

Milton Selectboard Meeting Minutes

October 02, 2017 at 6:00 PM

Community Room of Municipal Building

43 Bombardier Rd Milton, VT 05468

Selectboard Members Present: Darren Adams, Chair; Ken Nolan, Vice-Chair; John Palasik Clerk; John Cushing, Member; Chris Taylor, Member

Staff Members Present: Don Turner, Town Manager; Judi Ward, TM Executive Assistant; Jessica Morris, Finance Director; John Bartlett, Administration & HR Director; Celeste Lang, Finance; Taylor Yeates, Public Safety; Dustin Keelty, Public Works

Others Present: Mike McCormick; Roger Dickinson; Sara Wool, Sarah Macy, L&D; LCATV Audio/Video Technician John

I. Call to Order – D. Adams called the meeting to order at 6:00 PM

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

III. Agenda Review – D. Adams requested that the Criminal Records be tabled until the next meeting; correct warrant for this meeting is warrant #7 not #4; D. Turner added to the agenda the payment for the work being done in the PD lobby

IV. Public Forum: No one present for Public Forum

V. Business

A. Age Well – Sara Wool

S. Wool gave an overview of Age Well to the Selectboard. S. Wool stated that Age Well is the largest agency from Addison County to Franklin County and they have served the Town of Milton for over 40 years. S. Wool continued in detail informing the Selectboard what services Age Well provides. From October 2016 to September 2017, they served 286 Milton residents. S. Wool explained to the Selectboard how important the funds they receive from Milton are, and how they rely on those funds as the Federal funding has remained the same over the years. The Selectboard thanked her for coming to the meeting.

B. TIF – Set date for Special Election – Sarah Macy & Roger Dickinson

S. Macy presented to the Selectboard the financial aspect of the TIF project. Sarah spoke in depth about the financial applications used to come up with each section of the TIF project. Discussion and questions ensued at length. N. Nolan stated that he wants to understand the numbers; 7.1 million includes the Gap; 8.5 thousand includes the sidewalk; 2.8 million for the Hourglass: 1 million estimated for Gateway intersection and 2.5 million which 2.4 million has already approved and another 100 thousand would go towards streetscaping of some sort. D. Turner replied yes. R Dickinson went through the Gap project and how the Southern Gateway, ties into that project and how we work our way back to the Hourglass. D. Turner stated that this project is on the schedule to begin building in 2019. If the Bond gets approved, we will be back and look for more direction. J. Cushing asked R. Dickinson if a traffic survey had been done on that road. R. Dickinson responded that he did have information, 14,000 per

50 day. C. Taylor raised a question surrounding the Public Hearing date and the vote date.
51 D. Turner informed C. Taylor that the Public Hearing date is November 13, 2017 and
52 the vote date is November 14, 2017. D. Adams stated that what is being asked is for us
53 to approve and sign the warning for the TIF vote and tonight we are going to take care
54 of the Town Clerk portion, correct. D. Turner answered yes. There was some
55 discussion about the warning date. D. Adams stated there needs to be a change to the
56 date on the Warning from November 15, 2017 to November 14, 2017. K. Nolan, made
57 a motion that the Public Hearing Warning is approved with the one noted change from
58 Wednesday, November 15, 2017 to Tuesday, November 14, 2017. C. Taylor seconded
59 the motion. Approved unanimously. D. Adams stated next is the Resolution Certificate.
60 No action taken by the Selectboard regarding this document, just need to get the Town
61 Clerk's signature. D. Adams stated then comes the Declaration of Official Intent, C.
62 Taylor made a motion to approve the Reimbursement Resolution (Declaration of
63 Official Intent.) K. Nolan seconded the motion. Approved unanimously. D. Adams
64 stated that then comes the Town of Milton Special Town Meeting Warning with the
65 warning on the 13th and the vote on the 14th. J. Palasik moved to approve the Special
66 Town Warning for the Special Town Meeting to be held on Tuesday, November 14,
67 2017 and the Public Hearing to be held on Monday, November 13, 2017. C. Taylor
68 seconded the motion. D. Adams asked if there were any questions. K. Nolan stated can
69 he go back to his original question of this obligating them to specific expenditures. In
70 reading Article 1, K. Nolan stated that he does not see where this allows them to move
71 money around. S. Macy stated that due to P. Giuliani's direction these were broken out
72 to be a little more specific. K. Nolan stated that they were a lot more specific.
73 Discussion ensued about the Articles, the how and why they became more specific. D.
74 Adams voiced a recommendation that each article is left as written however, change the
75 structure by having the amounts taken out. D. Adams stated that we still have the 3.1
76 million dollars but we have not pigeon holed the amounts. S. Macy gave an overview
77 of bonds. The urgency of getting the TIF project approved and moving forward was
78 discussed at length. K. Nolan stated he is willing to proceed and approve this tonight,
79 but he is going on the record tonight saying that when we actually get to approving
80 these projects, he may very well be a no vote. D. Adams asked if there was any further
81 discussion. Approved unanimously.

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C. Hourglass Southern Connector/VTrans – Don Turner, Jr.

84 D. Turner presented this topic in front of the Selectboard. D. Turner thanked K. Nolan
85 publicly for all of his time and help working on this project. D. Turner stated that they
86 have an agreement with VTrans to get this project built in 2020-2021. K. Nolan stated
87 he moves to approve the Finance and Maintenance Agreement between the Agency of
88 Transportation and the Town of Milton, for Milton STP 5800(3). C. Taylor seconded.
89 Approved unanimously.

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D. Award Contracts for Quarry Lane Culverts And Everest Road Restoration

D Turner presented the Selectboard with the results from the bids on Quarry Lane Culverts and Everest Road Restoration. D. Turner stated that the Town went out to bid a couple of weeks ago and they got some good bids back. D. Turner stated that the objective tonight is to accept the bid from Don Weston, to reconstruct the Sugarhouse portion of Everest Road and to hold off on the second part of Everest Road until we can find the money. K. Nolan moved that the Selectboard approve the bid for Don Weston excavating for Everest Road, reconstruction Area One and authorize Manager to complete negotiations and sign the contracts. J. Cushing seconded. Approved unanimously.

Discussion occurred regarding Quarry Lane. Questions were raised capital funds versus capital reserve. D. Adams requested a copy of the CIP. Discussion about D. Keelty's storm water budget. K. Nolan moved that we award the Quarry Lane Culvert Reconstruction to JP Sicard and allow the Manager to finalize and negotiate the contract with funding coming to \$380,718 from the Capital Reserve Fund and the remaining funds from the public works storm water line item. J. Cushing seconded. Approved unanimously.

E. Permanent Police Chief Process

Discussion took place around the hiring process of the police chief. J. Cushing mentioned that St. Johnsbury is going through the same process right now. D. Adams asked J. Palasik if he wanted to be a presence in the process of finding a new police chief. J. Palasik stated he would think about it. J. Palasik read aloud to the Selectboard, the Resolution of Intent for Chief Van Noordt, dated October 2, 2017. A typing mistake was found on the Resolution, D. Adams asked D. Turner to fix it tonight so it can be signed. J. Palasik made a motion to approve the Resolution, with the typing error corrected. C Taylor seconded the motion. Approved unanimously.

F. Phone System Update

D Keelty and J. Bartlett gave the Selectboard members an overview or update on the new phone system. They informed that Selectboard that eight vendors responded to the RFP, they have chosen three. There are going to be demonstrations on the phone system from the three different vendors over the course of the next couple of weeks.

G. Police Department Lobby Project

D. Turner presented to the Selectboard the outstanding issue of payment for the PD lobby work. D. Turner stated that on March 20, 2017 the project was approved by the Selectboard, in the amount of \$37,152.56 Which is moving along nicely at this point. Although we do not have the money to pay for it. D. Turner stated that he went back in the minutes and the Selectboard approved this project with Chief Van Noordt using his salary line to pay for this work in the last Fiscal Year. Discussion took place about how

136 to pay for this project, which is now ready for payment. J. Morris stated to the
137 Selectboard that the reason we put this on the agenda for tonight was if the Selectboard
138 wanted to take action on assigning that portion of the unassigned general fund balance,
139 we wanted to do it so we could close out the books for FY17. J. Morris stated that if by
140 going this route we needed to do it this week so she can finish up the work with the
141 auditors. If you plan on it going to be an overage, in FY18 and not assigning it to the
142 general fund balance we can do that. J. Morris stated that she would do a journal entry
143 for FY17 for that amount, it is an assigned fund balance, so that in FY18 that expense
144 hits that assigned fund balance rather than an expense. J Morris confirmed that this has
145 to be done tonight because they are trying to close the audit. D. Adams asked if there
146 was a motion. J. Cushing stated that he will move that we go with the version that the
147 auditors have proposed, that way it will be here and then when we get the warrant it
148 will hit that account in FY18. K. Nolan seconded. K. Nolan asked what the number
149 was that we are using. D. Turner stated the number is \$43,153 that is the number we are
150 using, that is the quote. D. Adams stated the motion was seconded, is there further
151 discussion. Hearing none all those in favor signify by saying I, those opposed, K. Nolan
152 stated NO. D. Adams stated motion carries 4-1.

153 **D. Manager's Update**

- 154 • D. Turner stated that he wanted to thank Celeste, Jackie, Jess and Amie for all of their
155 hard work with the Audit. While we still have some work to wrap-up, the auditors
156 stated that there are no findings of material weaknesses or significant deficiencies,
157 and commended the finance staff for their great work.
- 158 • Paving on West Milton, Hobbs and McMullen Roads is completed; Pike will return
159 and complete before 10/24.
- 160 • Park restrooms were vandalized this weekend, port o let's were flipped over and trash
161 strewn around the park. We filed a report to PD today and kids have been throwing
162 apples at PD personal cars.
- 163 • Fire at Mike Morgan's duplex on Saturday. He came in today and wanted to thank the
164 Fire Department for the good job that they did.
- 165 • We will be sending flowers to Mike Duffy's wake on behalf of the Town.
- 166 • Big hole at Milton Coop MH park – Bert's MH park hopefully they plan to fix it
167 soon.
- 168 • RFP for restrooms by next week.
- 169 • Request for public information, we are going to ask that the requests be done in
170 writing.
- 171 • Keelty Strong shirts – regional award NEPWA.
- 172 • MPBA open negotiations, we will be approaching ASFME about opening
173 negotiating.
- 174 • Email regarding Nate, you all got that email. I did go down and have lunch with the
175 crew. I want them to feel supported.

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VI. Warrant #7

J. Palasik stated he recommend approval of the warrant #7 in the whole amount of \$358,096.26. J. Palasik stated that that was a motion. D. Adams asked if there was a second. K. Nolan seconded. Approved unanimously.

VII. Minutes for 9/18 and 9/23

J Palasik made a motion to approve the Selectboard and Public Hearing minutes from September 18, 2017. C. Taylor seconded. Approved unanimously. J. Palasik made a motion to approve the minutes of the Selectboard Special Meeting and Retreat, held on September 23, 2017. C. Taylor seconded. Approved unanimously.

XIII. Adjournment

J. Palasik motioned to adjourn. C. Taylor seconded the motion. Approved unanimously at 9:01PM.

Respectfully Submitted,



Date: 10/16/17

John Palasik, Selectboard Clerk

Filed with Milton Town Clerk's Office on this _____ day of _____, _____

ATTEST: _____ Milton Town Clerk

<https://livestream.com/lcatv/mse1/videos/163682265>