

1 **SELECTBOARD MEETING**

2 October 19, 2022

3 Attending the meeting; Merrily Lovell, Maggie Gordon, Mike Loner, Dennis Place, Joy Dubin Grossman,
4 Rene Sanchez, Nick Baker, Ed Waite

5 Attending remotely; Phil Pouech, Todd Odit, Andrea, Jeff Daugherty, Mitch Cypes

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

7 Agenda Additions or Deletions

8 none

9 Public Comment

10 Rene Sanchez, superintendent of CVSD, was present to talk about the ongoing strategic plan process.
11 Community outreach will include a strategic planning community forum October 27 and a strategic plan
12 town hall on November 9. Additionally, they will be distributing survey post cards to residents.

13 Selectboard Forum

14 Phil shared that the Green Mtn Board would like to make a short presentation to the Selectboard.

15 Phil discussed posting something about the CSWD vote on FPF noting it is an important vote and that
16 the voter needs to request the ballot. The Board agreed it was a good idea.

17 Maggie addressed the budget input meeting, a time schedule will be sent to Board members.

18 Merrily said Hinesburg and Richmond have not been able to set a date at this time for another meeting
19 about shared police services.

20 Mike said the Diversity, Equity and Inclusion group met with the facilitator. They are moving forward
21 with next steps. Will be looking at how committees are chosen in Town and how the committee process
22 works.

23 Approve minutes of 9/21/22

24 Maggie moved to approve the minutes of 9/21/22. Seconded by Mike and approved with 5 yes votes.

25 Development Review Board Alternate Member Interview – Jeffrey Daugherty

26 Jeff said he has lived in Vermont for about three years. His background is in construction. He feels it is
27 important to be an active member of the community.

28 Merrily asked Jeff what he sees as the main issues the DRB is facing. Jeff said there are a lot of housing
29 developments, there is a need for housing and affordable housing but it is important to balance this
30 with the abilities of Hinesburg to support the housing.

31 Maggie asked if he has any familiarity with reading plans and regulations. Jeff said he reads construction
32 plans and documents and regulations go along with that.

33 Maggie addressed the time commitment. Jeff said he agrees this needs to be a long term commitment.

Approved November 2, 2022

34 Phil asked Jeff is he is familiar with the Town Plan or attended any of the DRB meetings. Jeff said he has
35 started going through the Town Plan. He has not sat in on any meetings but has looked at previous
36 minutes.

37 Maggie moved to appoint Jeffrey Daugherty to vacancy one, alternate position on the DRB, with a term
38 ending April 1, 2024. Seconded by Mike and approved with 5 yes votes.

39 Development Review Board Alternate Member Interview – Renee

40 Renee was not present. Her application is on hold for now.

41 Consider Adoption of 2022 Multi-Jurisdictional Hazard Mitigation Plan

42 Merrily said the plan was written by CCRPC.

43 Phil asked about the Emergency Management Plan the Board usually approves each year.

44 Merrily said this is more detailed plan looking at what hazards are specific to Hinesburg and will make
45 the Town eligible for FEMA funds.

46 Mike asked about the net change to population projection. Maggie said these are the CCRPC
47 projections. Todd added that at the time the new development projects were not approved and likely
48 not taken into account. Mike noted some other minor changes in language that need correcting. Todd
49 will pass the information on wording along.

50 Phil moved the Selectboard approve the 2022 Chittenden County Multi-Jurisdictional Hazard Mitigation
51 Plan. Seconded by Maggie and approved with 5 yes votes.

52 Consider Fire Department Request for Radio Replacement

53 Nick Baker said the Fire Department is requesting using ARPA money to replace all their radios. He
54 noted how vital radio infrastructure is for emergency services. The majority of the radios are 15 years
55 old and when needed parts for repair are difficult to find. He anticipates the radios to last about 15
56 years allowing the item to be worked into the capital budget for future need. The last quote he got was
57 for \$139,000. He is asking for up to \$160,000 to cover any price increases since then.

58 Dennis asked if the radios are compatible with Williston, Shelburne and Charlotte. Nick said they are the
59 same.

60 Phil thanked Nick for the thorough presentation. He noted it is good to see the plan to put this in the
61 capital budget for future planning. Phil asked if there is a lease plan the Town can utilize and would the
62 Town get anything for the old radios.

63 Nick said in requesting ARPA funds they can't do a multiyear purchase plan. They might be able to sell
64 some of the newer units to other services but most are discontinued and have no resale value.

65 Todd said we could get a loan, but to borrow would add to the expense. He also noted there are other
66 large purchases in the capital budget coming up. It is a reasonable and good use of ARPA funds.

67 Todd asked Nick if they have any other requests in mind for ARPA funds. Nick said if approved they will
68 not submit any other requests for ARPA funds unless requested by the Board.

69 Merrily noted on the survey about ARPA funds equipment for the Fire Department was high on the list.
70 As Todd noted this would probably be the only thing the Board would approve for them

71 Mike said he believes Phil was referring to a lease program not a loan. Nick said he does not see that as
72 an option.

73 Maggie asked if the new radios will work in the dead spots. Nick said they will not fix the infrastructure
74 problem but will help as they have better reach.

75 Maggie said the Board was going to meet to specifically discuss ARPA requests. Todd said that can be
76 scheduled, if the Board approves this request, it is about 10% of the funds we have to allocate. Todd
77 said it is clear this is a need and asked what other way would the Board choose to fund it. Maggie said
78 this is vital equipment and she is in favor of this. We are supposed to be having the ARPA discussions
79 and including the public and ideally, they would sit and discuss all options for using funds in one
80 meeting.

81 Phil said the radios which is a needed purchase. although it would be nice to have a sit down and put all
82 the money into categories according to survey. He thinks with the survey and Todd's guidance there are
83 a few things the Board can say are appropriate uses for the ARPA funds. He is good with moving
84 forward but as part of the process would want to advertise the fact that they are starting to spend the
85 ARPA funds and this is a need that has been identified. Give people a chance to comment.

86 Todd said the Board should consider carefully putting every ARPA decision out to the voters. The Board
87 is the elected leaders and were elected to make these decisions based on input they receive. Merrily
88 agrees and said the Fire Department made a good case.

89 Merrily moved the Board approve the Fire Department's request for radio replacement from ARPA
90 funds in the amount up to \$160,000. Seconded by Mike. Phil said he hears what Todd is saying and
91 added this is the first time we are spending the money and the first time people will hear it and it is a big
92 chunk of money. His concern is the Board said the process would be very open and even he did not
93 know this was an item till it came up on the agenda. He supports it but prefers we float it. Mike said the
94 Board has started the process to gather information and be transparent. The Fire Department came up
95 as a priority and we are going to have to fund the radios and feels this is a decision the Board can say
96 given the information seems to be a very good use of the funds to help not put it on the taxpayers in the
97 future. Maggie said she is willing to vote for this tonight but feels the Board needs to sit down together
98 and weigh all this. She does not want to make one decision at a time and then be in a position to say
99 where did it all go without a broad discussion and plan. This should be an open conversation.

100 Motion voted and approved with 5 yes votes.

101 Discussion of Town Meeting Ballot Items and How to Warn the Budget on the Ballot

102 Changes discussed are;

- 103 • Appointing the Town Treasurer instead of being elected
- 104 • Appointing Town Clerk instead of being elected
- 105 • Mailing a notice of the Town Report vs mailing the report
- 106 • Switching to 2 tax installments from 1
- 107 • How the budget will be warned – separate articles vs one budget

108 Phil said changing the Town Treasurer to appointed is a reasonable change.

109 Maggie said she thinks this is a smart thing to do. She thinks we need to be careful with all the items
110 and maybe not just come out this fall with these changes. It was a really big thing last year that as a
111 result of the vote we no longer have an in person Town Meeting. That was a huge change and she is
112 uncomfortable about introducing a bunch of other changes that basically are going to take away the
113 power of voters to engage directly with our local government. She feels the Town Clerk and Town
114 Treasurer might be a good one to start with.

115 Todd clarified that these are not recommendations from the manager and other than the Town
116 Treasurer and Town Clerk these items are conversations the Board has had in the past. His priority
117 would be asking the voters about appointing the treasurer and secondly warning the entire Town
118 budget as one article, then asking about appointing the clerk. Ultimately it is up to the voters what the
119 decision is.

120 Merrily said she would put the question on the ballot but is against the Town Clerk being an appointed
121 position and has talked with Todd about this and is probably the only Board member who feels that way
122 but noted it is a Town decision. She feels the Town Clerk works for the people of the Town and it is
123 important they be a resident of Town and should be answerable to voters.

124 Mike said he is in favor of putting both the treasurer and clerk on the ballot this year.

125 Phil is in favor of both the treasurer and clerk on the ballot. He asked if in the job description is can be
126 stated they must be a resident of Town. Item 3 does not need to be on the ballot, the Board can decide
127 how the ballot goes out. He feels there is no need to switch to 2 tax installments from 1. He is in favor
128 of simplifying the budget but does not want it to look like we are keeping budgets from being shared. It
129 has only been one year since we stopped Town Meeting and is not in favor of combining all budgets into
130 one, at least not for next year.

131 Dennis asked if the Town Report will still be available on line and was told it will be. He is in favor of
132 asking about switching to installments for tax payments. In some towns you pay quarterly and he feels
133 it is a benefit for tax payers not to have to come up with the entire payment at once. Todd said this idea
134 was brought up as a concern of ability to pay, the taxes could still be paid in one installment. This is a
135 warned article so is a Board decision on how to word the warning. Phil feels it is twice as much work for
136 the Town and pointed out most people likely have an escrow on their mortgage for taxes. Mike asked if
137 we can separate this question to be voted on and make the change the following year. Todd said they
138 could ask as an advisory question on the ballot to be effective the next tax bill.

139 Mike said he would like to keep the budget separated with the recognition that there were other
140 changes made.

141 Merrily addressed the idea of separation of mandated spending and non-mandated spending.

142 Maggie agrees on not combining departments. It provides information to voters and helps engage
143 voters.

144 Maggie asked Todd what the advantage is to combing all budgets into one question. Todd said we are
145 one Town with one budget. You need to have those departments and the tax rate that is set is the
146 combined tax rate. Todd asked if separating police, fire and highway why not separate the others.

147 Merrily said the amount of money in the budget for those departments is why. Phil said while he does
148 not disagree with Todd, the Town has gone through a lot of changes in the last few years. We learned
149 something about the Police Dept budget last year. He does not want to be accused of hiding the money.

150 Merrily summarized; the Board wants to keep departments separate /include question on Town
151 Treasurer and Town Clerk / include question of mailing a post card to notify availability of Town Report /
152 have the tax payments as an advisory question.

153 Consider Approving Amendment to Post-Closure Certification

154 Joy said she there are still a lot of unanswered questions. The Board will not take any action without
155 further investigation and more information.

156 Consider Approving Contract for Route 116/Charlotte Road Sidewalk Intersection Project

157 Todd said to move the project forward we need to hire a design firm to do the design engineering. He,
158 Alex and Mitch reviewed the three RFQ's from three pre-approved firms. The highest ranked firm was
159 asked to submit a cost proposal.

160 Merrily moved the Board approve a contract for engineering services with Stantec for the Landman's
161 Crosswalk / Intersection Project. Seconded by Maggie and approved with 5 yes votes.

162 Town Manager Report

- 163 • Received an additional \$274,000 subsidy for the wastewater treatment plant
- 164 • Received communication from ACT 250 that we need to have the new discharge permit to get
165 the ACT 250 permit issued. DEC does not expect to issue the discharge permit till summer so
166 this will delay construction
- 167 • Received notice from the fireworks company of a price increase from \$10,000 to \$12,000 for
168 next year. We have locked in the price for now.
- 169 • Health Insurance rates are increasing 19.8%. Joy is looking into the possibility of a high
170 deductible plan with a lower premium and the Town offer an HSA.
- 171 • Todd got back some floor plans to show the Town Hall Committee. There is only one option
172 shown for Town Hall to stay where it is and two options for the Fire Department to stay at
173 current location or move to lot 15.

174 Consider Approval of Warrants and Payroll

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

177 Executive Session

178 Maggie recused herself from the executive session.

179 Merrily moved the Board enter into Executive Session pursuant to 1 V.S.A. § 313(a)(1)(c) to consider a
180 mediation settlement agreement. The premature public disclosure of which could put the Town at a
181 substantial disadvantage including Joy. Seconded by Mike and approved with 4 yes votes.

182 Merrily moved to exit executive session at 9:25 p.m., seconded by Mike and approved with 5 yes votes.

183 Merrily moved to adjourn at 9:25 p.m., seconded by Mike and approved with 4 yes votes.

184 Respectfully submitted,

185 Valerie Spadaccini, clerk of the Board

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