



Town of Hinesburg
10632 Rte. 116
Hinesburg, VT 05461
www.hinesburg.org
(802) 482-2281

SELECTBOARD AGENDA

October 20, 2021

7:00PM

MEETING WILL BE HELD IN-PERSON & REMOTELY
FACE MASKS REQUIRED FOR IN-PERSON ATTENDANCE

Join Zoom Meeting

<https://us06web.zoom.us/j/81909634077?pwd=ckIwZG5FbFhrMktCa2lSZi93TjNuUT09>

Dial by your location

+1 929 205 6099 US (New York)

Meeting ID: 819 0963 4077

Passcode: 495155

Link to meeting on Media Factory: <https://www.mediafactory.org/hinesburg>

You can also view on Comcast Ch.1084

- | | |
|---------------------------------------------------------------------------|--------|
| 1. Meeting Call to Order | 7:00PM |
| 2. Agenda Additions or Deletions | 7:00PM |
| 3. Public Comment | 7:05PM |
| 4. Selectboard Forum | 7:15PM |
| 5. Approve Minutes of 9/15/21, 9/23/21, 10/1/21 & 10/16/21 | 7:25PM |
| 6. Chittenden County Regional Planning Commission Annual Report | 7:35PM |
| 7. Lake Iroquois Association Update – Shannon Kelley | 7:45PM |
| 8. Mojo Update and Request for Removal of Orders – Michelle Sudol | 7:55PM |
| 9. South Boutin Road Improvement & Easement Request – Robert & Anne Frost | 8:05PM |
| 10. Consider Approval of Applying for a Transportation Alternatives Grant | 8:15PM |
| 11. Town Meeting 2022 Voting and Budget Discussion | 8:25PM |
| 12. Town Manager's Update | 8:45PM |
| 13. Consider Approving Warrants | 8:55PM |
| 14. Adjourn | 9:00PM |

Questions or comments during the live broadcast? Email selectboard@hinesburg.org and those questions or comments may be read during the meeting. *All times are approximate. For meeting materials, please visit: <https://www.hinesburg.org/select-board>* Contact the Town Manager if you have questions: totit@hinesburg.org; or 482-4206

1 **SELECTBOARD MEETING DRAFT**

2 September 15, 2021

3 Attending the meeting; in person / Maggie Gordon, Dennis Place, remotely was Merrily Lovell, Phil
4 Pouech and Mike Loner.

5 In person /Todd Odit, Joy Dubin Grossman, Jason Turner. Remotely was Renee Mobbs, James Jarvis, Jamie
6 Martell, Scooter MacMillan, Janet Francis.

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

8 There were no changes to the agenda and no public comment.

9 Selectboard Forum

10 Phil said he appreciated the packet and memos put together by Todd for the Board's review. He asked
11 Todd for an update on the crosswalk request by Annette's Daycare during the Town Manager report.

12 Approve Minutes of 9/1/21

13 Phil moved to approve the minutes of 9/1/21 with any changes made tonight. Second by Mike and
14 approved with 5 yes votes.

15 Consider Enforcement of Zoning Violation at 88 Charlotte Rd (Jake's Tree Service)

16 Phil said there is clear documentation of the history of actions regarding the violation. Not much has been
17 done to correct the violation He also has noticed some very smelly bon fires at the location.

18 Jim Jarvis, Zoning Administrator, said he is not aware of the fires. This appears to be a fairly industrial size
19 use. Jim added this has been dealt with in a progressive and sensitive action which has all been
20 documented.

21 Maggie moved to authorize the Zoning Administrator to engage the Town Attorney in order to enforce
22 the Jake's Tree Service zoning violation. Second by Phil and approved with 5 yes votes.

23 Discuss Abandonment of Observatory Rd Spur Request

24 Todd noted the Town never adopted this a road, if they choose to convey the parcel there is no need to
25 follow the process to discontinue a highway. It would be done as a land conveyance.

26 Phil said he has gone up and looked at the area. He is not in favor of considering selling this piece of
27 property, it provides good access to the closed landfill which at some point could be used as a recreational
28 area.

29 Merrily agrees with Phil and said she also went to look at it and there are a lot of nice trails for walking on
30 the land.

31 Mike agreed with Merrily's assessment.

32 Dennis asked if we do not give it up, would it make sense to make it a class 4 road. How will the Mobbs
33 access their land, will they have to build another road? Todd explained the Mobbs have a right to use
34 that land to access their land.

35 Renee Mobbs said they have a deeded right-of-way. She said she would be concerned if she was the
36 person responsible for maintaining it, if it would be used for a Town trail or Town recreation. She added
37 it seemed odd to her that non Town insured contractors would be mowing the landfill, this seems like a
38 liability issue. She asked if the Board has talked with Mike Anthony about his opinion about the road.

39 Mike L said he talked with Mike A who said maintaining the road is not something he is looking to do.
40 When Mike L mentioned the conversation with the Mobbs, Mike A said he did not recall having a
41 conversation with them about maintaing the road.

42 Renee said she would hope the Town would require appropriate insurance from anyone mowing it.

43 Maggie said the Planning Commission is reviewing the R1 zoning district and we have no idea what future
44 trail connections might be proposed and feels it would be short sighted to give up a potential trail
45 connection.

46 Phil moved to not consider the abandonment of the Observatory Rd spur at this time. Second by Mike
47 and approved with 5 yes votes.

48 Consider Approval of Temporary Transport Contract with Richmond Rescue

49 Phil noted the price is what Richmond quoted before and it seems to be an appropriate interim measure.

50 Dennis said Hinesburg Frist Responders do a great job and are the scene well before the ambulance.

51 Mike moved to approve the ambulance transport service with Richmond Rescue for October 1, 2021
52 through June 30, 2022 for a total cost of \$36,000. Second by Maggie and approved with 5 yes votes.

53 Consider Approval of Town Hall Computer Network Management Contract

54 Todd provided the Board with more information as requested at the last meeting.

55 Maggie noted she talked with Amy Grover, Bolton Town Clerk. They just signed their second contract with
56 the Techgroup. They are pleased with the service, the Techgroup stays within the budgeted amount and
57 for anything outside the contract they provide estimates for the work.

58 Dennis said the IT employee at his work has worked with the Techgroup in the past and said they are very
59 reputable. Unfortunately, there is a cost to dealing with cyber security.

60 Mike noted we are currently spending about \$500 in tech support with them. While this would be an
61 increase, it will provide a lot more services.

62 Maggie moved to approve the Essential Care Managed Services at \$560.00 a month and the Vermont
63 Cloud Data Restoration Platform at \$210.00 a month. Second by Phil. Todd noted that if they go for an
64 additional year (a three year contract)they will save the onboarding fee Of \$850.00.

65 Maggie amended her motion to include the wording "approve a three year contract". Phil agreed to the
66 amendment. The amended motion vas voted and approved with 5 yes votes.

67 Consider Adoption of Personnel Policy Manual

68 Todd said he has shared a copy with departments heads. This is taken from the VLCT model so it has been
69 vetted and is more specific than the current one.

70 Todd noted the removal of comp time for salaried employees as that is not appropriate / limiting flexing
71 of holidays to one / and the new social media section. This is a living document and can be changed as
72 appropriate.

73 Phil suggested language that would ask the TM to inform the SB, when appropriate, if there is a case of
74 suspected fraud or disciplinary action the employee wants to appeal. Phil asked about the change in the
75 health insurance opt out from a set fee to a percentage and what the financial impact of that is.

76 Todd said he agrees about informing the SB but is not sure the Personnel Policy is the appropriate place
77 to include that.

78 Todd said it is about a \$2000.00 increase in cost to the Town for opt of for an employee that receives the
79 benefit. The idea is to make it more attractive for an employee who has the option to out which saves
80 the Town money on insurance

81 Merrily suggests addressing the TM informing the Board, when necessary, at the retreat to talk about
82 where that might be included. Todd suggested the Board Code of Conduct document.

83 Merrily said she sees that the policy covers the Police and Fire department employees, it also covers what
84 are considered "volunteer" fire department employees. She finds the term volunteer employee
85 confusing. Phil said while they are volunteers, they are paid by the Town. Todd pointed out the section
86 in the policy that addresses volunteers.

87 Maggie moved to approve the Town of Hinesburg Personnel Policy Manual dated 9/20/21. Second by
88 Mike and approved with 5 yes votes.

89

90 Consider Revision to Sidewalk Winter Maintenance Policy

91 Phil moved to modify the Sidewalk Winter Maintenance Policy to allow earlier removal of snow in
92 anticipation of larger storms prior to 4 inches of accumulation. Second by Mike and approved with 5 yes
93 votes.

94 Consider Employee Request for Financial Support for Vermont Leadership Institute

95 Joy Dubin Grossman said she has wanted to attend the Vermont Leadership program for years and has
96 been encouraged to do so. She is excited to become a better leader and is looking for the Town to support
97 her.

98 Phil said the program was transformational for him and supports the request. He added Joy has proven
99 she values the Town and is a good Town employee and this will help make her a better leader.

100 Todd said he took a similar program and as Phil said it was eye opening. He believes investing in your
101 leaders is a good thing.

102 Maggie said she spoke with Joy earlier about this and said she wants Hinesburg to be a town that supports
103 employee opportunities.

104 Phil moved to support the request as outlined in the Board's packet by Joy Dubin Grossman and support
105 her attendance in the Vermont Leadership Institute Program for 2021. Second by Merrily and approved
106 with 5 yes votes.

107 Consider Approval of Contract #1 Step III CWSRF Amendment

108 The amendment is to increase the loan amount by \$170,000.00.

109 Mike moved to approve submitting the Clean Water Revolving Loan Fund Amendment seeking and
110 increase of \$170,000.00. Second by Maggie and approved with 5 yes votes.

111 Consider Approving Bond Anticipation Note for Wastewater Improvement Project

112 Maggie moved to approve the Bond Anticipation Note for the Wastewater Improvement Project. Second
113 by Mike and approved with 5 yes votes.

114 Town Manager Update

- 115 • Engineering quote for the traffic and crosswalk study at Annette's Daycare was higher than
116 anticipated. Todd will go back to them to see if it can be reduced. If not, the default is to remark
117 the crosswalk at the church and improve signage and see about doing a speed study to reduce
118 the speed in that area.
- 119 • Regarding the speed limit at the South end of Town on Rt116, Todd received notice from the State
120 that they will initiate the speed study. Mike asked about the 35 mph limit on Mechanicsville Rd.
121 if the limit is reduced to 25 mph toward the end of Pond Rd. Todd will check into addressing that.
122 Dennis asked about the 50 mph limit North on Rt 116 as it is a very populated area and there are
123 a high number of accidents by the Place Rd intersection. Todd said he can ask the State to if it
124 can be added to the speed study.
- 125 • The Town has received half of the ARPA funds we will be getting.
- 126 • A new highway employee has started. There is one position left to fill for highway.
- 127 • The owner of Theo, dog in the viscous dog hearing, called and said they could not bring the dog
128 to the appointment for euthanasia. They said they will reschedule for next week. The Police
129 Department has started drafting a warrant to the get the dog and impose civil fines if needed.

130 Phil mentioned interest from residents on the Richmond Rd sidewalk. As far as the intersection road re-
131 alignment it will be delayed till Spring.

132 Joy said she is looking at putting together some language regarding the formation of a Diversity, Equity
133 and Inclusive Committee as has been discussed for some time. She will be looking for individuals who are
134 interested in serving on this committee. Mike asked if we should form the committee first and then look
135 for people to serve on it. Joy said she thinks it might be able to be done simultaneously. She will talk
136 further with Mike on this.

137

138 Jason Turner was present in hopes of getting an update on the water situation regarding the landfill.

139 Joy said the Town has received three proposals for the work. They are very different and Joy needs to
140 talk with them further about their proposals.

141

142 Consider Approving Warrants

143 Maggie moved to approve the warrants signed by herself and Merrily, including payroll, as submitted by
144 the Town Clerk. Second by Phil and approved with 5 yes votes.

145 Adjourn

146 Phil moved to adjourn at 8:59 p.m., second by Mike and approved with 5 yes votes.

147 Respectfully submitted,

148 Valerie Spadaccini, clerk of the Board

1 **SELECTBOARD MEETING DRAFT**

2 September 23, 2021

3 Attending the meeting; in person / Merrily Lovell, Maggie Gordon, and Mike Loner. Absent: Phil Pouech,
4 Dennis Place.

5 In person /Todd Odit, Town Manager.

6 Members of the public: Benjamin Marks.

7 Meeting called to order at 7:05 p.m.

8 There were no changes to the agenda and no public comment.

9 Selectboard Forum

10 None

11 Consider Approval of CWSRF Final Design Loan Agreement

12 Mike Loner moved, and Merrily Lovell seconded, to approve the CWSRF Final Design Loan Agreement in
13 the amount of \$485,200. The motion passed 3-0

14 Consider Approval of CWSRF Construction Loan Agreement

15 Mike Loner moved and Merrily Lovell seconded, to approve the CWSRF Construction Loan Agreement in
16 the amount of\$,2575,000. The motion passed 3-0.

17
18 Mike Loner moved and Merrily Lovell seconded, to adjourn the meeting at 10:08 am. The motion passed
19 3-0.

20 Respectfully submitted,

21 Todd Odit, Town Manager

1 **SELECTBOARD MEETING DRAFT**

2 October 1, 2021

3 Attending the meeting in person: Merrily Lovell, Maggie Gordon, and Mike Loner, Phil Pouech, Dennis
4 Place.

5 In person: Todd Odit, Town Manager; Joy Dubin Grossman, Assistant Town Manager

6 Members of the public: Benjamin Marks, Susan Smiley, Jason Turner.

7 Meeting called to order at 3:05 p.m.

8 There were no changes to the agenda.

9 Public Comment

10 Benjamin Marks introduced himself as being a representative of Acorn Solar, the group that is working to
11 install a solar array on the town landfill. He was there to understand the schedule of the landfill consultant
12 as it relates to the solar project.

13 Jason Turner introduced himself as being the homeowner whose well is contaminated with methylene
14 chloride. He requested that the ask the consultant to move up the time of the installation of the Point of
15 Entry System for his household water supply.

16 Selectboard Forum

17 None

18 Consider Approval of Contract for Landfill Site Investigation & Inspection

19 Joy gave the Selectboard an overview of the proposals received from Lincoln Applied Geology, KAS, and
20 Stone Environmental. Based on her analysis, conversations with references and others, Joy concluded
21 that the proposal from Stone Environmental was the most responsive to the Town's needs and
22 therefore recommended that the Selectboards accept their proposal.

23 Board members discussed the proposal and asked questions regarding the monitoring wells, testing of
24 additional drinking supplies, testing of Beecher Brook, remediation, landfill cap integrity, Point of Entry
25 Treatment systems and the proposed work schedule.

26 Following the discussion there was general agreement that while the most expensive, the proposal from
27 Stone Environmental was the most responsive.

28 Phil Pouech moved and Mike Loner seconded, to approve the Stone Environmental proposal related to
29 the work the town is required to do on the old landfill. The motion passed 5-0.

30 Maggie Gordon moved and Mike Loner seconded, to adjourn the meeting at 3:30 pm. The motion passed
31 5-0.

32 Respectfully submitted,

33 Todd Odit, Town Manager

1 **SELECTBOARD MEETING DRAFT**

2 October 6, 2021

3 Attending the meeting in person: Merrily Lovell, Maggie Gordon, and Mike Loner, Phil Pouech, Dennis
4 Place.

5 In person: Todd Odit, Town Manager; Joy Dubin Grossman, Assistant Town Manager; Facilitator Sue
6 McCormick; Facilitator Susan Clark.

7 Meeting called to order at 9:15 a.m.

8 There were no changes to the agenda.

9 Public Comment

10 There was no public present.

11 Selectboard Forum

12 Merrily Lovell asked for an update on the Richmond Road Intersection project later in the meeting.

13 Mike Loner inquired about the status of mowing along the sidewalk near NRG. Staff replied that they had
14 not heard from the State but could contact Whal to see about them cutting it one time.

15 Facilitated Retreat

16 Led by facilitator's Sue McCormack and Susan Clark, the Selectboard and staff members present went
17 through sessions focusing on key issues; priorities; goals; Selectboard and staff values;
18 manager/Selectboard form of government.

19 Draft FY23 Capital Budget and Town Meeting Articles

20 The Selectboard and staff reviewed the draft capital budget to date and the philosophy behind it. There
21 was also discussion about warning the town budget as one single budget as opposed to 4 separate
22 budgets. No decisions were made.

23 Mike Loner moved and Maggie Gordon seconded, to adjourn the meeting at 3:03 pm. The motion passed
24 5-0.

25 Respectfully submitted,

26 Todd Odit, Town Manager

Cell (802) 735-3500
www.ccrpcvt.org



From: Todd Odit <todithvt@gmavt.net>
Sent: Wednesday, September 1, 2021 8:10 AM
To: Charles Baker <cbaker@ccrpcvt.org>
Subject: Re: CCRPC annual report to your municipality

Hi Charlie,

How about 10/20 for Hinesburg?

Todd

From: "cbaker" <cbaker@ccrpcvt.org>
To: "cbaker" <cbaker@ccrpcvt.org>
Sent: Friday, August 27, 2021 10:53:18 AM
Subject: CCRPC annual report to your municipality

Dear Municipal Mayors, Managers, Administrators, and Clerks,

Please let me know a good date to get on your municipal Council, Village Trustees, or Selectboard agenda to review our annual report and hear from your elected body. I would like to get these scheduled for September and October before you get into heavy budget work with them. Thanks for your help!

Best regards,
Charlie

Charlie Baker, Executive Director
Chittenden County Regional Planning Commission
110 West Canal Street, Suite 202
Winooski, VT 05404
Cell (802) 735-3500
www.ccrpcvt.org



FY2021 ANNUAL REPORT

Hinesburg

The Chittenden County Regional Planning Commission (CCRPC) is a political subdivision of the State created by the municipalities of Chittenden County in 1966 for the development of policies, plans and programs that address regional issues and opportunities in Chittenden County. Its vision is to be a pre-eminent, integrated regional organization that plans for healthy, vibrant communities, economic development, and efficient transportation of people and goods while improving the region's livability. The CCRPC serves as the region's federally designated metropolitan planning organization (MPO) and is responsible for comprehensive and collaborative transportation planning involving municipalities, state and federal agencies and other key stakeholders in Chittenden County. The CCRPC works to ensure implementation of the regional transportation plan and provides technical and planning assistance to its member municipalities and the Vermont Agency of Transportation (VTrans).

The CCRPC is governed by a 29-member board consisting of one representative from each of the County's 19 municipalities; transportation representatives from VTrans, Green Mountain Transit (GMT), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Burlington International Airport (BIA), and a rail industry representative; and, at-large members representing the interests of agriculture, environmental conservation, business, and housing/socio-economic. The legislative body of each Chittenden County municipality selects its own representative and alternate. The full CCRPC selects the at-large representatives.

The CCRPC appreciates the continued opportunity to work with its municipal members to plan appropriately for the region's future to protect and improve the special quality of life that is shared throughout Chittenden County. In FY21, the CCRPC invested more than \$4.8 million in regional land use, transportation, emergency management, energy, natural resources, public engagement, training, and technical assistance. The program leverages more than \$4.3 million in Federal and State investment with \$250,400 in municipal dues and another \$242,500 in local match for specific projects—a 10:1 return on local investment.

Hinesburg representatives to the CCRPC Board and other committees in FY21 were:

- CCRPC Representative: Michael Bissonette | CCRPC Alternate: Andrea Morgante
- Transportation Advisory Committee (TAC): Andrea Morgante
- Planning Advisory Committee (PAC): Alex Weinhagen
- Clean Water Advisory Committee (CWAC): Merrily Lovell

Specific activities the CCRPC is engaged in with Hinesburg, as well as CCRPC's regional activities, are discussed in the following sections.

Hinesburg Activities

In FY2021, the CCRPC provided assistance to Hinesburg on the following projects and initiatives:

- **Municipal Project Management:** The CCRPC has been filling in as the Municipal Project Manager (MPM) for the Village South Sidewalk design and construction project in Hinesburg, which is 80% funded through a VTrans Bicycle and Pedestrian grant award. In FY21, CCRPC staff reviewed right-of-way plans, easement deeds, design plans, and consultant invoices.
- **Water Quality Planning Assistance:** The CCRPC continued to provide assistance with Municipal Roads General Permit (MRGP) compliance and the Grants-In-Aid Program. Using FY20 Grants-in-Aid funding, CCRPC and municipal staff worked to implement upgrades for two segments on Hayden Hill West Road. Additionally, CCRPC staff worked with a pre-selected water quality consultant to develop conceptual plans and cost estimates for various segments on Lincoln Hill Road. CCRPC staff also helped develop an FY22 Better Roads application for future stormwater improvements on Lincoln Hill Road. Furthermore, staff reviewed and sent REI updates to the DEC data portal before the December 31st, 2020, deadline.
- **Emergency Management – LEMP:** CCRPC staff offered assistance in preparation of the annual Local Emergency Management Plan (LEMP), to ensure that Hinesburg identified a chain of command for efficient response in the event of an emergency.
- **Geographic Information Systems:** CCRPC staff created an online map for the Hinesburg Natural Resource Committee (<https://map.ccrpcvt.org/hinesburgnaturalresourcesviewer/>)
- **Traffic Counts:** Due to COVID-19, the CCRPC's ability to conduct traffic counts in FY21 was limited. Traffic counts conducted in previous years in support of Hinesburg's transportation projects and studies can be found here: (<http://vtrans.ms2soft.com/>).
- **Elders and Persons with Disabilities (E&D) Transportation Program:** The E&D transportation program in Chittenden County has continued to adapt under the changing conditions of the COVID-19 pandemic. Throughout much of the fiscal year, the E&D program had been operating at around 50% of the original ride capacity due to COVID-19 restrictions. However, despite these challenges, the E&D program still delivered vital transportation assistance to older adults and persons with disabilities in Hinesburg. In FY21, 328 trips were provided to Hinesburg residents as part of this program.
- **Technical Assistance:** CCRPC staff provided a variety of technical assistance to the Town, including:
 - Met with the Town of Hinesburg and the U.S. Economic Development Administration (EDA) to discuss an EDA application to upgrade Hinesburg's wastewater facility.
 - Reviewed the draft Enhanced Energy Plan and associated Town Plan amendments and prepared a staff report regarding the Plan for the CCRPC's Planning Advisory Committee (PAC).

Hinesburg Projects in the Transportation Improvement Program (TIP)

The TIP (<http://www.ccrpcvt.org/our-work/our-plans/transportation-improvement-program/>) is a prioritized, multi-year list of transportation projects in Chittenden County. To receive federal funds,

each transportation project, program or operation must be authorized through the TIP. Hinesburg projects included in the TIP are listed below. These projects are also identified in the FY21 Vermont Agency of Transportation Capital Program for design or construction.

- **Village South Sidewalk:** 2016 Bike/Ped grant of \$120,500 and a 2018 Bike/Ped grant of \$114,400 for the construction of a sidewalk on VT 116 from the school to the Norris property. Construction scheduled for FY2023.
- **VT 116/CVU Road Improvements:** \$4 million for safety improvements including left turn lanes. Construction scheduled to be completed in 2021.

Regional Activities

- **ECOS Plan Implementation:** The CCRPC continues to implement the strategies of the [2018 Chittenden County ECOS Plan](#). The ECOS Plan (Environment; Community; Opportunity; Sustainability) is the regional plan for Chittenden County and combines three plans into one: The Regional Plan, the Metropolitan Transportation Plan, and the Comprehensive Economic Development Strategy. The 2020 ECOS Annual Report includes some of the data we report on annually, as well as indicators of disparities that have resulted from systemic racism in our nation and community, as well as indicators associated with the COVID-19 pandemic. This intentional focus on race, equity, and the COVID-19 pandemic marks the commitment of the ECOS Leadership Team to address these challenges (<http://www.ecosproject.com/2020-annual-report>). In addition, the ECOS Scorecard hosts the ECOS Partners' shared measurement and indicator system that monitors how Chittenden County is doing relative to achieving our shared ECOS goals (<https://app.resultsscorecard.com/Scorecard/Embed/8502>).
- **Legislative Forum:** On December 8th, the CCRPC hosted a Legislative briefing to serve as a forum for municipal representatives and legislators to connect on a few important topics for the upcoming legislative session, including: Act 250 changes, housing, broadband, water quality funding, regional dispatch, energy/climate, cannabis, the economy and workforce, transportation investments, property tax implications of Covid-19 and racial equity (<http://www.ccrpcvt.org/about-us/commission/policies-positions/>).
- **Public Engagement & Racial Equity:** Achieving a healthy, inclusive, and prosperous future for Chittenden County is the vision of our Regional ECOS Plan. However, the ECOS partners know we cannot achieve that future without addressing the systemic racism in our community. While addressing inequity has been one of the eight key strategies in the ECOS Plan since 2013, there is much work to be done. Throughout the past fiscal year, CCRPC staff have started to plan for the update of the **2014 Public Participation Plan** (PPP: <http://www.ccrpcvt.org/our-work/our-plans/public-participation-plan/>) with a renewed focus on analyzing inequities in all sectors of our work to ensure that we actively eliminate barriers and foster an inclusive and meaningful public engagement for all planning and policy work we do – this meaningful engagement is the foundation that leads to actions that meet the needs of our diverse community. In FY20, the CCRPC continued to address issues related to racial and economic disparities through the following actions:

- Hiring a consultant, Creative Discourse, to address racial equity within the organization.
 - Established a CCRPC Racial Equity Leadership Team.
 - Facilitating, providing, and/or taking advantage of educational opportunities for our staff, municipalities, and other local and regional partners that address inequities and advance anti-racism efforts.
 - Strengthening existing relationships and partnerships and forging new ones with Vermont organizations working to advance anti-racism efforts.
 - In FY21 we will be holding an Equity Summit and examining our organization's policies, practices, culture, and services through the lens of anti-racism and white privilege to ensure they reflect our commitment to racial justice.
- **Building Homes Together:** The Building Homes Together campaign was initiated by the CCRPC, Champlain Housing Trust, and Housing Vermont (now Evernorth) in 2016. The campaign, supported by over a hundred local and state officials, nonprofits, businesses, and individuals, set a five-year goal of 3,500 new homes in Chittenden County with 20% of them permanently affordable. This amounts to an annual target of 700 overall homes with 140 affordable; the average over the first four years is 787 homes, and only 112 of them affordable. While the 2020 annual progress report showed continued overall success in new housing being created, there is still a persistent lack of affordable homes in our region. More information can be found at <http://www.ecosproject.com/building-homes-together/>.
 - **Public Health:** In response to remote work, education, health care, and other needs prompted by the COVID-19 pandemic state of emergency, the CCRPC has been assisting state agencies and municipalities with a number of pandemic-related planning efforts through the following actions:
 - Identification of locations with free public Wi-Fi for access to the internet.
 - Support with COVID-19 information sharing between Vermont Emergency Management, municipalities, and other partners.
 - Participation in the Governor's COVID press conferences and Vermont Emergency Management's municipal official meetings.
 - **Emergency Management:** During the unprecedented time of global response to the COVID-19 pandemic, CCRPC staff worked with municipalities, state health officials, and the public to relay important updates, resources, and general information about the pandemic. A COVID-19 Municipal Response webpage was maintained (<https://www.ccrpcvt.org/covid-19/>). CCRPC staff assisted Chittenden County municipalities with applications for the Local Government Expense Reimbursement (LGER) grant program to help cover the cost of eligible COVID-19 expenses such as supplies, facility alterations and overtime compensation. In addition to focusing resources on addressing the pandemic in our region, the CCRPC hosted the final meetings of Local Emergency Planning Committee (LEPC 1, <http://www.ccrpcvt.org/about-us/committees/local-emergency-planning-committee/>) and worked with the state on the transition to a statewide LEPC starting in July 2021. CCRPC staff participate in a wide array of emergency management-related workshops and exercises to enhance resilience to disasters in our region. The CCRPC also served as the local liaison between municipalities and the state to collect damage assessment information after significant storm events, helped with emergency preparedness for hazardous materials incidents, collected information from each municipality

on annual implementation of hazard mitigation activities, and worked with municipalities to complete Local Emergency Management Plans.

- **Regional Energy Planning:** The CCRPC has been continuing to move forward with initiatives to support the Region's Enhanced Energy Plan (<http://www.ccrpcvt.org/our-work/our-plans/regional-energy-plan/>). Implementation activities funded by Efficiency Vermont in FY21 included: Weatherization Wednesdays, a Button-Up Vermont event, statewide RPC roundtables, energy data reporting and training, energy committee technical assistance, and electric vehicle education webinars.
- **Chittenden County I-89 2050 Study:** The CCRPC in collaboration with VTrans, municipalities, and other interested parties is conducting the I-89 2050 Study to assess safety, capacity, multimodal access, resilience, and other transportation and land use issues along the I-89 Corridor and its interchanges within Chittenden County; and to develop a comprehensive multimodal investment plan through 2050. A Vision was established for the I-89 Corridor, as an interstate system (mainline and interchanges) that is safe, resilient, and provides for reliable and efficient movement of people and goods in support of state, regional, and municipal plans and goals. To date, the study evaluated existing multimodal conditions along the I-89 Corridor and its interchanges; evaluated numerous new and improved interchange alternatives; conducted extensive outreach to the public including underserved populations, municipal officials, and other stakeholder groups; and developed bundles of multimodal corridor improvements that will be evaluated in the next phase of the I-89 2050 Study. For more information, please visit the project website at <https://envision89.com/>.
- **Transportation Demand Management:** In partnership with VTrans, CCRPC staff continued the **Way to Go! School Challenge** (www.waytogovt.org) as a school-focused K-12 program to encourage sustainable transportation and demonstrate the environmental and financial benefits of non-single occupant vehicle travel. Due to the impacts of COVID-19, the program shifted online to provide resources and encouragement as families were remote, and a two-week spring event was open to all Vermonters to encourage active movement. In 2020/2021, 97 schools signed up, with 32 schools actively participating. Over the course of the 2020-2021 school year, these schools ran 186 events with 20,967 instances of student engagement and 1,988 instances of faculty engagement. The CCRPC participated in CATMA's Employer Transportation Coordinator (ETC) Network program and events to learn from other ETC Network members about employee TDM benefits and programs. The CCRPC also continued to collaborate with regional TDM partners to evaluate strategies and policies to encourage sustainable modes of transportation such as walking, biking, ridesharing, vanpooling, transit, bikesharing and carsharing. TDM partners include: the Chittenden Area Transportation Management Association (CATMA), CarShare VT, the University of Vermont, Green Mountain Transit (GMT), Local Motion, Greenride Bikeshare, Go! Vermont/VTrans, and United Way.
- **Public Transportation Planning:** Throughout the past year, the CCRPC has been engaged with GMT in a wide variety of public transit planning projects and initiatives to support the continued development of a transportation system that is efficient, equitable and environmentally sustainable. In FY21, the CCRPC staff participated in Association for Commuter Transportation (ACT) meetings (<https://www.actweb.org/>), were involved in GMT's Operations Committee and Board meetings, served as a stakeholder for the Vermont Clean Cities Coalition's Future of Rural Transit Project (<https://vtccc.w3.uvm.edu/projects/future-of-rural->

[transit/](#)) and managed the Tri-Town Area (Jericho, Underhill, Cambridge) Transit Feasibility Study, which was completed at the end of June (<https://studiesandreports.ccrpcvt.org/wp-content/uploads/2021/07/Tri-Town-Study-Final-Report.pdf>).

- **Elders and Persons with Disabilities (E&D) Transportation Program:** The Chittenden County E&D Transportation Program supports community members through affordable transportation to medical appointments, access to fresh food at the grocery store, and social visits with friends and family. Following the comprehensive E&D program evaluation that began in FY19, the CCRPC has continued to collaborate with committee stakeholders, Green Mountain Transit (GMT), the Special Services Transportation Agency (SSTA) and United Way of Northwest VT to evaluate program improvements for E&D transportation. In FY21, the E&D Committee held four quarterly meetings to discuss program funding, volunteer driver utilization and opportunities to enhance transportation equity within our region.
- **Neighbor Rides:** Beginning in 2013, the CCRPC started to invest in United Way’s Neighbor Rides program to integrate volunteer drivers into human services transportation in order to increase access to transportation for seniors and persons with disabilities by offering a lower-cost option (<http://www.unitedwaynwvt.org/Neighbor-Rides>). In FY21, this program shifted its focus to work with community partners on a more collaborative volunteer driver strategy. However, as COVID-19 pandemic evolved, this goal was revised to focus on integrating health and safety strategies within the program.
- **Active Transportation Planning:** CCRPC staff collaborated with TDM partners and local municipalities to expand the Greenride Bikeshare system and convert the fleet to electric assist bicycles (www.greenridebikeshare.com). The CCRPC also promoted TDM strategies and provided bike/ped-related technical assistance to municipalities and businesses, assisted municipalities with bike/ped grant and UPWP applications, managed bike/ped-related UPWP projects, and conducted bike/ped counts on paths, designated bike lanes, and other roadways. The CCRPC also continued to host the webinar series from the Association of Pedestrian and Bicycling Professionals for municipalities and regional partners.
- **Clean Water:** The CCRPC’s water quality initiatives help to safeguard our clean drinking water, support our recreation and tourism industry, and make our municipalities more resilient to flood events. The CCRPC continues to host the Clean Water Advisory Committee and the MS-4 Sub-Committee (<https://www.ccrpcvt.org/about-us/committees/clean-water-advisory-committee/>) and provide guidance for the Vermont Clean Water Fund. CCRPC staff also joined the Lake Champlain Sea Grant Program Advisory Committee, participated in Vermont Clean Water Network meetings, assisted municipalities with developing stormwater master plans and implementing Clean Water Block Grant projects, supported education programs such as the Rethink Runoff (<http://www.rethinkrunoff.org>), assisted with watershed resiliency mapping, participated in water quality-focused policy discussions, and was appointed by the Vermont DEC to become the Clean Water Service Provider (CWSP) for the Northern Lake Champlain Direct Drainages, Basin (5). As the Basin 5 CWSP, the CCRPC will oversee the development and implementation of non-regulatory water quality improvement projects that reduce phosphorus loading into these streams and Lake Champlain.
- **Municipal Roads General Permit (MRGP) Compliance and Water Quality Planning Assistance:** CRRPC staff continues to work with all Chittenden County municipalities on meeting their

MRGP obligations. This includes evaluating segments through Road Erosion Inventories (REIs), tracking and documenting upgraded segments and outlets, and reporting to DEC. Staff also assists municipalities with the State's Grants in Aid (GIA) program, which allocates money to participating towns for stormwater improvements related to the MRGP. In FY2021, 13 Chittenden County municipalities signed up to participate in the GIA program; an estimated 38 non-compliant segments will be upgraded using the allocated \$253,000.

- **Intelligent Transportation Systems (ITS) and Bluetooth Technology:** Intelligent Transportation Systems (ITS) technologies enhance transportation safety and increase mobility through the integration of advanced communications technologies into transportation infrastructure. The CCRPC has continued to monitor Bluetooth devices that were deployed along five high-traffic corridors in Chittenden County. Real time speed data from this system will be utilized by the VTrans Advanced Transportation Management System (ATMS) and Traveler Information System (TIS) for the Tri-state 511 system. CCRPC has initiated an update to the ITS regional architecture including updates to the participant list, roles and responsibilities of regional interested parties, service packages, and the ITS project list.
- **Comprehensive Economic Development Strategy:** With federal funding from the US Economic Development Administration, CCRPC began work on a Comprehensive Economic Development Strategy (CEDS) for our region and the Addison, Rutland and Central VT regions -- collectively called the [West Central Vermont CEDS](#). Ultimately this document will help identify priority economic development strategies and projects and will be used by a variety of federal and state funding programs when making grant decisions.
- **Regional Technical Assistance:** This includes, but is not limited to, municipal technical assistance for various transportation issues, GIS mapping, and bylaw revisions, Act 250/Section 248 application reviews, grant administration and grant application assistance for plans, projects and initiatives at the local level that help advance the ECOS Strategies, Metropolitan Transportation Plan (MTP), and Transportation Improvement Program (TIP).
- **Lake Champlain Byway:** Chittenden County includes eight of the Byway's 22 communities: Milton, Colchester, Winooski, Essex Junction, Burlington, South Burlington, Shelburne, and Charlotte. CCRPC staff maintained the Byway website (<https://lakechamplainbyway.com/>) including a helpful Interactive Map (<http://map.ccrpcvt.org/lcbyway/>).

For further information about the CCRPC, please visit <http://www.ccrpcvt.org/> or contact CCRPC Executive Director, Charlie Baker: cbaker@ccrpcvt.org.

TOWN OF HINESBURG

TO: SELECTBOARD
FROM: TODD ODIT, TOWN MANAGER
SUBJECT: LAKE IROQUOIS ASSOCIATION UPDATE
DATE: 10/20/2021

Shannon Kelley of the Lake Iroquois Association will attend the meeting to present an update on their activities. While not the focus of the meeting, their budget request is included with this memo should there be any questions about it.

Zimbra**todithvt@gmavt.net**

Re: FY23 Budget Request

From : Shannon Kelly <shannon_kelly117@hotmail.com> Mon, Oct 04, 2021 08:56 AM
Subject : Re: FY23 Budget Request
To : Todd Odit <todithvt@gmavt.net>
Cc : Joy Dubin Grossman <jdubingrossman@gmavt.net>

Good morning Todd-

The October 20th meeting would work just fine. Thank you!

Best,

Shannon

Get [Outlook for iOS](#)

From: Todd Odit <todithvt@gmavt.net>
Sent: Monday, October 4, 2021 8:23:14 AM
To: Shannon Kelly <shannon_kelly117@hotmail.com>
Cc: Joy Dubin Grossman <jdubingrossman@gmavt.net>
Subject: Re: FY23 Budget Request

Hi Shannon,

I received the budget request. Would the 10/20 Selectboard meeting work for you? We are doing hybrid meetings so you can join remotely.

Todd

From: "Shannon Kelly" <shannon_kelly117@hotmail.com>
To: "Todd Odit" <todithvt@gmavt.net>
Cc: "Joy Dubin Grossman" <jdubingrossman@gmavt.net>
Sent: Sunday, October 3, 2021 6:12:45 PM
Subject: Re: FY23 Budget Request

Todd-

One request I meant to add is, at the appropriate time, I would like an opportunity to provide the Select Board with an update on LIA's activities over the past year. We usually do this each year and I would like to continue to do so if possible. Thank you!

Best,

Shannon

I come from a state that raises corn and cotton and cockleburs and Democrats, and frothy eloquence neither convinces nor satisfies me. I am from Missouri. You have got to show me."
-Willard Duncan Vandiver

From: Shannon Kelly <shannon_kelly117@hotmail.com>
Sent: Sunday, October 3, 2021 17:04
To: Todd Odit <todithvt@gmavt.net>
Cc: jdubingrossman@gmavt.net <jdubingrossman@gmavt.net>
Subject: Re: FY23 Budget Request

Hi Todd-

Thank you sincerely for meeting with Chris Conant and me the afternoon of September 20th.

Below is the Lake Iroquois Association's FY23 funding request from the Town of Hinesburg. Per your request for explanation of any increase, for several years we have requested \$15,000, including last year. However, the final approved amount for each of the last two years was \$7500.00. Given the Select Board's request last year to not use approved funds for herbicide, we were asked for a breakout of our expenditures, and I do so this year in a good faith effort to be transparent.

Total Request: \$15,000.00

Greeter Program: \$7,000.00

The Greeter Program is our 'front line of defense' against introduction of additional aquatic invasives to Lake Iroquois, and the Greeters are a critical extension of our aquatic invasives education and outreach efforts. The Greeters also operate a 'hot water boat wash station' to perform, with owner approval, a washdown of each watercraft prior to entering the Lake. We observed significant increases in usage in 2020 and 2021 (1608 and 1486 watercraft washed, respectively, up from 800 watercraft in 2019).

This program is largely grant funded by the Vermont Department of Environmental Conservation's Aquatic Nuisance Control Grant in Aid. However, a flat level of funding, combined with expanded efforts to establish greeter programs in other water bodies across the state has led to decreased funding levels for the organization. An increase of funds from other sources are required to fully support the program. The Town of Williston also handles payroll administration for this effort in kind at no expense to the Lake Iroquois Association, and the Hinesburg Fire Department provides fresh water for the boat wash station.

This year, the grant covered six weeks, while LIA funds covered nine weeks. The increased level of usage, and our subsequent goal of expanding Greeter hours will add cost. We plan to submit a request to the Town of Williston for a similar level of funding.

DASH (Diver Assisted Suction Harvesting): \$6800.00

This amount usually allows divers to complete one week of targeted hand pulling of Eurasian Watermilfoil (EWM). In 2022, DASH would focus on high traffic areas around the islands and on the west side of the lake.

Plant Survey: \$1200.00

This is a professional-level aquatic plant survey performed by the Darrin Freshwater Institute located at the Rensselaer Polytechnic Institute. This survey monitors presence, abundance, and location of native and invasive aquatic plants in Lake Iroquois.

The total cost of the survey is \$3200. The Richmond Conservation Commission (RCC) historically funds a portion of this effort. We have requested the RCC fund a portion of the survey again this year, and respectfully request the Town of Hinesburg fund a portion as well.

Thank you sincerely for your assistance guiding the organization through the budget process this year - we deeply appreciate it! Please do not hesitate to reach out to me via e-mail or my number below with any questions you might have.

Sincerely,

Shannon Kelly
President, Lake Iroquois Association
573-465-5629

I come from a state that raises corn and cotton and cockleburs and Democrats, and frothy eloquence neither convinces nor satisfies me. I am from Missouri. You have got to show me."
-Willard Duncan Vandiver

From: Lake Iroquois <info@lakeiroquois.org>
Sent: Wednesday, September 22, 2021 07:25
To: Shannon Kelly <shannon_kelly117@hotmail.com>
Subject: Fwd: FY23 Budget Request

----- Forwarded message -----

From: **Todd Odit** <todithvt@gmavt.net>
Date: Tue, Sep 21, 2021, 12:42 PM
Subject: FY23 Budget Request
To: Iarcresox <Iarcresox@gmavt.net>, Mary Jo Brace <mjbrace@aol.com>, katekelly01 <katekelly01@gmail.com>, Melissa Levy <mjlevy718@gmail.com>, vbrreiss <vbrreiss@gmavt.net>, <jadavis@peakcm.com>, <info@lakeiroquois.org>, Pat Mainer <mainers@gmavt.net>, Oren Guttman <oren.guttman@gmail.com>, Shannon Kelly <shannon_kelly117@hotmail.com>
Cc: Joy Dubin Grossman <jdubingrossman@gmavt.net>

Good Afternoon all,

Please submit your budget request to me by Friday October 8th. Your submissions do not need to be elaborate. A simple \$ request amount for each line item you may have along with a short related description. Any significant change should be accompanied with a justification. Most of you have one line item in the budget so you can just send me your request and explanation in the body of an email. If you have any questions or need any information from Joy or me, just let us know.

TOWN OF HINESBURG

TO: SELECTBOARD
FROM: TODD ODIT, TOWN MANAGER
SUBJECT: DOG BITE UPDATE: MOJO
DATE: 10/20/2021

ISSUE:

The issue is the Selectboard receiving an update from the owner of Mojo regarding his training and whether the board will remove any of the reaming restrictions from their July 9, 2021 order.

DISCUSSION:

The owner of Mojo has provided the information attached to this memo that includes training notes and a service dog certification. Also included with this memo is the original order letter as well as the minutes from the last meeting where Mojo's status was discussed. At that same meeting, the Selectboard lifted the restriction that only an adult could walk Mojo in public while muzzled.

COST:

None.

RECOMMENDATION:

It is recommended that the Selectboard consider whether removing any of the reaming restrictions is warranted.

Zimbra**todithvt@gmavt.net****Mojo update**

From : Michelle Sudol <flybynyte.ms@gmail.com>

Tue, Sep 28, 2021 08:47 AM

Subject : Mojo update 3 attachments**To :** Todd Odit <todithvt@gmavt.net>

Todd;

Hello, I'm sending along all of the notes from our sessions with the K9 Thin Blue Line trainers.

Here is a picture of his ADA Service Dog certificate.

I will send this all certified mail. I just thought I would get you this for the meeting Wednesday.

I have provided several copies of Mojo's vet records and a copy of his dog license with the Town of Hinesburg.

We will continue with the training plan and principals previously presented.

Thank you,

Michelle Sudol
802-338-2370

 **NOTES.pdf**
61 KB



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5 MB



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234 KB

MOJO -Australian Cattle Dog w/ Tom, Lauren

AGGRESSIVE

PD \$175

Session 1, July 21, 2021 12:00pm 126 Yantz

She got lost

Session 1, July 26, 2021 3:00 pm 126 Yantz

Pandemic pup.

Needs confidence.

Human reactive.

Using prong. May be loose.

Protective on leash.

Bit neighbor. Police report filed.

Woman was high energy stressed and had her 2 dogs off lead chihuahuas.

Go to dog park in monkton and does well there.

16 yr old son had watched YouTube videos said should dominate so used to sit on to control.

Redirect works pretty well.

Was teased while on leash by neighborhood kids. Taunted and ran into woods. Took a month to figure out. Special needs kid. Still sees and is now ok with. That was last year.

Training - no reactivity to Tom, Lauren and Nancy.

1. Don't want to bite anyone
2. Don't eat and attack inside car when on roadway.

He likes agility.

The town allegedly had a meeting and decided he should have muzzle on and leash on for next 30 days.

Does not like muzzle and had difficulty putting on. Had a Baskerville 3 that came off previously. She brought. Tried putting on and was growling.

She said 16 yr old was using e-collar incorrectly also due to watching YouTube video.

We put 280c on because he was growling when trying to get muzzle on and eventually got fitted correctly.

Obstacles are he is confused from being taunted, has been dominated by 16 yr via YouTube, and e-collar was used incorrectly by the son.

We got muzzle on and Lauren took on a few obstacles and went aframe and 3 balance beams.

Going to sign up more with emphasis build confidence via agility and clear No or vibration if does something don't like (growling) and get used to muzzle so can comply town month long requirement. He is confused about past experiences and overall good dog.

Session 2 August 4, 2021. 3pm. 126 Yantz Hill

Things going well overall. Switched schedule at home.

All going great except doesn't want to put muzzle on. He attacks muzzle. Another incident with woman - she had loose dogs and Mojo had muzzle on. Now doesn't want to put muzzle on.

Training - saw b/t brighten - and was fine.

Met Kayleigh and then did course. He did well for 1st time through. Built confidence. Did lunge at Dori and she shut it down with pinch correction. Good session.

Session 3: August 9, 2021 3:00 pm 126 Yantz

Showed up with muzzle on. Still avoiding the trail. Responding to no take away. Possibly becoming collar wise

Did some socialization with B/T Major and Nellie. Interested but no reaction. Went on course and completed the majority of obstacles.

HW: Vibrate or Stim or collar correction while in the car and friend is driving. Mojo is reactive to moving traffic while in car.

And to be more consistent with verbal correction for unwanted behavior. Disc the more work that is put in, the more she gets out of it. LS

Session 4: August 19, 2021 10:00 am 126 Yantz NOT PAID I had to book for her Owes \$175 No Show

Session 4: September 9, 2021 3:00 pm 126 Yantz w/Tom

Things going well. A little rambunctious in car at 1st. If can exercise then can help. Does respond to vibrate collar when barking in car.

Met with town - kids can walk with muzzle and they adjusted to muzzle on public trails.

Training - on arrival came up to me and sniffed and accepted. Good job.

Did short agility course and did well (4th time on course and this is best so far).

Sit stay was 41seconds and distance was about 30 ft.

Heeling has been going well.

Did long line recalls. Front lawn.

Session 5: September 20, 2021 1:00 pm 126 Yantz

Update- working on obedience and fetch.

Training - Walked by multiple dogs in beginning and their owners. He showed no reactivity and stayed with Michelle the entire time.

And then as we sat at fire pit Clay and Lauren brought 2 board and train dogs and walked around us in circles and he remained calm and curious but did not exhibit any signs of reactivity.

We then went to the Williston Bike Path and saw approximately 15 people, several dogs and also we were by the busy N. Williston Rd. and I did not observe any negative behavior. We also walked by the Williston Central School and there were about 50 kids during gym class playing with balls and again no negative behavior. He did excellent during this entire session. TR

September 17th, 2021



USA Service Dogs

This is to certify that

Michelle Sudol

has properly registered

Mojo

As a Service Dog on September 17th, 2021

Under the Americans with Disabilities Act (ADA), privately owned businesses that serve the public, such as restaurants, hotels, retail stores, taxicabs, theaters, concert halls, and sports facilities, are prohibited from discriminating against individuals with disabilities. The ADA requires these businesses to allow people with disabilities to bring their service animals onto business premises in whatever areas customers are generally allowed. Emotional support animals are governed by the Fair Housing Act, a federal law that allows individuals to have their emotional support animals with them in their apartments or homes with valid documentation of their conditions.
Registration provided by USAServiceDogs.org

Registration ID #36724980

1 **SELECTBOARD MEETING DRAFT**

2 September 1, 2021

3 Attending the meeting; Merrily Lovell, Maggie Gordon, Dennis Place, Phil Pouech (remotely), Mike Loner
4 (remotely), Joy Dubin Grossman, Todd Odit, Henry Benis, Josh Pepin (remotely), Michelle Sudol (remote).

5
6 Meeting called to order at 7:00 p.m.

7 Agenda Deletions or Additions

8 There were no changes.

9 Public Comment

10 Henry Benis, resident of North Rd., was present regarding posting of land on Observatory Rd. Henry said
11 for the past 25 years he has maintained walking paths near the old landfill. Owners of a recently
12 purchased parcel of land have posted not only their land but Town land also. Phil said he walked there
13 and saw the signs; he checked the property maps and it is clearly Town property. He noted the
14 turnaround at the end of the road is being used by these individuals for drop off of lumber for their
15 building.

16 Mike asked if this is the same landowners who at the last meeting requested the Town gift a parcel of
17 land to them. Yes, it is the same individual.

18 Todd said he will meet with Renae and speak with her about this.

19 Selectboard Forum

20 Merrily said she was finally able to present Renae Marshall with the framed resolution the Selectboard
21 had made for her. Merrily said Renae asked her to convey gratitude to the Board and to Joy.

22 Phil advised bid documents will be sent out for the sidewalk maintenance work. He thanked Tyler
23 Billingsley and Erik Bailey for their help with this.

24 Phil asked Todd is he had any new information on the crosswalk by Annette's playschool. Todd said he
25 has contacted an engineer to check on signage and to do a speed study to see if we can reduce the
26 speed on that section of the road.

27 Approve Minutes of 8/18/21

28 Maggie moved to approve the minutes as amended. Second by Phil and approved with 5 yes votes.

29 Update on Mojo Dog Bite

30 Michelle Sudol, owner of Mojo, is requesting the Board remove the muzzle requirement and allow her
31 children to also walk the dog. Michelle said they are continuing to work with the trainer.

32 Maggie asked how old her sons are. Michelle said they are 13 and 17 and are also taking part in the
33 training.

Approved 9-15-21

34 Phil said he is concerned about the bite incident and Michelle's statement that the dog was under
35 control at the time. He suggests to continue with the training and have the trainers state why moving
36 forward this type of incident would not happen again and the Board could consider changing the order
37 at that time. Specifically addressing that the dog can be walked on public land by her sons without a
38 muzzle.

39 Mike agrees with Phil's statement.

40 Todd suggests to maintain the muzzle requirement and to allow the sons to walk the dog.

41 Phil moved to change the order to allow Mojo to be exercised on public land, as long as the dog is
42 muzzled, by the owner and her two sons. Second by Mike and approved with 5 yes votes.

43

44 Consider Approving Proposal for Management of Town Hall Computer Network

45 Josh Pepin, Senior Account Manager of the Tech Group LLC, presented his proposal for technical
46 services. The Techgroup currently provides the Town with technical assistance on an "as requested"
47 basis.

48 Phil said the Town has many programs and asked Josh if he is aware of what the Town has. Josh said
49 they would look at what the Town has and see what can be moved to the cloud.

50 Dennis agrees with the need to have a secure website but feels it would be good to do an assessment
51 before making a decision.

52 Todd said the proposal includes the Town Hall computer network, it does not include the water or police
53 departments.

54 Maggie asked Todd if he is planning on getting estimates from other firms. Todd said in his experience
55 the Techgroup has provided the best service for the best expense.

56 Mike asked about services outside of the scope of the contract and in general how often it would be
57 needed. Josh said past information shows Hinesburg used the service about 3 ½ hours a month. Any
58 special projects would be by quote.

59 Phil said we have the computers and need to take care of the system. He feels the basic security system
60 will allow Todd to focus on other things.

61 This will be put on the agenda for the next meeting to allow Board members time to educate themselves
62 on this.

63 Mike asked Todd to ask other Towns what they are using and paying.

64 Review Cost Comparison of VMERS Group "B" vs Group "D"

65 Todd put together a chart for the Board to review showing salaries of qualified employees and the
66 contributions by the Town and the employee for each plan. Todd said it covers all the police officers,
67 two fire department positions and contemplating a part time fire chief.

July 9, 2021

Michelle Sudol
121 Village Heights Road
Hinesburg, VT 05461

Dear Ms. Sudol:

In response to a complaint of a dog bite that occurred on June 11, 2021 the details of which are included in the attached police report filed by Hinesburg Police Officer Jeremy Hulshof, the Selectboard held a hearing on July 7, 2021 to review the complaint. You were notified in writing of this hearing via email on Friday July 2, 2021.

At this hearing the Selectboard reviewed the police report and heard statements of Nicole Doner, the dog bite victim. As a result of the complaint and testimony, and pursuant to Article XIII of the Town of Hinesburg Animal Control Ordinance adopted on June 8, 2017, the Selectboard ordered the following:

Immediately upon receipt of this notice, Mojo shall be leashed and muzzled whenever outside and not taken off the property of the owner unless Mojo is under the control of an individual at least 18 years of age. Mojo is also to be registered with the Town of Hinesburg. Within 30 days of receipt of this letter, you are to respond to the Selectboard with a plan to address the behavior of Mojo.

Failure to comply with this order can result in civil fines of up to \$500, per 20 V.S.A. §3550. To assist in complying with a portion of this order, the town will cover the cost of a one-time aggressive dog consultation with Thin Blue Line K-9. You may contact the Town Manager's office at 482-4206 to arrange for this assessment.

Following the 30-day requirement to present a behavior plan for Mojo, the Selectboard will hold another hearing to reconsider this order.

Sincerely,

Todd Odit
Town Manager
On behalf of the Hinesburg Selectboard

Cc: Officer Jeremy Hulshof

TOWN OF HINESBURG

TO: SELECTBOARD
FROM: TODD ODIT, TOWN MANAGER
SUBJECT: BOUTIN ROAD SOUTH IMPROVEMENTS
DATE: 10/20/2021

ISSUE:

The issue is whether the Selectboard will allow the proposed improvements to Boutin Road South as well as the stormwater infrastructure within the right-of-way of the same.

DISCUSSION:

Robert & Anne Frost are proposing two new building lots off of Boutin Road South. This project has received preliminary plan approval but that has been appealed by Robert Hedden who currently owns the only residence that is located off of Boutin Road South.

To proceed as proposed, the applicant needs approval from the Selectboard on two items. The first being the improvements to the road, the second being the placement of stormwater infrastructure within the road right-of-way.

Boutin Road South is currently classified as a Class 3 Town Highway that does not meet standards. That means the road is “functionally a Class 4 Town Highway.” According to Mike Anthony the Town went through the process of reclassifying the road to a Class 4 around 20 years ago. Unfortunately, it seems that information has not made it to the State. Regardless, the town has not provided any maintenance to that road since that time.

It is my understanding that there is precedent for private landowners to make improvements to roads/driveways within town right-of-ways. However, there may not be precedent for other types of improvements within town right-of-ways. In this instance, that would be a stormwater basin.

The applicant is proposing to improve the traveled way to a width of 18’ and regrade it to a 12.5% average and 12.5% max grade. The existing average grade is 12.5% but the existing max grade is 21%. This proposal would meet the Vermont State Design Standards (1997) for a rural local road with a design speed of 30 mph and ADT of 50-100. The proposed grade would also meet the standard for a rural local road in mountainous terrain. If these improvements are allowed, the Selectboard should stipulate that the town will not provide any maintenance to the road or to any culverts that may be added as a result of the improvements.

Regarding the stormwater basin, the Selectboard may want to ask the applicant if it is feasible to move the stormwater system out of the right-of-way. Doing so would simplify the issues for the Selectboard. For example, if the Selectboard were to allow the basin to remain

where proposed, there should be an easement from the town to the applicant that spells out maintenance responsibilities etc..

COST:

All associated costs related to approval of any of the improvements should be the responsibility of the applicant.

RECOMMENDATION:

Considering the factors above, the Selectboard should decide:

- 1) Whether to allow the proposed improvements to Boutin Road South; and
- 2) Whether to allow the placement of a stormwater basin within the Boutin Road South right-of-way.

Separately, the Selectboard should consider going through the process of reclassifying this portion of Boutin Road South (and most likely other town road sections) as Class 4 Town Highways.

DETAIL A RESIDENTIAL DRIVE

MINIMUM RADIUS = THEORETICAL RADIUS MINUS SHOULDER WIDTH

12' MIN. 24' MAX.

(SEE NOTE 4)

CURB (IF PRESENT)

TREATED SHOULDER EDGE

EDGE OF TRAVELED WAY

HIGHWAY ζ

SHOULDER

PAVEMENT

ANGLE = 60° MIN. 90° DESIRABLE

20' THEORETICAL RADIUS

DETAIL B PROFILE OF DRIVE INTERSECTION (IF FILL SECTION)

MIN 10' ROUNDING LENGTH

20' MIN. APPROACH AREA

EDGE OF SHOULDER

EDGE OF TRAVELED WAY

15% MAX (-0.15)

-3% MAX. GRADE (-0.03)

SUBGRADE LINE

DETAIL C PROFILE OF DRIVE INTERSECTION (CUT SECTION)

SHOWING 5" DEPRESSION

DRIVE GRADE (15% MAX. FOR AT LEAST 12 FEET FROM POINT OF VERTICAL INTERSECTION)

5" DEPRESSION

MIN 20' ROUNDING LENGTH

12' MIN. SHOULDER

TRAVELED WAY

HIGHWAY ζ

CULVERT, IF NEEDED, TO BE SIZE SHOWN ON PLANS, BUT NO LESS THAN 15" INSIDE DIAMETER (SEE NOTE 5).

DETAIL D DRIVE SIDE SLOPES TABLE

LOCATION OF SLOPE	SLOPE RATE
DESIGN SPEED > 40 MPH	1:6 OR FLATTER
URBAN AREAS, OR DESIGN SPEED < 40 MPH	1:4 DESIRABLE 1:2 ALLOWABLE
OUTSIDE CLEAR ZONE	1:2 OR FLATTER

SECTION A-A

FOR PAVED DRIVES SURFACE WITH TWO INCHES OF BITUMINOUS CONCRETE PAVEMENT, FOR GRAVEL DRIVES SURFACE WITH THREE INCHES OF AGGREGATE SURFACE COURSE, 12" SUBBASE MATERIAL

SEE DRIVE SIDE SLOPES TABLE.

DITCH LINE

GRADE AS NEEDED (TYP.)

DETAIL E DRIVE SIDE SLOPES TABLE

LOCATION OF SLOPE	SLOPE RATE
DESIGN SPEED > 40 MPH	1:6 OR FLATTER
URBAN AREAS, OR DESIGN SPEED < 40 MPH	1:4 DESIRABLE 1:2 ALLOWABLE
OUTSIDE CLEAR ZONE	1:2 OR FLATTER

- THIS SHEET IS INTENDED FOR USE BY DESIGNERS ON HIGHWAY PROJECTS AND IN CONJUNCTION WITH A PERMIT FOR WORK WITHIN HIGHWAY RIGHTS OF WAY. ALL CONSTRUCTION REQUIRED BY THE PERMIT AND INDICATED ON THIS SHEET SHALL BE THE RESPONSIBILITY OF THE APPLICANT AND IS SUBJECT TO THE REVIEW AND APPROVAL OF THE VERMONT DEPARTMENT OF TRANSPORTATION. THIS SHEET IS INTENDED TO BE A GUIDE FOR THE DESIGNER CONCERNING DRIVE WIDTHS, HORIZONTAL, VERTICAL AND GEOMETRIC CHARACTERISTICS.
- DEPTH OF SUBBASE AND PAVEMENT TO BE THE SAME AS HIGHWAY OR AS SHOWN IN DETAIL D WITHIN THE LIMITS OF THE HIGHWAY RIGHT-OF-WAY.
- VEHICULAR ACCESS FROM PARKING AREAS TO THE RIGHT-OF-WAY AT OTHER THAN APPROVED ACCESS POINTS WILL BE PREVENTED BY THE CONSTRUCTION OF CURBING OR OTHER SUITABLE PHYSICAL BARRIER.
- IF CURB IS PRESENT, SEE APPROPRIATE CURB DETAIL STANDARD.
- CIRCULAR DRAINAGE CULVERTS UNDER DRIVES SHALL HAVE A MINIMUM INSIDE DIAMETER (I.D.) OF 15" OR AS OTHERWISE SHOWN ON THE PLANS. PIPE ARCHES USED UNDER DRIVES SHALL HAVE A MINIMUM INSIDE CROSS-SECTIONAL AREA EQUIVALENT TO THAT PROVIDED FOR THE DRIVE. THE TOP OF THE PROPOSED CULVERT SHALL BE LOCATED UPSTREAM OF THE PROPOSED CULVERT THEN THE NEW CULVERT SHALL, AT A MINIMUM, MATCH THE SIZE OF THE UPSTREAM CULVERT.
- THE OFFSET BETWEEN THE PROPERTY LINE AND THE EDGE OF THE DRIVEWAY MAY BE GOVERNED BY LOCAL ZONING LAWS. DRIVEWAY WIDTH RESTRICTIONS SHOWN PERTAIN ONLY TO THE AREA WITHIN THE HIGHWAY R.O.W. OR THE END OF THE TURNING RADIUS WHICHEVER IS GREATEST.
- DRIVEWAY GRADES STEEPER THAN THOSE SHOWN MAY BE ALLOWED AS LONG AS A 20' APPROACH AREA IS ACHIEVED FOR THE VEHICLE TO PAUSE BEFORE ENTERING THE HIGHWAY.
- THIS STANDARD APPLIES TO FIELD DRIVES, LOGGING DRIVES, AND RESIDENTIAL ACCESSES SERVING UP TO TWO SINGLE-FAMILY HOMES OR A DUPLEX. FOR LARGER RESIDENTIAL DEVELOPMENTS, HOMESUBDIVISIONS AND OTHER COMMERCIAL ACCESSES SEE VTRANS STANDARD B-71B.
- INTERSECTION SIGHT DISTANCES, AND STOPPING SIGHT DISTANCE, EQUAL TO OR GREATER THAN THOSE SHOWN BELOW SHOULD BE PROVIDED IN BOTH DIRECTIONS FOR ALL DRIVES ENTERING ON PUBLIC HIGHWAYS, UNLESS OTHERWISE APPROVED BY THE AGENCY. FROM A POINT ON THE DRIVE, THE STOPPING SIGHT DISTANCE IS MEASURED FROM THE POINT OF VIEW OF THE DRIVE TO A HEIGHT OF 3.5 FEET ON THE ROADWAY. STOPPING SIGHT DISTANCE IS MEASURED FROM THE POINT OF VIEW OF THE DRIVE TO A HEIGHT OF 2.0 FEET ON THE ROADWAY.
- FOR DRIVEWAY AND INTERSECTION SPACING DISTANCES REFER TO THE "VERMONT AGENCY OF TRANSPORTATION ACCESS MANAGEMENT PROGRAM GUIDELINES" LATEST REVISION.

SIGHT DISTANCE TABLE

POSTED SPEED OR DESIGN SPEED (MPH)	MINIMUM STOPPING SIGHT DISTANCE (FT)	MINIMUM INTERSECTION SIGHT DISTANCE (FT)
25	155	280
30	200	335
35	250	390
40	305	445
45	360	500
50	425	555
55	485	610

THE ABOVE VALUES ARE TAKEN FROM THE 2011 AASHTO "A" POLICY ON GEOMETRIC DESIGN OF HIGHWAYS & STREETS."



STANDARD
B-71A

RESIDENTIAL DRIVES

REV.	DATE	DESCRIPTION
0	JUL. 1, 2009	ORIGINAL APPROVAL
OTHER STANDARDS REQUIRED:		

THIS DRAWING IS THE PROPERTY OF ECO SOLUTIONS. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF ECO SOLUTIONS. ANY UNAUTHORIZED USE OF THIS DRAWING IS STRICTLY PROHIBITED. THE USER OF THIS DRAWING AGREES TO HOLD ECO SOLUTIONS HARMLESS FROM AND AGAINST ALL CLAIMS, DAMAGES, LOSSES AND EXPENSES, INCLUDING REASONABLE ATTORNEY'S FEES, THAT MAY BE ASSERTED AGAINST ECO SOLUTIONS BY ANY THIRD PARTY AS A RESULT OF SUCH UNAUTHORIZED USE.

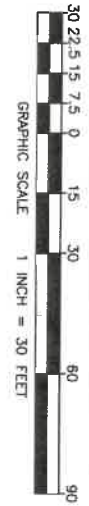
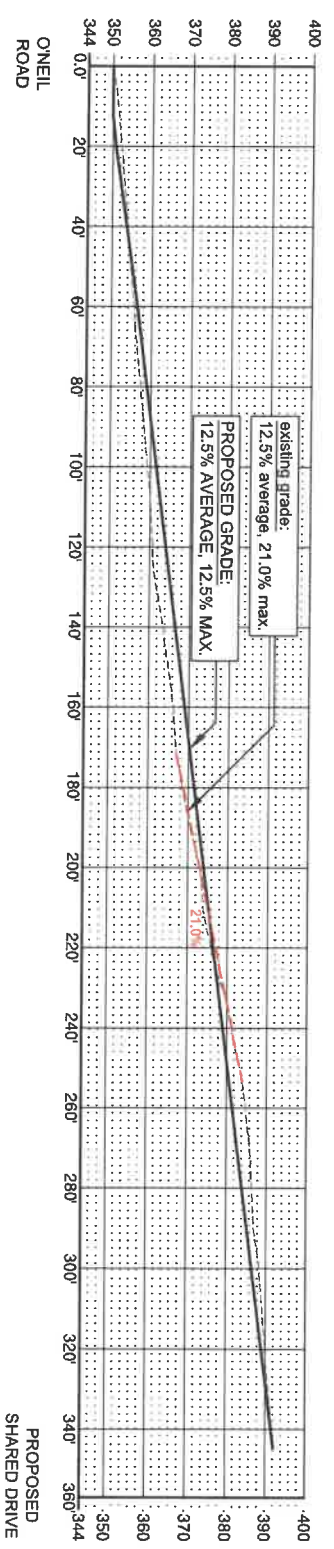
client contact:
ROBERT & ANNE FROST
 project address:
**588 ONEIL ROAD
 HINESBURG, VT**

project title:
**FROST THREE-LOT
 SUBDIVISION & BLA**

content:
DETAILS

designed by:	checked by:
DHW	DHW
date:	
09-03-2021	
scale:	
1" = 30'-0"	
sheet no.:	
1 OF 1	
project no.:	

drawing no.
FIG.-3



BOUTIN ROAD PROFILE

40	440
45	495
50	550
55	605

(a) Corner sight distance is measured from a point on the intersecting road or driveway, at least 15 feet from the edge of traveled way on the main road.

6.4 Lane and Shoulder Widths for Urban Local Streets [\(Back to top of page\)](#)

On urban and village Local streets, lane widths may vary from 7 to 11 feet, and there should be appropriate offsets to curb. The 7 and 8-foot widths may be appropriate in residential areas having very low traffic volume and little or no truck traffic.

Lane and shoulder widths within Historic Districts should be compatible with the historic character of the District. As an absolute minimum, a 2-foot offset to vertical curb is recommended, and a 1-foot offset to sloped curb. In all cases, drainage grates and drop inlets should be designed so that they do not project into a travel lane. Drainage grates should always be bicycle-safe in design.

6.5 Lane and Shoulder Widths on Rural Local Roads [\(Back to top of page\)](#)

For new construction, lane and shoulder widths on rural Local roads will adhere to values in Table 6.3. Note that the shoulder widths in this table are considered necessary for adequate safety and service for this class of highway, and may exceed the minimum paved widths needed solely to provide bicycle safety. For reconstruction and rehabilitation the median existing roadway lane and shoulder width within a project area shall be the minimum lane and shoulder widths, with additional shoulder width to accommodate bicycles as outlined under "Bicycle and Pedestrian Considerations" in this chapter.

Table 6.3 Minimum Width of Lanes And Shoulders for Rural Local Roads							
Design Traffic Volume	ADT ^(a) 0-25	ADT 25-50	ADT 50-100	ADT 100-400	ADT 400-1500	ADT 1500-2000	ADT Over 2000
Design Speed (mph)	Width of Lane/Shoulder (ft)						
25	7/0	8/0	9/0	9/2	9/2	10/3	11/3
30	7/0	8/0	9/0	9/2	9/2	10/3	11/3

35	7/0	8/0	9/0	9/2	9/2	10/3	11/3
40	7/0	8/0	9/2	9/2	9/2	10/3	11/3
45	—	—	9/2	9/2	9/2	10/3	11/3
50	—	—	9/2	9/2	10/2	10/3	11/3

(a) Minimum width of 8/0 whenever there is guard rail.

6.6 Bridge Widths and Structural Capacities [\(Back to top of page\)](#)

State policy favors the rehabilitation of existing bridges. In choosing between the rehabilitation of an existing bridge and the construction of a new bridge, whether on the existing location or on a new location, the agency shall weigh the following factors:

1. the functional classification of the highway;
2. the load capacity and geometric constraints of the bridge and the availability of alternative routes;
3. the comparative long-term costs, risks, and benefits of rehabilitation and new construction;
4. the requirements of state standards for geometric design;
5. disruption to homes and businesses;
6. environmental impacts;
7. the potential effects of the local and state economies;
8. cost-effectiveness;
9. mobility, including bicycles and pedestrians;
10. safety, as determined by factors such as accident history for motorists, pedestrians, and bicyclists;
11. local or regional plans as interpreted by the adopting entity, and state agency plans;
12. the impact on the historic, scenic, and aesthetic values of the municipality, as interpreted by the municipality, in which the highway is located; and
13. if it is a forest highway under federal jurisdiction.

State policy for the reconstruction of bridges on Local Roads favors preservation within existing footprints, in order to ensure compatibility with the Vermont setting and to reduce costs and environmental impacts. Where reconstruction within the existing footprint is not feasible, the full width of approach roadways as shown in Table 6.3 should be provided across all new bridges on rural Local Roads, and the same curb-to-curb width as the street across all new and replacement bridges on urban and village Local Roads. New bridges should be designed to HS-25 loading capacity.

With regard to a bridge located on a municipal highway, a municipality may request the agency to adhere to one or more of the following guidelines:

1. where feasible, the rehabilitated or replacement bridge shall occupy the same curb-to-curb width or alignment, or both, as the existing bridge or the existing approaches to the existing bridge, or both;

On uncurbed urban and village local roads, the clear zone may be limited to 5 feet where speeds are 35 mph or greater. For speeds less than 35 mph, clearances as for curbed areas will be sufficient.

On curbed local road urban and village streets, a 1.5 foot horizontal offset to obstructions from face of curb should be provided. This dimension should be increased to 3 feet near turning radii at intersections with side roads and driveways.

6.9 Alignment [\(Back to top of page\)](#)

Horizontal curvature will normally be designed in accordance with recommended AASHTO values for the design speed. However, curves up to 20 mph below the stated design speed may be used, without design exception, where necessary to avoid and/or minimize disturbance of historic, archaeological, scenic, natural or other resources. In addition, horizontal curves within 750 feet of a stop sign may be designed up to 15 mph below the stated design speed without design exception. When curvature sharper than the AASHTO recommended values is used, a post-construction test of those curves will be conducted, and advisory speeds will be posted where appropriate.

6.10 Grades [\(Back to top of page\)](#)

Maximum grades on rural Local roads will adhere to the values shown in Table 6.6.

Table 6.6						
Maximum Grades for Rural Local Roads						
Type of Terrain	Design Speed (mph)					
	25	30	35	40	45	50
	Maximum Grade (percent)					
Level	7	7	7	7	7	6
Rolling	11	10	10	9	8	8
Mountainous	15	14	13	12	11	10

Grades for local residential streets should be as flat as is consistent with the surrounding terrain. The gradient for local streets should be less than 15 percent. Where grades of 4 percent or steeper are necessary, the drainage design may become critical. On such grades special care must be taken to prevent erosion on slopes and open drainage facilities.

For streets in commercial and industrial areas, gradient design should be less than 8 percent; desirably, it should be less than 5 percent, and flatter gradients should be emphasized.

To provide for proper drainage, the desirable minimum grade that should be used for streets and bridges with outer curbs is one percent.

6.11 Cross-slope [\(Back to top of page\)](#)

Two-lane pavements are normally designed with a centerline crown and a parabolic surface with an average cross slope of 2 percent. When drainage is carried across adjacent lanes, the cross slope may be increased from one lane to another. Refer to the VAOT design manual for cross-slope design in various situations.

6.12 Superelevation [\(Back to top of page\)](#)

When the use of curves is required on a rural Local road alignment, a superelevation rate compatible with the design speed must be used. Superelevation of curves on rural paved Local roads should not exceed 8 percent and 6 percent on unpaved roads. Where a side road intersects on the outside of a main road curve, superelevation of the main road curve should be limited to 6 percent or less to prevent operational difficulties for

TOWN OF HINESBURG

TO: SELECTBOARD
FROM: TODD ODOT, TOWN MANAGER
SUBJECT: TRANSPORTATION ALTERNATIVES GRANT
DATE: 10/20/2021

ISSUE:

The issue is whether the Selectboard will approve applying for a Transportation Alternatives grant to implement portions of the VT 116 and Charlotte Road Intersection Improvements Study as well as commit 20% of local funds for the design and construction of the project.

DISCUSSION:

The VT 116 and Charlotte Road Intersection study was completed in 2019. The focus of the study is making improvements to the Lantman's side of the intersection by moving the sidewalk and crosswalk from behind the stop bar to in front of the stop bar. The study also suggests timing improvements to the traffic lights. However, the timing improvements are not eligible for the grant.

The study estimates a cost of \$88,000 for the design and construction of the project. Given that it has been two years since the study was completed and the fact that it would likely be three years before construction started if a grant is awarded, increasing the cost estimate to \$150,000 is not unreasonable. That would put the town's share potentially at \$30,000.

This could be covered with the sidewalk capital fund if the Selectboard approves setting aside money every year in the fund.

COST:

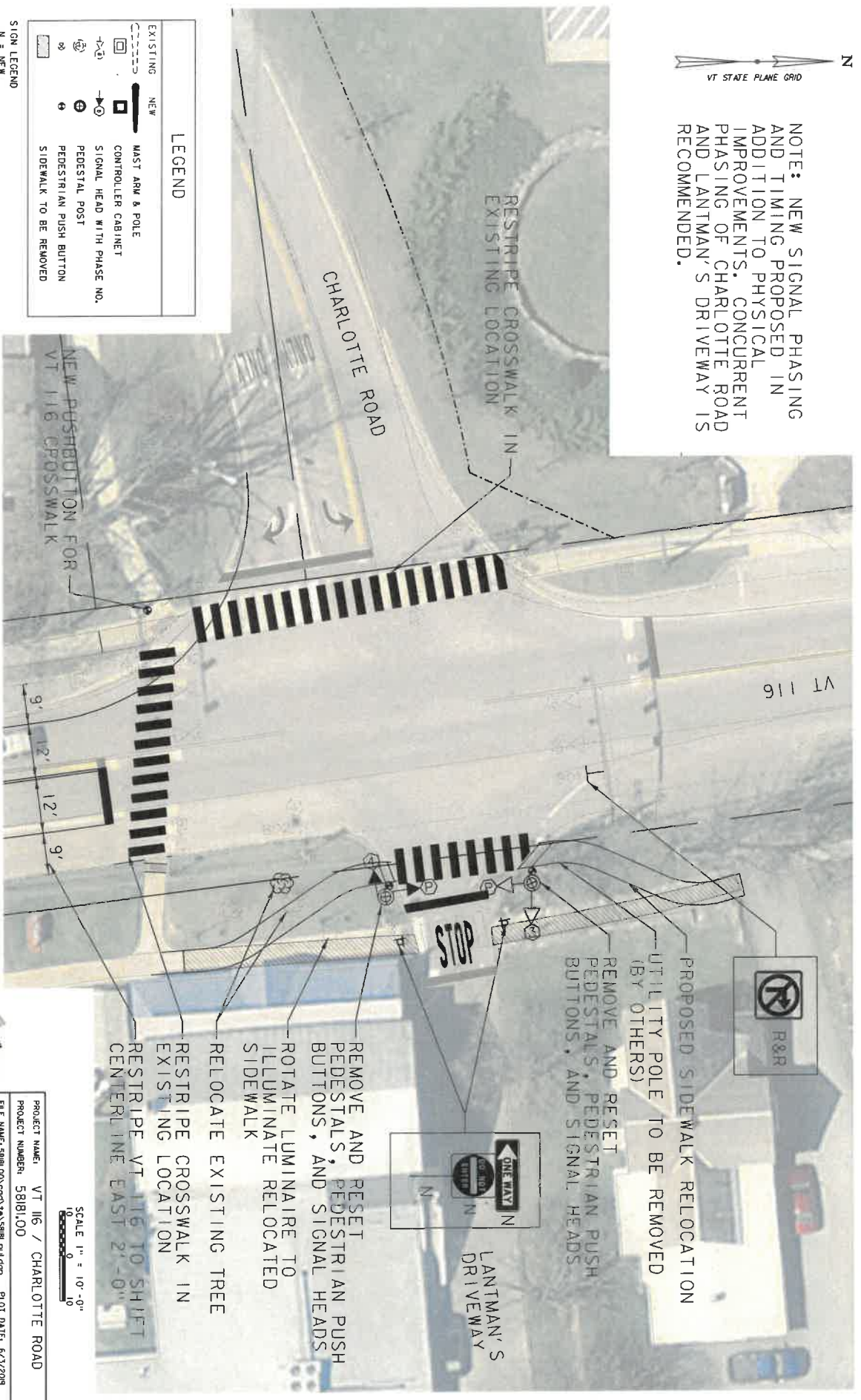
It is estimated that the total town cost would not exceed \$30,000.

RECOMMENDATION:

It is recommended that the Selectboard approve applying for a Transportation Alternatives grant to implement portions of the VT 116 and Charlotte Road Intersection Improvements Study as well as commit 20% of local funds for the design and construction of the project.



NOTE: NEW SIGNAL PHASING AND TIMING PROPOSED IN ADDITION TO PHYSICAL IMPROVEMENTS. CONCURRENT PHASING OF CHARLOTTE ROAD AND LANITMAN'S DRIVEWAY IS RECOMMENDED.



LEGEND

EXISTING	NEW	
		MAST ARM & POLE
		CONTROLLER CABINET
		SIGNAL HEAD WITH PHASE NO.
		PEDESTAL POST
		PEDESTRIAN PUSH BUTTON
		SIDEWALK TO BE REMOVED

SIGN LEGEND
 N = NEW
 R + R = REMOVE AND REPLACE



PROJECT NAME: VT 116 / CHARLOTTE ROAD
 PROJECT NUMBER: 58181.00
 FILE NAME: 58181.00\CONCEPTUAL\INTERSECTION DESIGN SHEET 1 OF 2
 PROJECT LEADER: EFD
 DESIGNED BY: ELO
 CHECKED BY: DMP
 PLOT DATE: 6/3/2019
 DRAWN BY: ELO
 FIGURE 4: CONCEPTUAL INTERSECTION DESIGN SHEET 1 OF 2



- REMOVE AND RESET PEDESTALS, PEDESTRIAN PUSH BUTTONS, AND SIGNAL HEADS
- ROTATE LUMINAIRE TO ILLUMINATE RELOCATED SIDEWALK
- RELOCATE EXISTING TREE
- RESTRIPED CROSSWALK IN EXISTING LOCATION
- RESTRIPED VT 116 TO SHIFT CENTERLINE EAST 2'-0"



- PROPOSED SIDEWALK RELOCATION (BY OTHERS)
- UTILITY POLE TO BE REMOVED
- REMOVE AND RESET PEDESTALS, PEDESTRIAN PUSH BUTTONS, AND SIGNAL HEADS



LANITMAN'S DRIVEWAY

CHARLOTTE ROAD

RESTRIPED CROSSWALK IN EXISTING LOCATION

NEW PUSHBUTTON FOR VT 116 CROSSWALK

VT 116

STOP

R&R

ONE WAY

N

9' 12' 12' 9'

2022 Town Meeting Articles

For Consideration

- 1) Continue voting on budget in the form of separate articles for General Government, Highway, Police, Fire and outside agencies or vote on one total expenditure?
- 2) Ask voters to approve appointing a town clerk and town treasurer instead of the positions being elected? Melissa's current term is through March 2023. I've discussed with her asking voters to approve appointment this town meeting. If that occurs and the vote is yes, then I would appoint her as the clerk/treasurer or her as the treasurer and Heather as the town clerk and then begin planning for Melissa's retirement.
- 3) Ask voters to establish a dedicated Capital Budget Tax Rate. Below is an example of what it would look like if a dedicated Capital Budget Tax Rate were adopted.
- 4) Ask voters to adopt the Australian Ballot voting for all public questions? Includes budget and town meeting.
 - The FY22 tax rate is \$0.5775, which raises \$3,659,581
 - Of that total amount, \$560,000 is for FY22 Capital Transfers
 - The balance needed for GF expenditures is \$3,099,581
 - Setting a GF rate and a Capital rate would result in the following:
 - A General Fund rate of \$0.4891
 - A Capital rate of \$0.0884
 - The total of the two is \$0.5775
 - Looking at the draft capital plan however, a Capital Tax rate of \$0.0884 would not raise enough revenue in any of the proposed years to cover the anticipated annual expenses. The average rate needed over the 6-year plan is \$0.1333.
 - That average rate is \$0.0449 higher than the rate needed to raise the revenue for the FY22 capital budget. That difference equates to an additional \$45.00 per \$100,000 of assessed value.
 - While a consistent capital rate of \$0.1333 would be ideal, it is probably too much of an increase from the current year. A consistent rate of \$0.1100 would likely be adequate on an annual basis to raise enough funds to pay actual expenses in any given year as well as set aside funds to offset expenses in future years.
 - If the town had a dedicated capital tax rate of \$0.1100 for FY22, the total town tax rate would have been \$0.5991. That would have been a \$0.0216 increase over the actual rate, equating to an additional \$21.60 per \$100,000.
 - An adequate dedicated capital tax rate will require a one-time larger year-over-year increase than usual, but in the long run it should remain consistent for the taxpayer, as the amount they pay would only change if their assessment changed.

TOWN OF HINESBURG

TO: SELECTBOARD
FROM: TODD ODIT, TOWN MANAGER
SUBJECT: TOWN MEETING 2022 BALLOT VOTING
DATE: 10/8/2021

At the retreat, the issue of voting by Australian Ballot was discussed. Research following the retreat has discovered the following:

Act 162 of 2020, enabled all municipalities that had not adopted the ballot system of voting to choose to do so for any annual or special meeting in 2021. The choice to do so is up to the legislative body.

Hinesburg has not voted to adopt the ballot system so the Selectboard utilized Act 162 to use the ballot for Town Meeting 2021 voting.

At this time, there is no enabling legislation that would allow the Selectboard to choose to vote on Town Meeting 2022 items by ballot. With the Legislature not convening until early January 2022, there would be very little time for them to pass legislation to allow voting by ballot by choice of the legislative body in 2022.

If the Selectboard is interested in using the ballot system for Town Meeting 2022, the only option that exists at this time is to warn a special election to be held before the end of this calendar year, that would be done by ballot, asking the voters if they would adopt the Australian Ballot for all public questions, the budget and election of officers.

If the Selectboard wanted to do this, they would need to warn the vote between 11/15/21 and 11/19/21 to be held between 12/14/21 and 12/21/21.

I will put this issue on the 10/20/21 agenda for discussion.