



## Select Board

Town of Hinesburg  
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### Meeting Minutes – September 17, 2018

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**Attending the Meeting:** Phil Pouech, Aaron Kimball, Merrily Lovell, Tom Ayer, Andrea Morgante, Renae Marshall, Joy Dubin Grossman; Karla Munson, Wayne Elliott, Frank Koss, Alex Weinhausen, and Ben Avery

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

#### Agenda Changes

Andrea was questioning why there was nothing on the agenda regarding the School Resource Officer proposal. Renae said she planned to address in Town Administrator comments and Frank Koss said he would address during public comment.

#### Public Comment

Frank Koss said the reason the proposal for the School Resource Officer is not on the agenda is that Hinesburg was \$20,000 over what Shelburne or the Sherriff's Department cost would be. Frank said he is disappointed that Hinesburg is no longer part of the conversation as he thinks we would have been the best service for CVU.

#### Consider Supporting Hinesburg Community Resource Centers Application for Relief of Property Taxes for the Food Shelf Building

Karla Munson, chair of the HCRC informed the Board that Jan Blomstrann, owner of the building, has in the past leased the building to HCRC for \$1.00 a year and covered all costs for the building. Jan would like to donate the building to HCRC and the Board of HCRC is in the process of taking the necessary steps to make that happen.

After closing HCRC plans to apply for an exemption from property taxes as a 501c(3). The tax assessor makes the determination. HCRC will be looking for a letter of support from the Select Board.

Consider Approving Clean Water Revolving Fund Planning Loan Application for Wastewater Upgrade  
Wayne Elliot, of Aldrich and Elliot Engineers, reviewed the application with the Board. Wayne explained there is a 2 to 3 month time frame for approval. The amount of the loan is \$62,400. We qualify for the 50% loan subsidy which means up to \$31,200 will not be required to be paid back.

Tom moved to approve the State Revolving Loan Program application. Second by Aaron and approved with 5 yes votes.

### **Consider Approving Contract Agreement with Aldrich & Elliot for Wastewater Plant Upgrade**

Wayne reviewed the contract with the board. Andrea asked about establishing design criteria under the scope of services as there are only three reports noted that will be given to the Town. Wayne said he envisions working together with staff and Alex on this. Andrea said there will be policy decisions to be made. Phil suggested a small committee to work on this and they would make a decision on what needs to go before the Select Board.

Regarding alternative development and analysis Andrea asked if part of this will be understanding the impact of infiltration and how that effects our capacity. Wayne said they will go through all the flow records. Andrea said we should also look at what we might be needing to do in terms of pre-treatment for businesses such as the brewery and Kimball Brook that produce specialized influent.

Andrea asked about moving the discharge point downstream as suggested by one of the engineers interviewed for the project. In doing so you would be capturing more tributaries. Wayne said they could talk to the State about that.

Andrea asked about the scope of services/review meetings – what if the Town requires more meetings than the three noted. Wayne assured the Board that with being close by he is not concerned with extra meetings. Phil noted that is where the small committee will be helpful.

Wayne said the key date to work toward is February 28, 2019 when the plan is submitted to the State and the bond vote to be in May of 2019.

Andrea asked about the economic analysis and deciding how and who will be paying for this and developing a system of what portion the existing users pay and what future users pay. Wayne said he has experience and will help the Town with that.

Merrily moved to accept the contract agreement with Aldrich & Elliot for the wastewater plant upgrade as presented. Second by Andrea.

Aaron asked what would happen if the Town does not get the funding needed, due to failed bond vote. Wayne explained if the project does not happen the Town would qualify for the 50% loan money of \$31,200 and would have years to pay back. The State would keep pushing for compliance. It was noted the fines can be as much as the cost to do the improvement.

Motion voted and approved with 5 yes votes.

Phil addressed the committee to work with Aldrich & Elliot suggesting members be Erik Bailey, Renae, Joy, planning staff or commission member, two Select Board members (Phil is interested in being one), and a member of the community.

### **Discussion Regarding Approval of Source Permit for BlackRock Well and Next Steps**

Erik Bailey, Director of Facilities and Utilities, asked Wayne Elliot for some estimated costs associated with the Town's portion to get the well permitted. Wayne reviewed his estimate with the Board.

### **Consider Approving Municipal Planning Grant Application**

Alex Weinghagen, Director of Planning and Zoning, presented a request to apply for a planning grant. The Planning COmmission will use this to help with their work on design standards. The maximum award is \$22,000 with a 10% local match.

The Board discussed with Alex last year's request which was denied. Alex said we need the Village Center designation which we do not have at this time. He is in the process of reapplying now but will not have it in time for this grant application.

Andrea moved to sign the Resolution for Municipal Planning Grant application. Second by Aaron and approved with 5 yes votes.

### **Consider Proposed Revisions to Appendix E**

The latest draft was reviewed. Phil noted it should be a policy that any draft documents should be dated to avoid confusion.

Phil moved to accept the revisions to Appendix E dated September 17, 2018 with the change of reserve percentage to 7.2 and category 3 calculations of 9864gpd to be split 5040 residential and 4824 enterprise. Second by Andrea and approved with 5 yes votes.

### **Consider Water / Wastewater Allocation Application from BlackRock Construction**

Ben Avery of BlackRock Construction was present to review the request. Phase 1 (a) is what is being looked at now. The other part of the application is to include the senior care and subsidized / affordable housing to be a category 1 item.

There was discussion on exactly what qualifies as senior housing.

Phil suggested to use Ben's figures for phase 1 (a) and 1 (b) and plug into the different allocation categories and see where it falls out. Phil asked Ben to get them information on why the project qualifies for the different categories.

## **Discussion Regarding Approval of Source Permit for BlackRock Well and Next Steps**

Andrea noted that on the Well 6 map Patrick Brook is mislabeled and should be the canal. The Board reviewed the next steps with Ben.

## **Consider Approving Amendment #4 from Lamoureux and Dickinson for Village North Sidewalk Project**

Renae said we will be asking for concrete and asphalt costs for comparison. The landowner is having her attorney prepare a document addressing funds needed for the shortfall at a not to exceed amount.

Andrea moved to accept amendment #4 at an additional cost of \$3,000 to Lamoureux and Dickinson Consulting Engineers dated September 12, 2018. Second by Merrily. Tom pointed out this is not taxpayer money, the grant comes through the Town. Motion voted and approved with 5 yes votes.

## **Consider Appointing a Voting Delegate to Represent Hinesburg at the 2018 VLCT Annual Meeting**

Aaron moved to appoint Renae Marshall as the voting delegate for Hinesburg at the VLCT annual business meeting.

<b>Action Item</b> – Select Board members to review the policies and bring up any that they feel are not aligned with Hinesburg’s municipal policies.
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## **Town Administrator Report**

A VT Alert message was sent out regarding the water repair scheduled for next Wednesday.

CSWD has not responded regarding the proposed forum at the beginning of the meeting on October 1st. The Board agreed that in addition to information about the meeting and the Town’s efforts being put on Front Porch Forum and the Citizen an individual letter will be mailed to residents.

October 10 at 2:00 p.m. is the next Department Head Meeting.

## **Select Board Forum**

Aaron commented that all had a good time at the Public Safety Day celebration at the Fire Station.

## **Consider Approving the Minutes of September 6, 2018**

Aaron moved to approve the minutes of September 6, 2018 as amended, second by Tom and approved with 5 yes votes.

## Warrants

Aaron moved to approve the warrants, including payroll, as submitted by the Town Treasurer. Second by Merrily and approved with 5 yes votes.

Merrily moved to adjourn at 10:05 p.m., second by Aaron and approved with 5 yes votes.

Respectfully submitted,  
Valerie Spadaccini, clerk of the Board

DRAFT