



Select Board

Town of Hinesburg
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Meeting Minutes – September 6, 2018

- Approved 9/17/18 -

Attending the Meeting: Phil Pouech, Aaron Kimball, Merrily Lovell, Tom Ayer, Andrea Morgante, Joy Dubin Grossman, Jeanne Jensen of CVSD, Missy Ross, Caleb Casco, Frank Koss, Joan Holloway, Erik Bailey

Meeting called to order at 6:40 p.m.

Changes to the Agenda

Joy suggested moving the second executive session to just after item 12 while Erik Bailey is still here.

Andrea suggested moving item 10 to after the executive session with Erik.

Executive Session

Phil advised executive session will be for the purpose of reviewing a potential contract with the Champlain Valley School District.

Andrea moved that premature public disclosure would cause the municipality a substantial disadvantage. Second by Tom and approved with 5 yes votes.

Andrea moved to go into executive session to discuss the contract offer with CVSD under the provisions of 1 V.S.A. § 313(a)(1)(a)(2)&(a)(3) including Joy Dubin Grossman, Frank Koss and Caleb Casco. Second by Merrily and approved with 5 yes votes.

Andrea moved to come out of executive session, second by Tom and approved with 4 yes votes (Aaron was out of the room).

Discussion of School Resource Officer

Chief Koss and Caleb worked out what the fully burdened cost of an officer would be and came up with

a cost of \$58.00 an hour for the officer and \$9.50 an hour for the vehicle. Frank said he and the Hinesburg Department are in favor of supporting the contract. Phil said they came up with a list of why this is good for Hinesburg. Improve school safety across the district, an officer coming from Hinesburg would fit into the Town's community policing model, having someone in the school focusing on safety could have a positive effect on traffic safety, Hinesburg police already support CVU, the officer would be available for any major incidents that happen in Town, the officer would be available during school vacations and summer, and an added vehicle gives Hinesburg flexibility.

Andrea said the goal is to not impact Hinesburg's budget. She is concerned that voters don't know about this and asked if we can move ahead with a temporary contract and then next July do a three-year contract. There is good reason to do this but no need for Hinesburg to do this as we are fully staffed. Frank said to hire as temporary position would not work.

The Select Board, at their next meeting will invite public comment on this and Board members can be contacted with concerns and questions as well as the Town Administrator and Assistant Town Administrator. Merrily asked it also be put on Front Porch Forum and perhaps in the Citizen.

Tom noted the next step is for the proposal to go before the School Board. Jeanne Jensen, chief operations officer for CVSD, said she would take the proposal to the CVSD board. She noted there is another town submitting a contract.

Consider Highway Department Request to Replace Out of Commission Tanker Truck

Mike Anthony, Road Foreman, was asking to replace the tanker truck using the \$15,000 currently in the budget for replacement and borrow an additional \$17,000 from the gravel budget. He is looking to purchase a flatbed truck and skid mount spray unit.

Andrea moved to support Mike Anthony's request to purchase a flatbed truck and skid mount to replace the tanker that was used primarily for dust control a year ahead of time and for using \$17,000 from the gravel budget. Second by Aaron and approved with yes votes.

Consider Approving Tax Sale List and Consider Authorizing Kohn, Rath, Danon, Lynch & Scharf to Conduct Tax Sale

Town Clerk, Missy Ross, presented a list of three properties that she is proposing for tax sale due to years of non-payment of taxes.

Phil moved to go forward and authorize Kohn, Rath, Danon, Lynch & Scharf as the attorney to conduct the tax sale. Second by Andrea and approved with 5 yes votes.

Consider Approving FY 18 Reserve Funds

Joan Holloway, accountant, and Missy Ross reviewed the reserve funds. Under the VT Gas Easement

reserve column \$60,000 was removed and needs to be put in a fund for stewardship and land preservation.

Action Item for the Board - Research the minutes and get the wording of the motion moving the funds.

Missy suggested not to move it but to rename those funds.

Phil moved to approve the FY 18 reserve funds with the wording change for the Easement VT Gas column dated 9/05/18. Second by Andrea and approved.

Consider Approving Assigned Fund Balance as of 6/30/2018

Reviewed the capital fund balance

Phil moved to approve the capital fund balance as of June 30, 2018, second by Andrea and approved with 5 yes votes.

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

Erik Bailey, water works department superintendent, advised the source permit application has been approved by the State with conditions. The well now needs to be drilled further and will be done by BlackRock and the Town jointly. BlackRock will increase to 8-inch diameter and go 700 feet deeper to increase gallons. The Town will be bringing the well up to municipal standards by drilling a 12-inch casing outside the 8-inch down to bedrock and seal in concrete.

Action Item for Erik - to get all paperwork associated with this project to the Board. What is the Town responsible for, what are all the steps and a schedule, what is the cost to the Town to bring the well on line?

Review Appendix E and Quarterly Allocation Holding with Erik Bailey

Erik prepared an updated Annual Allocation Pool Designation Form to include the grandfathered values and changed to a 5% reserve. These changes put a higher available allocation in category 3. Discussed if 5% is the amount we want to reserve or somewhere between 10 and 5. Each category allocation remains as agreed at the August 16, 2018 meeting.

Action Item for Erik - to work out the percentage, make the adjustments and get the document back to the Board.

Phil asked Erik about the credit due to Brett Grabowski, Erik said adjustments were needed due to the date of the certificate of occupancy.

Executive Session

Andrea moved that premature disclosure of a potential legal issue with the Town associated with the water system would put the Town at a disadvantage. Second by Aaron and approved with 5 yes votes.

Phil moved to go into executive session including Erik Bailey and Joy Dubbin Grossman under the provisions of 1 V.S.A. § 313(a)(1)(a)(2)&(a)(3). Second by Tom and approved with 5 yes votes.

Andrea moved to come out of executive session, second by Aaron and approved with 5 yes votes.

Consider Approving ERP Grant Application – Floodplain Restoration Project for the Highway Garage

Andrea explained the Agency of Natural Resources Clean Water Initiative Program Ecosystem Restoration Grants that have funded the design and engineering for the storm water system and floodplain restoration plans at the highway garage. Lewis Creek Association has prepared the ERP grant application for the implementation (construction) of the floodplain restoration. The application requires that the Hinesburg Select Board as the landowner will provide a letter of support and commitment to the operations and maintenance. The town match was calculated at \$60,750, which was the estimated cost for the demolition of the existing garage and buildings in the floodplain.

Tom moved to authorize the Town Administrator or Assistant Town Administrator to sign a letter of support and letter of commitment for operation and maintenance. Second by Aaron and approved with 5 yes votes.

Town Administrator Report

Joy reported the Highway Department has moved into the new building and the old garage demolition is scheduled for next Wednesday, September 12th at 8:00 a.m.

Work on the village north sidewalk project continues. There will be a meeting to confirm that everything is in place if the shortfall can be reached.

Select Board Forum

Merrily asked what is being done about informing the public about the CSWD issue. Joy said Renae reached out to Sara Reeves twice but has not heard back. It was agreed the Select Board will set a date and write a letter.

Phil said the Board was able to participate in the LCI Fishing Cruise, which was informative and fun.

Andrea said she attended a meeting about a study that was done regarding the amount of State dollars spent on land conservation. For every dollar that comes from the State from the property transfer tax there is a \$9.00 return.

Review minutes of August 16, 2018

Aaron move to approve the minutes of August 16, 2018 as amended, second by Tom and approved with 5 yes votes.

Approve Warrants

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

Tom moved to adjourn at 9:52 p.m., second by Andrea and approved with 5 yes votes.

Respectfully submitted,
Valerie Spadaccini, clerk of the Board