

1 **SELECTBOARD MEETING**

2 November 2, 2022

3 Attending the meeting; Merrily Lovell, Maggie Gordon, Mike Loner, Dennis Place, Todd Odit, Will Patten,  
4 Steve Gladstone.

5 Attending remotely; Phil Pouech, Joy Dubin Grossman, Carl Bohlen, Lenore Budd, Cindy Reid, Tyler  
6 LaBrie, Alex Weinhausen, Tony St. Hilaire

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

8 Agenda Additions or Deletions

9 none

10 Public Comment

11 none

12 Selectboard Forum

13 Maggie reported she had a conversation with someone who contacted Todd about joining the Village  
14 Steering Committee. Since the committee has been inactive for so long Maggie and Todd talked about  
15 possibly adjusting the committee mission to be more project and event focused. She said the individual  
16 had a lot of energy and ideas and knows others who might be interested in working on Village projects.  
17 Maggie will continue conversations with people including former members of the committee. Phil feels  
18 this is a good idea and also recommends asking people who were on the committee to weigh in on the  
19 idea.

20 Merrily addressed future meetings. Next Wed is a budget meeting about departments, the following  
21 Wednesday is the regular meeting. No meeting 11/23 (night before Thanksgiving). 11/30 budget  
22 meeting about departments again. 12/7 is the regular meeting, the meeting on the 14<sup>th</sup> is proposed to  
23 discuss ARPA funds. 12/21 is a regularly scheduled meeting which Merrily will not be able to attend. It  
24 was suggested to start the budget meeting at 6:00. It was agreed to start all budget meetings at 6:00  
25 except the meeting on 11/9 will start at 7:00 as usual. Also, all regularly scheduled Selectboard meeting  
26 will start at 6:00 through the end of the year.

27 Approve Minutes of 10-12-22 and 10-19-22

28 Maggie moved to approve the minutes of 10/12/22 as amended. Seconded by Phil and approved with 4  
29 yes votes. Mike abstained.

30 Maggie moved to approve the minutes of 10/19/22 as amended. Seconded by Mike and approved with  
31 5 yes votes.

32 Economic Development Committee Interview – Will Patten

33 Will was present to apply for a position on the Economic Development Committee. Will talked about  
34 his ideas of investing in the community. Will said Hinesburg has an industrial history and now we are  
35 getting young companies coming to Hinesburg because people like living here.

Approved 11/16/22

36 Maggie moved to appoint Will Patten to the Economic Development Committee for a term ending  
37 4/1/25. Seconded by Mike and approved with 5 yes votes.

38 Presentation of Lot Town Common Final Conceptual Plan – Alex Weinhagen

39 Alex talked about the final conceptual design and potential costs.

40 The next step is to start site grading and address drainage. There is a cost estimate in the Board's packet  
41 for this work.

42 Potential next step is to think about possible design changes depending on planning for expansion of the  
43 Fire Station.

44 We need to prioritize what happens and how we make it happen by appointing a formal design  
45 committee. And to look at the FY 24 budget for including funds to do the site work next year.

46 Todd said information on the Fire Station will be coming soon. It has been narrowed down to two sites,  
47 one being lot 15 and the other to fit the renovated building on the existing lot including the land behind  
48 it.

49 Merrily said she would like to wait till we see what the best option is for the Fire Station as that is the  
50 priority.

51 Maggie advocates for getting the engineer design work and tree planting done as soon as we can next  
52 spring. And will advocate using some ARPA funds to get the basics done. The work of the committee  
53 will be grant writing and fund raising.

54 Phil said while making a final plan for the Fire Station he is for keeping the process moving forward and  
55 is for spending some ARPA money on this. Agrees a formal committee is a good step.

56 Mike agrees a committee is important. He agrees with Merrily and does not want to spend a lot of time  
57 and energy on this before we know where we are going with the Fire Department.

58 Dennis agrees with Mike and Merrily on waiting till we have the information on the Fire Department.

59 Phil asked Todd about the timing. Todd said hopefully by mid-November we will have a final conceptual  
60 layout for lot 15 and existing site cost estimates. There would then be a public meeting on that. Todd  
61 added that forming a committee for this could go along with Maggie's idea of revitalizing the Village  
62 Steering Committee, this could be the first real project they take on.

63 Dennis asked if the Town will be the general contractor for the project. Todd said we will not, included  
64 in the estimate for site work was construction oversight. Dennis suggested looking at that as there may  
65 be Town residents that would donate some time like was done at the Wainer Park.

66 Merrily reviewed a possible timeline. In December a presentation will be made to the public with  
67 options, including costs. After that the Selectboard makes a decision on which way to go. At that time,  
68 it would be clear what land is needed for the Fire Station and what is available for the park. By the end  
69 of January that should be clear.

70 Mike said he agrees with the idea of the of the Village Steering Committee taking this on. This way lot 1  
71 is not done in a vacuum but we are recognizing the entire village and all that is around it.

72 Alex feels it makes sense to wait till the end of January to put together a committee to work on this.

73 Approval of Revised Revolving Loan Fund Guidelines – Alex Weinhausen

74 Alex reviewed the proposed revisions to the Revolving Loan Fund Guidelines. The update will allow both  
75 affordable housing and economic development uses. Businesses are getting a loan that is paid back with  
76 interest. Affordable Housing will be a grant and not paid back. Alex said there would be \$100,000  
77 assigned to affordable housing of the current available balance and the remainder assigned to economic  
78 development maintaining more funds for economic development. Todd said the available  
79 unencumbered funds are \$164,000 as there are active current loans.

80 Merrily moved to approve the revision to the Revolving Loan Fund. Seconded by Maggie.

81 Phil thanked everyone for this elegant solution and is glad funds will be left in the Revolving Loan Fund.  
82 We are expecting a surge in housing and to this is a great solution to support affordable housing.

83 Alex said the Board should specify the revision is as drafted with an amendment to specify the split  
84 between usage for affordable housing and economic development. \$100,000 for affordable housing  
85 and remaining balance for economic development projects.

86 Merrily clarified her motion. To revise the Hinesburg Revolving Loan Fund Policies and Guidelines to  
87 allow use of the fund for affordable housing projects, per the draft revisions dated October 12, 2022.  
88 With the added restriction of \$100,000 being available for affordable housing and the balance for  
89 economic development. Seconded by Maggie.

90 Carl said the Housing Committee has not discussed this but he is sure they would support having  
91 \$100,000 available from the Revolving Loan Fund. They do not want to see the RLF disappear and  
92 support having some remain to be loaned out to businesses. The committee is hoping to start FY24 with  
93 \$100,000 to have for other projects.

94 Motion voted and approved with 5 yes votes.

95 Merrily moved to award Cathedral Square and Evernorth a \$50,000 grant from the Hinesburg Revolving  
96 Loan Fund to support the Kelley's Field 2 Affordable Senior Housing project as approved by the  
97 Hinesburg Development Review Board on July 19, 202. Seconded Maggie and approved with 5 yes  
98 votes. Carl said the Affordable Housing Committee can make a formal motion at their next meeting on  
99 this.

100 Mike asked if the Town can invest money into the RLF to replenish it. Todd will look into this.

101 Consider Approving Municipal Planning Grant Application – Alex Weinhausen

102 Alex explained this is an annual grant. The project they are applying for is a community engagement  
103 project for the revision of the Town Plan.

104 Maggie moved to adopt the FY 23 Municipal Planning Grant resolution, and authorize Town staff to  
105 submit the application. Seconded by Phil and approved with 5 yes votes.

106 Determine Employee Share for MVP High Deductible Plan

107 Todd explained the new plan being offered is potentially a way to save money in premiums for the Town  
108 and employee.

109 Dennis asked how many employees opt out now and do we think this plan will encourage them to take  
110 the Town Insurance.

111 Joy said tomorrow there will be a training session for all employees. 6 or 7 opt out at this point. There  
112 were 3 employees who have the current insurance who are interested and 1 who is an opt out.

113 Merrily moved to approve a 5% employee share for the MVP Silver 4 High Deductible Health Plan.  
114 Seconded by Maggie and approved with 5 yes votes.

115 Consider Approval of Richmond Rescue Contract

116 Todd said the three year contract states there will be no more than a 3% increase annually. The budget  
117 submitted for FY 24 is level funded.

118 Phil moved to approve the contract as shown with Richmond Rescue. Seconded by Dennis and  
119 approved with 5 yes votes.

120 Liquor License Application – Baldwin Enterprises, LLC dba Bucky's Pub

121 Tony said Edward Baldwin will be taking over running Bucky's Pub and according to the State rules  
122 Edward has to apply for his own license. There will be a transition point and at that time Tony will give  
123 up his license.

124 Maggie moved as the Local Liquor Control Board to approve the first class license application for  
125 Baldwin Enterprises LLC d/b/a Bucky's Pub. Seconded by Mike and approved with 5 yes votes.

126 Review Draft Capital Plan

127 Todd said as drafted there is an increase of \$35,000.

128 The Board reviewed what the increase is attributed to.

129 Town Manager Report

- 130
- we received six proposals for the Public Safety Strategic Plan
  - 131 • applications for Director of Public Works are due Friday
  - 132 • Town Hall Committee meeting had good feedback
  - 133 • roadwork to the Lyman Meadow reservoir has started
  - 134 • extra work on landfill was necessary due to exposed garbage not previously found that needed
  - 135 covering
  - 136 • work on Richmond Rd intersection scheduled for the 20<sup>th</sup> and 21<sup>st</sup>
  - 137 • auditors are starting the field work
  - 138 • Lantman's intersection/sidewalk work started. Todd will be looking to request to apply for a
  - 139 grant for more funding.

140 Consider Approval of Warrants and Payroll

141 Mike moved to approve the warrants signed by herself, Maggie and Mike, including payroll, as  
142 submitted by the Town Treasurer. Seconded by Dennis and approved with 5 yes votes.

143 Adjourn

144 Mike moved to adjourn at 9:05 p.m., seconded by Maggie and approved with 5 yes votes.

145 Respectfully submitted,

146 Valerie Spadaccini, clerk of the Board

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