

1 **Milton Selectboard Meeting Minutes**  
2 **May 8, 2017 at 6:00 PM**  
3 **Milton Elementary School Library**  
4 **42 Herrick Avenue Milton, VT 05468**  
5

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; Kym Duchesneau and Ben Nappi,  
10 Recreation; Mary Thompson, TM Administrative Assistant  
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12 **Others Present:** Dereck Demers, LCATV Audio/Video Technician  
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- 15 **I. Call to Order** – D. Adams called the meeting to order at 6:00 PM  
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17 **II. Flag Salute** – D. Adams led the attendees in a Salute to the Flag  
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19 **III. Agenda Review** – item D. Water/Sewer Budget review moved to meeting of 5/22/17  
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21 **IV. Public Forum** - no one present for Public Forum  
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24 **V. Business**  
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26 **A. Application for Entertainment Permits**  
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28 **Independence Day Celebration** – D. Turner and K. Duchesneau presented the overview  
29 for this year town Fourth of July activities, to take place July 4, 2017. New this year is  
30 the availability of port-o -lets in Bombardier Park, \$1720 budgeted for this expense.  
31 Fireworks will be coordinated by Atlas this year. All permits and insurances are in place,  
32 the cost remain the same \$7000. Fireworks display will run 20 -22 minutes per usual.  
33 J. Cushing moved to approve entertainment permit as presented, motion seconded. SB  
34 noted updated copy of VLCT insurance needed for 2017, K. Duchesneau will provide  
35 updated copy to the file. D. Adams requested the paperwork for a fly over by the Guards  
36 be submitted to him promptly. K. Duchesneau to provide. Approved unanimously.  
37

38 **Cow Plop Bingo** – D. Turner and K. Duchesneau presented an overview of this Milton  
39 High School (MHS) class of 2020 fundraiser; Derek Demers is the school organizer for  
40 the Cow Plop Bingo. D. Turner held a conversation with Ruth Bombardier on using her  
41 pasture for this event. R. Bombardier agreed to the Cow Plop event the day of 2017  
42 Fourth of July celebration. J. Cushing moved to accept event as presented, C. Taylor  
43 seconded. Approved unanimously.  
44

47 **B. Kids to Parks Day Proclamation**  
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49 K. Duchesneau presented this nationally recognized proclamation to the SB for  
50 signature. Kids to Parks Day is a national day of outdoor play also promoted in 2016 by  
51 Milton. The day stands as an invitation for families to bring their children and  
52 grandchildren to Bombardier Park on May 20, 2017 and enjoy our many outdoor  
53 offerings, Bombardier Park playgrounds, hiking trails, picnic spaces, tennis courts, ball  
54 fields and open spaces. There will be many scheduled activities happening that day as  
55 well in Bombardier Park including Little League games, soccer practices and Milton  
56 Rescue's Health and Safety Fair & Police Department Bicycle Rodeo. J. Cushing  
57 motioned to approve resolution as presented, J. Palasik seconded. Approved  
58 unanimously.

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60 **C. Acceptance of Public Infrastructure**  
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62 J. Hemmerick presented recommendation memo prepared by Amanda Pitts.  
63 Recommendation to accept a hydrant in the public right-of-way at 76 Gonyeau Road  
64 installed by David Shenk of Shenk properties II LLC a public infrastructure. J.  
65 Hemmerick requested the board accept the bill of sale at 76 Gonyeau Road and release a  
66 \$10,000 surety. J. Cushing moved to accept as presented, K. Nolan seconded. Approved  
67 Unanimously.

68  
69 **D. Water/Sewer Budget**

70 Item moved to board meeting 5/22/17

71 **E. Section 3 Unified Development Regulations**  
72

73 J. Hemmerick presented to the board for consideration and discussion section 3 of the  
74 Unified Development Regulations for review and discussion. Section 3 applies to the  
75 development standards concerning all land development for the Town of Milton.  
76 Questions were fielded from board members around Public Works Specification  
77 governorship, the regulation of conforming and non-conforming signs, car washes,  
78 outdoor shooting ranges and salvage yard statutes. Questions remain about timeline to  
79 Unified Regulation process. There is a warning date for Unified regulations of June 19,  
80 2017. J. Hemmerick to have PC updated document on website by May16, 2017. Board  
81 requested a calendar for the 180 permitting process.

82 D Turner made board aware the McCormicks are in an ongoing appeal process with the  
83 Town Planning/Zoning (PZ) process. The McCormicks find themselves needing to  
84 conclude the process of developing their residential options to support their non-  
85 residential development. D. Turner reiterated to the board that the market is residential  
86 now and has been. In order to pay for commercial development, a developer has to  
87 develop what he can create income with. As we are working with the Unified  
88 Development Regulation process, is there a mechanism that checks? Another layer of

89 approval so we can move forward, that addresses the concerns of developers, and protects  
90 the vision of the board and town? D. Turner asked the board to provide a clear message  
91 on where we want residential in the new town core. He feels there a lot of tools in the  
92 “PZ toolbox”, there ought to be usage tools that allow more flexibility.  
93 Board continues to hold a concern that additional residential development, though  
94 lucrative for developers, puts undue strain on Town resources such as school and public  
95 services (police, fire and rescue) without developers maintaining a “vested” interest.  
96 Board agreed that if the developers want to step up as partners, Town would be open to  
97 that conversation. Discussion, no Vote.  
98

99 **F. Manager Update**

100 D. Turner presented to the board concluding information from McCormick meeting on  
101 what was asked of developer to agree to deed to the town the right -of-way from Racine  
102 Road to new road with traffic light ( to be constructed) which is part of the PUD.  
103 Contribute a third of the cost of this new road and traffic light construction. Bring a  
104 resolution to the current appeal process currently with Town Planning/Zoning. Prepare to  
105 bear a third of the cost of development process as a partner with the Town. With the  
106 understanding that all processes are subject to selectboard final approval and voter  
107 approval of the debt in conjunction with the TIF. D. Turner met with Bill Sawyer who’s  
108 portion of this development, 40 condos, is “Shovel Ready” upon completion of this PZ  
109 process. Creating a partnership with the Town with these projects requires the developers  
110 an equal financial commitment. Board added that if nothing get’s built from the TIF  
111 process, what do we tell the public? This process can be a win/win if we find ways to  
112 work together. D. Turner will continue to develop conversation with developers with a  
113 clear outline on expectations.  
114

115 Karen Egan, Milton PD Administrative Assistant is retiring in 6 weeks; her last day is  
116 June 16, 2017. Additionally the PD part time Administrative Assistant is retiring shortly  
117 after her. PD is actively looking to replace these two positions ASAP.  
118

119 Dog Issue, Town Animal Control Officer picked up a stray dog reported running “at-  
120 large” for several weeks. Animal Control had made multiple attempts to apprehend the  
121 dog. Dog was brought to Town Pound Keeper per town regulation. Animal is aggressive  
122 and large breed, suspected to have been abused and abandoned. Board asked for update  
123 on dog’s condition and where it was known to have a chip. D. Turner will follow up with  
124 Pound Keeper.  
125

126 Green Up Day was successful with over 150 community participants and a volunteer  
127 BBQ held at the Pavilion of Bombardier Park East, all went well.  
128

129 Board wanted to understand why Item D – Water/Sewer Budget was bumped for this  
130 agenda. S. Macy and D. Turner explained to the board, decision was made to do W/WW  
131 Budget review the same agenda as CIP. Item was rescheduled for meeting of Monday  
132 May 22.  
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**VI. Approval of Minutes of 4/3, 4/14**

J. Palasik moved to sign the minutes as presented; motion seconded. Approved unanimously.

**VII. Executive Session Per V.S.A. Title 1 Section 313**

Palasik moved to find premature public knowledge about personnel would cause the Town or person to suffer a substantial disadvantage. Motion seconded. Approved unanimously.

Palasik moved to enter into Executive Session to discuss personnel under the provisions of V.S.A. Title 1 Section 313 and include Don Turner and Sarah Macy. Motion seconded. Approved unanimously. Entered Executive Session at 8:06 PM

**VIII. Joint meeting of Selectboard and School Board**

**Attendees:** Selectboard –Darren Adams, Chair; Ken Nolan, Vice Chair; John Palasik, Clerk; Chris Taylor, Member; John Cushing, Member

**Town Staff Present:** Don Turner, TM; Sarah Macy, Dir. Finance/Administration; Kym Duchesneau, Dir. Rec; Ben Nappi, Rec.; Mary Thompson, TM Admin. Assistant

**Schoolboard Present:** Lori Donna, Chair; Karen LaFond, Vice Chair, Rae Couillard, Clerk; Cathy Vadnais, Trustee; Jenn Taylor, Trustee

**School Staff Present:** Ann Bradshaw, Superintendent; Don Johnson, School Business Manager

**Others Present:** LCATV, Audio/Video Technician

1. Bradshaw opened meeting with a brief overview on the purpose of this joint meeting being to review budget amounts and cost efficiencies for financial services. Financial services currently provided by the town on the schools behalf, as well as, discuss recreation department's usage of school facilities for programming.

2. D. Turner stated that the school is in agreement with town to pay \$179,000 for FY17 the same as previously contracted for services. The projected cost for financial FY18 was budgeted at \$180,100. D. Turner and S. Macy agreed that a review of the figure was in order and re-evaluated at "actual cost". This figure was determined to be up to \$160,000. In a good faith effort to establish consistency, the Town proposed that, the school pay the "actual cost" for FY17 and FY18. It was proposed that the Town and School, work together to solidify a one-year agreement amount to clearly outline fees for finance and fees for recreation for the upcoming FY19 budget process.

178 3. S. Macy explained how the current finance department is structured, what percent of finance  
179 department works solely on school, and how the figure for the charge to the school from the  
180 Town as determined historically. In the old model, the figure was determined by adding the costs  
181 of the finance department up and then multiplying by 60%, this was determined to be the schools  
182 portion. The new model reflects a better understanding of actual cost. Operating budget would be  
183 split 50/50.

184

185 4. J. Cushing reflected for the boards understanding on the tremendous value of having a finance  
186 staff that strictly focuses on the school payroll and surrounding applications, which come with  
187 years of experience, and can account for every task. The quality of service provided to the school  
188 is exemplary. A. Bradshaw reiterated that the financial services that they receive are flawless,  
189 that the school has no complaints.

190

191 5. After further discussion, S. Macy explained that the \$179,000(historically derived figure) vs. the  
192 \$160, 000 (actual cost analysis) proposed for FY17 and FY18 leaves the Town short \$40,000 in  
193 projected revenue upon Budgets that the voters have already agreed to and are expecting. Due to  
194 this good faith proposal to the school, the Town will have to find a way to accommodate for this  
195 difference.

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197 6. K. LaFond, on behalf of the school board, wants to be sure to keep lines of communication open  
198 and maintain a collaborative relationship between town and school. A. Bradshaw reiterated the  
199 schools understanding of the offer by the town for payment of \$160,000 for FY17 and \$160,000  
200 for FY18. The school board was asked to clearly outline a one-year agreement reflective of  
201 one-year financial services in combination with one-year recreation fees for facility use for the  
202 upcoming FY19 budget process. School is also looking at either continuing financial services to  
203 be paid to the Town or outsourcing financial services to an independent company.

204

205 7. In the search for efficiencies, D. Turner remarked, it would be sad to think we could not come to  
206 an understanding. Every effort should be made, to maintain understanding of a "one tax payer"  
207 who supports both Town and School. Collaboration is a necessity, and asked the school board to  
208 commit to a July 31, 2017 meeting with selectboard, school board agreed.

209

210 **IX. Executive Session Per V.S.A. Title 1 Section 313**

211

212 Palasik moved to find premature public knowledge about legal would cause the Town or person  
213 to suffer a substantial disadvantage. Seconded, approved unanimously.

214

215 Palasik moved to enter into Executive Session with School Board to discuss personnel under the  
216 provisions of V.S.A. Title 1 Section 313 to include Don Turner and Superintendent Anne  
217 Bradshaw. Seconded, approved unanimously.

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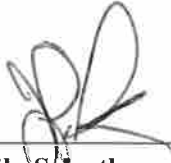
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**IX. Close Executive Session**

Motion by J. Palasik to close executive session. Motion seconded by J. Cushing. Approved unanimously. Close of executive session at 9:47 pm.  
There was no action taken as a result of this executive session.

**X. Adjournment**

J. Palasik motion to adjourn, second by J. Cushing. D. Adams adjourned the meeting at 9:47 pm.



Respectfully Submitted,

Date: 5/22/17

John Palasik, Selectboard Clerk

Filed with Milton Town Clerk's Office on this 23 day of May, 2017

ATTEST:  Milton Town Clerk