

HINESBURG SELECTBOARD

July 20, 2022

Attending the meeting in person; Merrily Lovell, Maggie Gordon, Mike Loner, Dennis Place, Phil Pouech, Todd Odit, Frank Babbot, Nick Baker

Attending the meeting remotely; Alex Weinhagen, Brett Grabowski, Michelle Jimmo

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

Agenda Additions or Deletions

Discussion of Selectboard goals was removed. This will be taken up at a future meeting.

Public Comment

None.

Approve minutes of 7/6

Phil moved to approve the minutes of 7/6 with any agreed upon edits. Seconded by Mike and approved with 5 yes votes.

Selectboard Forum

Phil said he spoke with Todd about the fact that while some of the center lines have been painted, the fog lines have not been painted. There was money in the budget specifically for fog lines. Todd explained the center lines on class 2 roads are done by the State. The Town had a contract to do the fog lines but the contractor was not able to do the job as they could not get the paint. Todd said the best course of action is to have a new contract and see if they can be done this fall or in the spring.

Town Manager Update

- Received 73 responses to the budget survey so far
- A draft of the ARPA survey was sent to the Board, included in the survey is a list of ideas that have previously been sent to the Board. That will be made public when the budget survey ends.
- Advertised by radio for a month for the highway position with no responses
- Advertisement for the water/wastewater position only received one response and that person was not qualified. Todd said he has had contact from an individual that may be promising
- For the strategic plan Todd has gathered a couple of examples of RFP's. On the next agenda he will include discussion on what the Board wants the focus of the plan to be.
- Todd, John and Scott Shumway will meet in August to discuss the need to have spare parts on hand. Todd will also discuss the idea of adding a second treatment train before connecting to the new well.

Planning Commission Interview -Frank Babbott

Frank has lived in Hinesburg for 22 years. He is a homeowner and owns several properties in Town. He is familiar with rules and regulations and larger concepts and goals for general land use issues. He would like the opportunity to assist as the Town grows.

36 Todd said there are two other interested parties for the PC.

37 Merrily thanked Frank for coming in and said the Board will make a decision after interviewing all the
38 applicants.

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41 Hinesburg Center II NDA Designation Request

42 Brett G said his request is for the Town to apply to the State for neighborhood designation area for the
43 Hinesburg Center II project area. Since the Town granted approval requested by Cathedral Square for
44 Kelley's Field, he feels the Hinesburg Center II project should be included. Brett said the designation
45 allows the project to benefit from some of the streamlined process and will help the Town meet some of
46 the goals such as more affordable housing.

47 Phil asked Alex to comment. Alex said the Kelly's field project was able to be exempt from the Act 250
48 process with the designation. They still need to go through local review. Hinesburg Center II project
49 could be phased so the first phase would be exempt from ACT 250, resulting in an easier and less
50 expensive process. Alex said another reason is the road crossing Patrick Brook can be approved by the
51 Town with appropriate engineering avoiding ANR.

52 Brett said they will still need a stream alteration permit from ANR and the proposed culvert will meet
53 those requirements.

54 Alex recommends applying for the Neighborhood Designation Area for the entire Village growth area.

55 Phil asked if building the bridge /culvert access way is the responsibility of both developments
56 (Hinesburg Center II and Haystack Crossing). Alex said the DRB is requiring both developers share the
57 responsibility. Brett and BlackRock Construction have an MOU on sharing the costs.

58 Phil addressed the environmental review for the crossing, asking if ACT 250 has a higher standard. Brett
59 said the crossing of the bridge itself would fall back on the stream alteration permit. Two permits are
60 required; the stream alteration and a wetland impact permit. Alex added the standards have to meet
61 the NFIP and are determined by the DRB.

62 Maggie noted Kelley's Field is not in a flood plain and she is concerned about by-passing the ACT 250
63 review for this project. She agreed the connection is important.

64 Phil said given the discussion of including the entire Village growth area as a Neighborhood Designation
65 area, he suggests waiting till a future meeting when we would have a full plan to look at and allow
66 others to give input.

67 Alex said he could put together the preliminary application materials and provide that to Todd so the
68 Board can review at the next meeting.

69 Todd said the application could be ready by the September meeting so it is ready to go when the Board
70 makes a decision. Merrily said at the August meeting a new proposal showing clearly what the
71 designated area would be would come to the Board to be voted on.

72 Mike asked if this goes forward with different planning standards will the 20% affordable housing
73 include perpetual affordable houses for purchase or will it just be rentals.

74 Brett said it will be primarily rentals.

75 Hinesburg Center II Request for Town to be Co-Permittee for Patrick Brook Crossing

76 Brett said since this is a requirement of the Town the DRB and of the Town Plan, they are requesting the
77 Selectboard or Town be a co-applicant on the permit applications they will be submitting.

78 Phil asked what responsibilities we would have as a co-applicant that we do not have not being a co-
79 applicant.

80 Brett said they have done all the engineering and are submitting the application. Being co-applicant
81 would represent the fact that the Town is vested in this in regards to the Town Plan and the
82 infrastructure. It also indicated the Town supports the plan.

83 Mike asked if a strong letter of support would work. Brett said he feels it would be a stronger position
84 for the application with the Town as a co-permittee.

85 Todd said he would consult with the Town Attorney to see if there is any down side for the Town.

86 Alex said the only issue he has with this is that the Town has not had an independent engineer review
87 the plans.

88 Todd and Alex will decide if it is prudent to have the independent engineer review.

89 Consider Adoption of FY 23 Tax Rate

90 Phil moved the Board adopt a Town Tax Rate of \$0.5809 and adopt Local Agreement Rate of \$0.0011.
91 Seconded by Mike and approved with 5 yes votes.

92 Consider Approval of FY 23 Water and Wastewater Allocation Designations

93 Mike moved to convene as the Water and Wastewater Commissioners. Seconded by Phil and approved
94 with 5 yes votes.

95 Phil moved to approve the wastewater allocation pool designations as shown in the Board's packet.
96 5,000 category 1, 5,000 category 2 and 14,750 category 3 having 7,375 each in residential and
97 enterprise.

98 Seconded by Maggie. Phil made the point to invest some money in finding the causes of infiltration.
99 Motion voted and approved with 5 yes votes.

100 There was discussion regarding water allocations of actuals vs State required numbers. The Board needs
101 to make some adjustments to have any water to allocate.

102 Consider Approval of FY 23 Water and Wastewater Budget

103 Phil moved to approve the combined FY 23 Water and Wastewater budget of \$988,899. Seconded by
104 Maggie and approved with 5 yes votes.

105 Consider Adoption of FY 23 Water and Wastewater Rates

106 Maggie moved to approve the proposed Water and Wastewater rates for FY 23. Seconded by Mike and
107 approved with 5 yes votes.

108 Mike moved to adjourn as the Water and Wastewater Commissioners. Seconded by Maggie and
109 approved with 5 yes votes.

110 Consider Approval of Fire Department and Town Hall Improvement Study

111 Design alternatives were

- 112 • renovation and addition to the Town Hall / renovation and addition to the Fire Station
- 113 • two new individual buildings on a shared site
- 114 • a combined Town Hall and Fire Station on a new site

115 The proposal cost for the above is \$46,800.

116 Merrily moved to approve spending \$46,800 for the Hinesburg Town Hall and Fire Station study with
117 Wiemann Lamphere Architects. Seconded by Maggie. Phil understands the need to look at all the
118 options, but to abandon the current building as a Town Hall is a difficult decision for him and could be
119 difficult to get approval from residents. His hope is that we can upgrade the Town Hall. Motion voted
120 and approved with 5 yes votes.

121 Discuss Town Road Acceptance Policy

122 For comparison purposes Todd put the Town of Highgate's and Williamstown Road Acceptance Policies
123 in the packet for review.

124 Merrily said Hinesburg's only applies to new Town roads. She noted the Highgate policy is a road
125 acceptance policy and has much more detail.

126 Phil added Highgate includes a one year period of the town maintaining the road for the initial
127 acceptance policy and if there are any problems the developer needs to address them before the road is
128 officially accepted.

129 Todd suggests to tie together a road standards document with an acceptance policy.

130 Merrily proposed that Todd craft a road policy specifically for Hinesburg.

131 Discussion of Retirement Plan for Police/Fire

132 Will be done at a future meeting.

133 Approve Warrants and Payroll

134 Phil moved to approve the warrants, including payroll, signed by himself, Maggie and Merrily as
135 submitted by the Town Treasurer. Seconded by Mike and approved with 5 yes votes.

136 Adjourn

137 Phil moved to adjourn at 9:25 p.m., seconded by Dennis and approved with 5 yes votes.

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139 Respectfully submitted,
140 Valerie Spadaccini, clerk of the Board
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