

1 **SELECTBOARD MEETING DRAFT**

2 September 1, 2021

3 Attending the meeting; Merrily Lovell, Maggie Gordon, Dennis Place, Phil Pouech (remotely), Mike Loner  
4 (remotely), Joy Dubin Grossman, Todd Odit, Henry Benis, Josh Pepin (remotely), Michelle Sudol (remote).

5  
6 Meeting called to order at 7:00 p.m.

7 Agenda Deletions or Additions

8 There were no changes.

9 Public Comment

10 Henry Benis, resident of North Rd., was present regarding posting of land on Observatory Rd. Henry said  
11 for the past 25 years he has maintained walking paths near the old landfill. Owners of a recently  
12 purchased parcel of land have posted not only their land but Town land also. Phil said he walked there  
13 and saw the signs; he checked the property maps and it is clearly Town property. He noted the  
14 turnaround at the end of the road is being used by these individuals for drop off of lumber for their  
15 building.

16 Mike asked if this is the same landowners who at the last meeting requested the Town gift a parcel of  
17 land to them. Yes, it is the same individual.

18 Todd said he will meet with Renae and speak with her about this.

19 Selectboard Forum

20 Merrily said she was finally able to present Renae Marshall with the framed resolution the Selectboard  
21 had made for her. Merrily said Renae asked her to convey gratitude to the Board and to Joy.

22 Phil advised bid documents will be sent out for the sidewalk maintenance work. He thanked Tyler  
23 Billingsley and Erik Bailey for their help with this.

24 Phil asked Todd is he had any new information on the crosswalk by Annette's playschool. Todd said he  
25 has contacted an engineer to check on signage and to do a speed study to see if we can reduce the  
26 speed on that section of the road.

27 Approve Minutes of 8/18/21

28 Maggie moved to approve the minutes as amended. Second by Phil and approved with 5 yes votes.

29 Update on Mojo Dog Bite

30 Michelle Sudol, owner of Mojo, is requesting the Board remove the muzzle requirement and allow her  
31 children to also walk the dog. Michelle said they are continuing to work with the trainer.

32 Maggie asked how old her sons are. Michelle said they are 13 and 17 and are also taking part in the  
33 training.

34 Phil said he is concerned about the bite incident and Michelle's statement that the dog was under  
35 control at the time. He suggests to continue with the training and have the trainers state why moving  
36 forward this type of incident would not happen again and the Board could consider changing the order  
37 at that time. Specifically addressing that the dog can be walked on public land by her sons without a  
38 muzzle.

39 Mike agrees with Phil's statement.

40 Todd suggests to maintain the muzzle requirement and to allow the sons to walk the dog.

41 Phil moved to change the order to allow Mojo to be exercised on public land, as long as the dog is  
42 muzzled, by the owner and her two sons. Second by Mike and approved with 5 yes votes.

43

#### 44 Consider Approving Proposal for Management of Town Hall Computer Network

45 Josh Pepin, Senior Account Manager of the Tech Group LLC, presented his proposal for technical  
46 services. The Techgroup currently provides the Town with technical assistance on an "as requested"  
47 basis.

48 Phil said the Town has many programs and asked Josh if he is aware of what the Town has. Josh said  
49 they would look at what the Town has and see what can be moved to the cloud.

50 Dennis agrees with the need to have a secure website but feels it would be good to do an assessment  
51 before making a decision.

52 Todd said the proposal includes the Town Hall computer network, it does not include the water or police  
53 departments.

54 Maggie asked Todd if he is planning on getting estimates from other firms. Todd said in his experience  
55 the Techgroup has provided the best service for the best expense.

56 Mike asked about services outside of the scope of the contract and in general how often it would be  
57 needed. Josh said past information shows Hinesburg used the service about 3 ½ hours a month. Any  
58 special projects would be by quote.

59 Phil said we have the computers and need to take care of the system. He feels the basic security system  
60 will allow Todd to focus on other things.

61 This will be put on the agenda for the next meeting to allow Board members time to educate themselves  
62 on this.

63 Mike asked Todd to ask other Towns what they are using and paying.

#### 64 Review Cost Comparison of VMERS Group "B" vs Group "D"

65 Todd put together a chart for the Board to review showing salaries of qualified employees and the  
66 contributions by the Town and the employee for each plan. Todd said it covers all the police officers,  
67 two fire department positions and contemplating a part time fire chief.

68 Phil asked why only police, fire and EMS employees. Todd said that rule is by State Statute. Existing  
69 employees can remain in the current plan and new employees must take the new plan if offered.

70 Phil asked if the State manages the funds and Todd said that is correct.

71 Merrily asked if the police are interested and Todd said he spoke with them and they are.

72 Dennis said he does not see a retention problem with police officers and does not feel the Town can  
73 afford this.

74 Phil suggests to hold off on offering this for now. If the police officers feel really strongly about this they  
75 should come to the Board and advocate for it.

76 Mike agrees to wait, we know the Police Department is looking to unionize and negotiating before we  
77 have to does not make sense. He is willing to listen to the officers if they bring this to the Board and  
78 advocate for the plan.

79 Maggie said while she is in favor of promoting a work environment that supports retention, she feels we  
80 should hold off on this. She noted the fact that the Police budget has doubled in the past 10 years and a  
81 new officer has been added.

#### 82 Consider Approving Richmond Rd Pedestrian Scoping Study Update SOW

83 Todd noted the RPC has agreed to include this in their workplan for this fiscal year.

84 Phil moved to approve moving forward with the Richmond Rd Pedestrian and Bicycle Scoping Study  
85 update with a cost of up to \$4,200. Second by Maggie and approved with 5 yes votes.

86

#### 87 Discuss the Implementation of a Dedicated Capital Tax Rate

88 Todd explained how a dedicated capital tax rate would work. The voters would vote on a set capital tax  
89 rate, the general fund tax rate would be reduced by an equal amount.

90 Todd will come back with more information so the Board can look into learning more about this idea  
91 and it will be a point of discussion at their retreat.

#### 92 Landfill Water Testing Results and Next Steps

93 Joy updated the Board on the situation. She said as required the Town has informed the Highway  
94 Garage and the Turner's that the water is not drinkable. The Town is providing bottled water for them.

95 Joy has contacted some engineers to find out how we can deal with the landfill situation now. Point of  
96 entry treatment systems (POET) will cost around \$11,000 to install for a residence as well as a few  
97 thousand annually to maintain the system. She does not have an estimate for the Town garage yet as  
98 that system will be different and a larger system. Additionally, it will cost thousands of dollars to  
99 complete the other requirements put forth by the State.

100 Maggie asked about the deadline date noted in the letter. Joy said she is not concerned with that as the  
101 State knows we are diligently working on this.

Dennis asked if ARPA funds can be used.

Phil said it seems like the State would have some money for assistance for closure of landfills. Phil also asked if the Town has any insurance coverage for something like this. Joy said that can be looked into. Phil also asked if we should be going forward with the maintenance of cutting trees and clearing the landfill area. Joy said we could be starting the clearing but not disturbing the landfill.

Approve Possible General Fund Loan to Wastewater Fund for Upgrade Project

### **INTERFUND LOAN AGREEMENT**

This Loan Agreement (Agreement) is executed as of September 1, 2021 (Effective Date), between the Town of Hinesburg Selectboard (Lender) and the Town of Hinesburg Water and Wastewater Commissioners. Lender agrees to lend from Lender's General Fund to Borrower's Water and Wastewater Enterprise Fund, and Borrower agrees to repay Lender, an amount not to exceed the Principal Amount and interest accrued on the unpaid loan balance, in accordance with the following:

1. **Purpose of the Loan.** To provide funds for use by the Borrower to provide short-term funding for wastewater system improvements.
2. **Principal Loan Amount.** Not to exceed \$500,000. The loan will be recorded as receivable to the Lender and payable to the Borrower.
3. **Term of the Loan.** The term of this loan shall be one year, beginning on the Effective Date, and shall be repaid in full as of September 2, 2022.
4. **Scheduled Payments.** Borrower shall make payments biannually against principal and interest. Borrower shall make the first payment on March 1, 2022. Payments will be credited first to interest then due, and then to principal. Borrower may make partial or complete payment of principal and earned interest at any time before its due date and without any prepayment penalty.
5. **Rate of Interest.** Interest shall accrue at the Short-term Applicable Federal Rate for September 2021, which is 0.17%, compounded monthly. Loan interest will be recorded as revenue to the Lender and expenditure to the Borrower.
6. **General Provisions.** This Agreement constitutes the full Agreement by and between the parties and no other representations have been made regarding the contents of this Agreement. This Agreement shall not be amended, modified, or altered in any respect unless such amendment, modification, or alteration has been reduced to writing and executed by both parties.

Phil moved to approve the Interfund Loan Agreement as presented. Second by Mike and approved with 5 yes votes.

144 Phil moved to convene as the Water and Wasetwater Commissioners, second by Maggie and approved  
145 with 5 yes votes.

146 Phil moved to approve the Interfund Loan Agreement as presented. Second by Maggie and approved  
147 with 5 yes votes.

148 Phil moved to adjourn as the Water and Wastewater Commissioners, second by Maggie and approved  
149 with 5 yes votes.

150 Town Manager Update

- 151 • Todd reported Francis Smith, the newest police officer at the Police Department resigned to  
152 take a position in Bristol so there is a pause on the police grant. Phil said it would be nice to  
153 know what the Town's options are regarding the grant.
- 154 • The union agreed not to include the Sergeant position so there was no need to hold a hearing.
- 155 • Todd said the interim Fire Chief reported the ambulance will not be ready till next May. The  
156 Town will need to find coverage till that time.
- 157 • The Town held a Creating a Respectful and Equitable work environment training for Town  
158 employees.
- 159 • Todd reminded the Board about the upcoming VLCT Town Fair.

160 Consider Approving Warrants

161 Phil moved to approve the warrants signed by Maggie, Dennis and Merrily, including payroll, as  
162 submitted by the Town Treasurer. Second by Maggie and approved with 5 yes votes.

163 Consider a Motion to Enter Executive Session Under Provisions of 1 V.S.A. § 313(a)(1)(A) to discuss a contract  
164 the potential premature disclosure of which could put the Town at a substantial disadvantage.

165 Merrily moved to enter executive session including Todd and Joy to discuss a possible contract. Second by  
166 Maggie and approved with 5 yes votes.

167 Phil moved and Maggie seconded to exit executive session at 9:22 p.m. Motion passed 5-0

168 Potential Action as a Result of Executive Session

169 Phil moved and Maggie seconded authorizing the Town Manager to execute a settlement agreement. The motion  
170 passed 5-0.

171 Adjourn

172 Phil moved and Maggie seconded adjourning the meeting at 9:24 pm. The motion passed 5-0.

173 Respectfully submitted,

174 Valerie Spadaccini, clerk of the Board

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