happy to do whatever they need. K. Nolan stated that he will continue to
39 have a problem with it, and he will continue to bring it back.
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41 **B. Non-Profit Allocation Requests Greater than \$1000**
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43 Discussion occurred with each of the following Outside Agencies and their
44 representatives as to why they feel the Town of Milton should award to them funds for
45 FY19, and how their services benefit the Town of Milton. A. Raftery spoke to the
46 needs of the VNA, and expressed how their services benefit the Town of Milton. A.
47 Raftery stated that about 374 Milton Residents received services from the VNA. J.
48 Palasik asked A. Raftery approximately how many of those 374 residents were senior
49 citizens. A. Raftery stated that she could provide that number to the Selectboard. C.

50 Baker spoke to the needs of the CCRPC, and expressed how their services benefit the
51 Town of Milton. Discussion took place with C. Baker about the paving issue for Route
52 7 heading north. T. Beaudoin spoke to the needs of the Arrowhead Senior Center, and
53 expressed how their services benefit the Town of Milton. He also spoke about how
54 much these funds from the Town of Milton help the Arrowhead Senior Center remain
55 open. There was not a representative from Age Well or MFCC. There was no vote
56 made.

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58 **C. Application for Entertainment Permit/Block Party**

59 N. Bushey presented before the Selectboard asking them to approve her application for
60 Entertainment. She stated that she is having a Block Party, same as she has done in past
61 years. It is a neighborhood party with the street blocked off from the stop sign at
62 Overlake/Highland to Overlake/Shannon stop sign. N. Bushey stated that she is asking
63 the Recreation Department for use of their street closed signs. A discussion took place
64 as to whether there is a policy for residents using and placing the street signs in the
65 proper place. D. Turner stated that he was not aware of a policy, but they could review
66 this internally and perhaps have residents sign for the street signs and receive a lesson
67 and description about how the signs are placed on the road. C. Taylor made a motion to
68 approve the Block Party. J. Palasik seconded. Approved unanimously.

69 **D. Dispatch Update**

70 T. Yeates presented to the Selectboard an overview for the Continued Consolidated
71 Dispatch Services, using the spreadsheet and power point presentation that T. Yeates
72 provided to the Selectboard. There was a document missing, which T. Yeates stated he
73 would get to the Selectboard. A lengthy discussion took place, with some comments
74 and questions from the Selectboard. K. Nolan stated that every time he asks for data he
75 never gets any. T. Yeates stated the he did not have that information readily available
76 but would be sure to get it to the Selectboard, specifically speaking to the data showing
77 how much time is saved by a consolidating dispatch center. D. Adams stated that the
78 Selectboard would take this up later. Discussion, no vote.

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80 **E. Return of Brandy Lane Grant**

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82 D. Turner requested authorization from the Selectboard for him to return the Brandy
83 Lane grant. D. Turner stated that Public Works was able build the Brandy Lane
84 sidewalks, using the funds from the FY13 & FY14 capital funds and was a match to the
85 VTRANS Grant. D. Turner stated that he is asking the Selectboard to make a motion
86 authorizing D. Turner to return the Grant. C. Taylor made a motion authorizing the
87 Acting Town Manager to return the Brandy Lane Grant. J. Palasik seconded the motion.
88 Approved unanimously.

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90 **F. Southern Gateway Project**

91 D. Turner stated that he has been working with the McCormicks. D. Turner stated that
92 there is no vote here tonight he is just bringing information to the Selectboard. D.

93 Turner stated he has a proposal from the Developer. D. Turner stated that he has talked
94 with the Developer about previous discussion with the Selectboard he has not been able
95 to find any documentation about what was discussed originally. D. Turner stated that
96 what he wanted to bring this information to the Selectboard tonight and get some
97 direction to go forward. D. Turner expressed that we need to move forward with this
98 TIF vote sooner rather than later, by mid-November if we are going to be able to use
99 those TIF funds. D. Turner stated that he just needs some direction about what the
100 Selectboard wants him to communicate to that Developer. D. Adams asked D. Turner if
101 he is going to have additional information for them at Saturday's meeting. D. Turner
102 stated that he will have all of the TIF language available on Saturday. K. Nolan stated
103 that he was not comfortable discussing this in open session. J. Palasik asked if Saturday
104 is going to be a legally warned meeting and not just a Retreat, so the Selectboard can
105 discuss this, on Saturday. D. Turner responded yes it will be a warned meeting.
106 Discussion took place as to when the meeting had to be warned and the time- frame. J.
107 Palasik asked if there was any anticipated executive session put on the agenda. D.
108 Turner stated that we had not put down an executive session, but that we could. J.
109 Palasik asked if that could be added. D. Turner stated that an executive session will be
110 added to the Saturday agenda. D. Adams stated to tie it to item A. D. Turner stated, he
111 will continue to get the legal stuff for the Selectboard.

112 **G. Capital Improvement Plan- Purchasing Policy/Plan**

113 D. Turner expressed to the Selectboard that he was under the impression that once the
114 Selectboard approved the Capital Plan the items in the plan could move forward after
115 July 1, 2017. The grater was not in the plan, so everything else I thought we were able
116 to purchase. D. Adams clarified that D. Turner is just saying if it is \$15,000 or above,
117 he brings it to the Selectboard and if the purchase is under \$14,999, you follow the new
118 policy. D. Turner stated that that was his intent and that is what he has been doing so
119 far. Anything over \$15,000, he will bring a Purchasing Order to the Selectboard.
120 Discussion took place about how to proceed in the future with the plan and the budget.
121 No vote was taken.

122 **H. Unified Development Regulations Review**

123 D. Turner started the discussion by sharing an email that he received from Ann
124 Bradshaw, the Superintendent. L. Donna discussed at length the concerns the school
125 had with their current space issue and how multi-family units would affect that space
126 issue. J. Cushing was phone conferenced into the meeting, however since he could not
127 hear the discussion very well he stated that he was not comfortable making a vote. The
128 conference call was terminated. A discussion occurred about permits and site plans. A
129 decision that a vote would be made on the document as a whole versus line by line. A
130 Public Hearing would need to be warned if any changes needed to be made to the
131 document. A discussion took place about the UDR Regulations with an anticipated
132 vote. A. Pitts and V. Sinadinovski addressed the following:

- 133 **1. Permit exemption for retaining walls not located within water resource buffers**
- 134 a. Sec. 1101.A(15)(k), Pg. 1-5

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- 2. Sale of Fireworks**
 - a. Sec. 1101.A(23)(c), Pg. 1-6 (exclude fireworks from garage/yard sales)
 - b. Sec. 2123(42), Pg. 2-44 (adding fireworks to use table)
 - c. Sec. 3118, Pg. 3-35, 3-36 (fireworks sales generally) (**Sec. error corrected from 3119 to 3118**)
 - d. Sec. 5103(23), Pg. 5-5 (fireworks as definition in commercial section)
 - 3. Elimination of phased subdivision/PUD project permits**
 - a. Sec. 1201.B, Pg. 1-12
 - 4. Elimination of sunset provision for previous development approvals**
 - a. Sec. 1201.C, Pg. 1-12
 - 5. Slopes for buildable lot areas regarding the calculation of density**
 - a. Sec. 2007.A(1)(b), Pg. 2-7
 - 6. Change in Dimensional Standards**
 - a. Elimination of building footprint in DB1, Sec. 2101.C, Pg. 2-7
 - b. Elimination of building height minimum in DB1, Sec. 2101.C, Pg. 2-7
 - c. Elimination of building footprint in NC1, Sec. 2102.C, Pg. 2-10
 - d. Elimination of height minimum in NC1, Sec. 2102.C, Pg. 2-10
 - e. Multi-family residential buildings can contain up to 30 dwelling units, Sec. 2102.D(4)(a), Pg. 2-15
 - f. Elimination of building footprint in NC2, Sec. 2103. C, Pg. 2-17
 - g. Elimination of building height minimum in NC2, Sec. 2103. C, Pg. 2-17
 - h. Elimination of building height minimum in M1, Sec. 2104.D, Pg. 2-20
 - i. Elimination of building height minimum in M2, Sec. 2105.D, Pg. 2-22
 - j. Elimination of building height minimum in M3, Sec. 2106.C, Pg. 2-23
 - k. Elimination of building height minimum in M4-C, Sec. 2107.C, Pg. 2-24
 - l. Elimination of building height minimum in M6, Sec. 2210.C, Pg. 2-28
 - 7. Change in days for rooming or boarding house**
 - a. Sec. 3106.A(4), Pg. 3-20
 - 8. Vehicle trips for agricultural enterprises**
 - a. Sec. 3117.E, Pg. 3-35
 - 9. Elimination of building design standards**
 - a. Sec. 3209.C, Pg. 3-53, 3-54
 - 10. Applicability of cottage cluster (removing M4-C district)**
 - a. Sec. 3502.B, Pg. 3-72
 - 11. Definition of lot coverage**
 - a. Sec. 5212.L(7), Pg. 5-15

171 C. Taylor made a motion to accept the UDR changes as proposed by the Selectboard. J.
172 Palasik seconded the motion. Approved unanimously with notation.

173 **NOTATION:**

174 *K. Nolan asked that the minutes reflect his expressed concern with the Selectboard*
175 *removal of the trip end requirements in Section 3117 E (Agricultural Enterprises), and*
176 *the removal of maximum building footprint from the Dimensional Standard of several*
177 *zoning districts in Sections 2101, 2102, and 2103. He stated that, in the event that the*
178 *UDR was adopted with these revisions intact, he would like to see the Planning*
179 *Commission make it a priority to revisit the maximum building footprint language, and*
180 *consider increasing the minimum lot size where Agricultural Enterprises are allowed to*
181 *minimize potential impacts on neighbors.*

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I. Manager's Update

D. Turner presented his Manager's Update to the Selectboard.

- Superintendent Ann Bradshaw called me on Friday to express the school's concern about potential overcrowding at the schools (specifically 2nd grade) and the Selectboard proposed changes to the UDR specifically the expansion of the NC1 district.
- Meeting with Ann and committee to continue discussions pertaining to cost savings, shared services, School Resource Officer agreement and CIP.
- Bill Heath inquired about purchasing some of the land around the old water plant. Is there any Selectboard interest.
- New Field House/Restroom building in the Park. D. Turner shared the plans and an outline timeframe with the Selectboard.
- D. Turner stated that he is working with the Planning and Economic Development office to reassign tasks temporarily. We will be compensating them for a few hours per week at the end of each month as a stipend until the fourth person is hired.

J. Town Manager Contract

D. Turner stated that regarding his contract, he removed the insurance piece. J. Palasik made a motion to appoint D. Turner as the permanent Town Manager with the contract as presented. C. Taylor seconded the motion. Approved unanimously.

VI. Warrant #6

J Palasik recommended approval of the warrant as presented for \$133,216.73. C. Taylor seconded. Approved unanimously.

VII. Minutes for 8/21, 9/11

Minutes for 8/21, previously approved. There is an error to the Minutes of 9/11, line 58 Wellness Grant. J. Palasik made the motion to approve the Wellness Grant, C. Taylor seconded. J. Palasik wrote in the correction on the 9/11 minutes. J. Palasik made a motion to approve the 9/11 Minutes with the correction, C. Taylor seconded. Approve unanimously.

VIII. Adjournment

J. Palasik made a motion to adjourn the meeting at 8:52 PM, C. Taylor seconded. Approved unanimously.

Respectfully Submitted,

Date: 10/02/17



John Palasik, Selectboard Clerk

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Filed with Milton Town Clerk's Office on this 4 day of Oct, 2017

ATTEST:  Milton Town Clerk

<https://livestream.com/lcatv/mse1/videos/162985556>