

1 **SELECTBOARD MEETING DRAFT**

2 December 21, 2022

3 Attending the meeting; Maggie Gordon, Mike Loner, Todd Odit, Chief Anthony Cambridge, Captain
4 Daley of VT State Police, Charlie Baker, Mike Bissonette, Pat Mainer

5 Attending remotely; Phil Pouech, Joy Dubin Grossman, Adam Bunting, Jenna Baker, Jonathan Trefry,
6 Natasha

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

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

9 Approve Minutes of 11/30 and 12/7

10 Maggie moved to approve the minutes of 11/30 and 12/7 with any needed changes. Seconded by Mike
11 and approved with 4 yes votes.

12 Selectboard Forum

13 Phil reminded the Board of his planned resignation as he does not plan to run for Selectboard so he can
14 devote his time being a State Representative. He has to resign before Town Meeting Day to have an
15 open seat to allow someone to run in the election. He will submit his resignation around January 2nd
16 with the hope that the Selectboard would appoint him to serve until Town Meeting Day.

17 Phil also mentioned how well the new Richmond Rd / North Rd intersection is working and the many
18 positive comments about the change.

19 Consider Approval of Grand List Errors and Omissions

20 Mike moved to approve the proposed Errors and Omissions and changes to the Grand List. Seconded by
21 Maggie. Phil asked when we will need to do a reappraisal. Todd said the Board approved a contract and
22 will likely start in two years.

23 Motion voted and approved with 3 yes votes.

24 Consider Approval of FY 24 UPWP Project Request

25 Phil moved to approve the FY 24 UPWP project request from the CCRPC. Seconded by Mike and
26 approved with 3 yes votes.

27 Economic Development Commission Interview – Travis Counter

28 No action taken as Travis was unable to attend.

29 Consider Approval of Police Cruiser Replacement

30 Chief Cambridge reviewed the request to replace the unmarked police car. It was decided to keep the
31 Tahoe for another year as the mileage is lower than was anticipated at replacement time.

32 Phil noted the projected 16 – 20 mpg with the quoted vehicle and asked if maybe there is an option for a
33 less powerful motor. Anthony said this is the least powerful all wheel drive.

34 Mike asked how far out is the consideration of an electric vehicle. Anthony said Richmond has one and
35 has run into some problems. He suggests we let all the kinks be worked out before Hinesburg considers
36 one.

37 Mike moved to accept the Goss Dodge bid at \$36,858 for a 2023 Charger Police AWD. Seconded by Phil
38 and approved with 3 yes votes.

39

40

41 Status of Vermont State Police Coverage – Captain Matthew Daley

42 Captain Daley said he, Major Whitcomb and Todd have met several times about what coverage will look
43 like going forward. The current agreement is when a call comes in it is handled by Anthony who
44 determines if the call needs immediate response. If it does State Police dispatch is called to respond.
45 Daley said this has worked out well. The State Police are aware of the hours of coverage by the
46 Hinesburg Police so they know when they may be needed. The ultimate goal is for Hinesburg to take
47 over.

48 Phil asked about the Charlotte contract relating to night coverage. Daley said calls go directly to the
49 State Police and are screened. If a response is needed a trooper will be sent out. Phil asked if the
50 contract includes overnight hours. Daley said coverage time is not dictated by the town and there is no
51 set schedule for daytime coverage. Night calls are not limited by contract hours.

52 Phil said if the voters reduce the budget and we can't hire more officers it feels like the State Police are
53 saying we are not going to help you since you have a police department. Charlotte is getting, though
54 less, coverage on a day to day basis and gets coverage for nighttime. Daley said if the people in
55 Hinesburg vote to do what Charlotte does, they likely will not like some of the timeliness is responses.

56 Mike agrees that it almost seems like we are penalized because we had a police force and we are
57 expected to have that police force again even if it is not possible for us due to budgets and hiring
58 problems. He feels it is like we are being held to a different standard like Anthony answering every
59 night call and be the dispatch for Town. His understanding is other towns, even with police
60 departments, don't have to do that. He said it feels like we are being pushed to be back to a position
61 the taxpayers said they don't want. Daley said any town they are involved with they try to make sure all
62 are on the same level. Daley added that Charlotte contracts 8 or 10 hours for the week and get the
63 same night time service, but the service they get is not what we have in Hinesburg. Mike asked if other
64 Police Departments that have downsized have to do their own dispatching. Daley said if the town has
65 come to the State Police for help and received notice as Hinesburg did it would be the same.

66 Phil asked if Hinesburg contracted the same number of hours as Charlotte, would that mean the State
67 Police would cover the midnight to 6 am if it is an emergency. To have our Police Chief 24/7 answer and
68 screen calls is not sustainable. We are not sure we will be able to build up to have 24/7 coverage. If we
69 contracted the same amount as Charlotte and said we don't need day coverage but want night coverage
70 with them screening. Daley said that their contracts are when troopers are available. Phil pointed out
71 that Charlotte automatically gets the night coverage, it is not flexible. What would it take for Hinesburg

72 to get that. Todd said he understands the point Phil is making and suggests it be explored outside
73 tonight's discussion.

74 Anthony said he was told no more contracts with the State Police are available. Daley said it is unlikely
75 but if they get up to full staffing again it is possible. Anthony added he has been told by the State Police
76 it can't depend on the budget that we need to hire people. They will cut service and we need to get
77 back to more coverage.

78

79 CVU Pond Rd Guardrail Request – Adam Bunting

80 They are looking to have a guard rail installed for about 300 feet by field C along Pond Rd.

81 Phil said because CVU is in Hinesburg, while a benefit is also a bit of a burden. He suggests the school
82 split the cost.

83 Mike asked about having other sending towns contribute to support this.

84 Todd said he can work on getting a cost and work on funding solutions.

85 CCRPC Annual Report Presentation – Charlie Baker

86 Mike B said the guardrail project could possibly be a UPWP project. Charlie added they can probably
87 provide engineering services for the guardrail and get cost estimates.

88 Charlie reviewed what Hinesburg projects and activities were as part of the CCRPC process. He pointed
89 out the technical assistance available and urged Hinesburg to utilize the assistance.

90 Phil addressed the Richmond Rd sidewalk project and asked if there is anything the CCRPC can do to
91 help steer the project faster than it appears the grant process will allow. Todd said he will reach out for
92 the next bike/ped program funding and perhaps CCRPC can help with the grant funding criteria.

93 Consider Approval of Revised Town Forest Management Plan – Pat Mainer

94 Pat reviewed the plan noting there are no major changes from the 2012 plan.

95 Mike moved to approve the Town Forest Management Plan as presented by Pat and Jon and the
96 committee. Seconded by Phil and approved with 3 yes votes.

97 Review Revised Draft FY 24 Operating Budget

98 Eliminated was administrative help for Planning and Zoning and Police as well as salary and benefits for
99 a 4th highway employee. Todd said the result of this is about a \$24,000 reduction in the amount raised
100 in taxes from the previous information.

101 Phil asked about no revenue showing up from overweight truck fines. In the past it has provided around
102 \$40,000 in revenue as well as helping to keep those trucks off our roads. Todd said it is due to staffing
103 levels in the Police Department.

104 Consider Interim Health Officer Appointment

105 Maggie moved to appoint Jim Jarvis as the Interim Health Officer. Seconded by Mike and approved with
106 3 yes votes.

107 Town Manager Report

108 • Tuesday of next week the new highway employee will hopefully start.

109 Approve Warrants and Payroll

110 Mike moved to approve the warrants, including payroll, as submitted by the Town Treasurer and signed
111 by Maggie and Merrily. Seconded by Phil and approved with 3 yes votes.

112 Adjourn

113 Maggie moved to adjourn at 7:42 p.m., seconded by Mike and approved with 3 yes votes.

114 Respectfully submitted,

115 Valerie Spadaccini, clerk of the Board

116

1 **SELECTBOARD MEETING DRAFT**

2 January 4, 2023

3 Attending the meeting; Merrily Lovell, Maggie Gordon, Mike Loner, Dennis Place, Joy Dubin Grossman,
4 Andrea Morgante, John Lyman

5 Attending remotely; Phil Pouech, Todd Odit, Jennifer Decker, Barb Forauer, Nick Baker, Aaron LaVallee,
6 Cindy Reid, Carl Bohlen, Alex Weinlagen, Ed Waite, Benjamin Marks, Dale Wernhoff, Paul Lamberson,
7 Beth Royer, Missy Ross

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

9 Agenda Additions or Deletions

10 Item 12 – Engine 2 Replacement will be moved to the first agenda item.

11 Approve Minutes of 12/15 ,12/19, and 12/21

12 Merrily moved to approve the minutes of 12/15 and 12/19 as submitted. Seconded by Mike and
13 approved with 5 yes votes.

14 Mike moved to approve the minutes of 12/21 as submitted. Seconded by Maggie and approved with 4
15 yes votes and Merrily abstaining.

16 Selectboard Forum

17 Phil said he received an email concerning the request for the guard rail on Pond Rd. It was suggested to
18 also consider speed limits. Phil suggested sharing this with the CCRPC if they will be helping us with the
19 project. They hopefully can advise us on speed limits and take into account that is an area where people
20 walk on the road.

21 January 9th there will be a public meeting about crosswalks and the traffic study on RT 116.

22 Merrily noted the passing of Brian Busier on 12/13 and the fact that he was a huge help to the Town.

23 Mike said the DEI workgroup met yesterday. They continue their work on a draft proposed charter and
24 committee application forms.

25 Discuss Response to Resignation of Phil Pouech

26 Merrily said if the Board accepts the resignation Phil can't participate as a Board member at this
27 meeting. Merrily recommends he be appointed on an interim basis at next week's meeting. He would
28 not be able to participate as a Board member till the Jan 25 meeting.

29 Mike asked if other individuals could step up and offer their name for consideration for the interim
30 position. Merrily said anyone can do that.

31 Phil said the reason for the resignation is to allow the Town to go through the normal process for
32 election.

33 Andrea asked about the resignation being effective the day of the election. Merrily said he needs to
34 resign to make the position open so someone can gather signatures on the petition to run for office.

35 Mike moved the Board accept the resignation of Phil Pouech from the Selectboard effective 1/4/23.
36 Seconded by Maggie and approved with 4 yes votes.

37 The Board thanked Phil for all he has done as a Board member.

38 Discuss Request to Ask Voters to Approve Engine #2 Replacement

39 Nick Baker said they are asking for approval to include replacement of Engine #2, the 2001 International,
40 on the ballot.

41 He is still working with vendors and has no bid price yet but expects the cost to be around \$850,000. It
42 will be two to three years before a truck would be ready.

43 Nick said the goal is to combine Engine #2 and the tanker use which will overtime reduce apparatus and
44 save some money.

45 Todd said this would be a 10 year loan and will be able to make it work in the capital budget.

46 Dennis asked if impact fees can be put toward the truck. Nick said they could, currently the impact fees
47 are set up for fire station expansion and a ladder truck. It was decided not to pursue a ladder truck at
48 this time. Dennis asked if the impact fee needs to be changed before we move forward with this. Todd
49 said we would need to update the ordinance once we have an estimate on the station and switch from
50 the ladder truck to Engine #2.

51 Mike asked about the process to change the impact fee ordinance. Todd said we have the fire and
52 police study which was paused. We would need to go back and finish up the study and revise it to
53 include the updated cost of the fire station and a different truck with a different price. Then proceed
54 with the adoption process which requires a public hearing.

55 Maggie noted that Nick mentioned the foam apparatus on Engine #2 is not working, will we need to
56 repair that. Nick said sinking money into it is not wise. It still is functional, still has water and a pump.

57 The Board agreed to put the question on the warning. Dennis said he agrees as long as the impact fees
58 will be changed.

59 Consider Approval of Net Metering Agreement

60 The Board previously approved Hartland as a solar provider for the Town.

61 Todd said we need to be sure to keep track of the solar credits so we don't lose any.

62 Maggie moved to approve the Net Metering Agreement with Hartland GUVSWMD Solar LLC. Seconded
63 by Mike and approved with 4 yes votes.

64 Consider Approval of Post Closure Amendment for Landfill Solar Project

65 Mike moved to approve submitting the Post Closure Amendment for the Landfill Solar Project.
66 Seconded by Maggie and approved with 4 yes votes.

67 Consider Request for Police Impact Fee Revision for Kelley's Field Project

68 In calculating the impact fees the Zoning Administrator noticed the calculation likely overestimates the
69 number of people per unit for this project.

70 Dennis asked if he builds a one bedroom accessory apartment that would only have one person living in
71 it would his impact fee be half? Merrily said that is a good question and in this case, it is because we
72 are dealing with affordable housing that we are considering the request. Dennis said accessory
73 apartments are meant to be affordable housing too.

74 Alex said it would not be reduced. The reason being, the number of people per bedroom the consultant
75 used for the impact fee is based on statewide averages for unit counts and occupancy. In the case of
76 Kelley's Field, it is more important to note that it is senior housing and the demographics are different
77 for senior housing. Alex noted he and Todd can work on an update so that any senior housing would be
78 calculated with a lower assumed number people per bedroom based on the realities of senior housing.
79 Merrily further asked if Dennis built an accessory apartment only available to people 65 or older would
80 it qualify? Alex said under a revised ordinance he would.

81 Alex said he is asking the Board to act on this request now and then he and Todd will work on an update
82 ordinance.

83 Andrea asked if the senior housing for Haystack Crossing fall under this calculation. She feels there is a
84 difference between market rate and affordable housing. Kelley' Field is subject to affordability criteria
85 and the other housing is not. Alex replied that senior housing criteria a place to start but can also
86 discuss tying it to affordability.

87 Mike asked Cindy how many of the current one bedroom apartments are single occupancy. Cindy said
88 she does not know specifically but typically with the size of that community there might be three units
89 that have couples.

90 Mike said we need to be clear why we are providing this benefit.

91 Merrily moved to approve an adjustment to the Police Impact fee for the Kelley's Field 2 Project to
92 reflect the more realistic occupancy estimate of one person per bedroom. Per the Planning and Zoning
93 Director's 12/22/22 memo, this will result in a Police Impact fee of \$2,806.08. Seconded by Maggie and
94 approved with 4 yes votes.

95 Consider Approval of Form MP-1 for VCDP Grant Condition and Anti-Displacement and Relocation Plan

96 The Municipal Policies and Codes form requires the Town to certify or adopt these policies; Equal
97 Employment Opportunity, Fair Housing, Use of Excessive Force, Restriction on Lobbying, Code of Ethics
98 for Administration of VCDP, Drug Free Workplace Act of 1988, Subrecipient Oversight Monitoring Policy,
99 Whistleblower Protection, and Texting While Driving.

100 Maggie moved to approve the Municipal Policies and Codes, and the Anti-displacement and Relocation
101 Plan. Seconded by Mike and approved with 4 yes votes.

102 Public Hearing Draft FY 24 Capital and Operating Budgets

103 Merrily opened the Public Hearing at 7:01 p.m.

104 She referred to the availability of the budget on the Town Website

105 Andrea said she is attending as she believes in small town democracy and for that to function you need
106 to participate. She acknowledged the elected Selectboard, hired Town Manager and employees and
107 volunteers on committees created this budget. Some who created the budget are elected, some are
108 hired and some are volunteers, but it is that collective process that develops the budget. Everyone can
109 and is invited to participate. We have lost the opportunities and knowledge of the importance of civic
110 engagement. When people ask questions or disagree it is not from a lack of trust, in a small town we do
111 learn to work through disagreements.

112 Carl thanked the Board. He supports the decision to hire Center for Governmental Research for the
113 public safety study since they are including the equity / inclusion component. He asked what budget
114 does this show up in? Merrily said discussion has been to use ARPA funds for that but it has not been
115 finalized.

116 Carl said in highway the 4th position was excluded from the budget. If they do hire someone, would it be
117 at the end of FY 24 or would they go over budget to hire someone. Todd said funding has been removed
118 but not the authorization to fill the position. They will find a way to cover the cost with other parts of
119 the budget if needed.

120 He asked to provide indicators in the budget not just dollars. Number of employees full and part time,
121 miles of road paved, number of fire calls. He feels this is a valuable way for people to see what the
122 budget represents.

123 Jennifer asked about ARPA funds not being included in the budget and asked if it will be a separate
124 budget or how it will work. Merrily said the Board has not decided definitively where to spend the
125 funds. When the decision is made it will be published. Jennifer wanted to repeat her feedback on the
126 funds stating it was to be focused to be spent on marginalized communities. We are spending money
127 on a new safety plan when a safety plan was done in 2008 that was not followed through on. She feels
128 it is important to include the Hinesburg Community Resource Center in receiving those funds as well as
129 consider helping with the Lake Iroquois roadway. Those feel like aspects of addressing supporting
130 marginalized communities. Merrily said the Board will not comment on ARPA funds now. Jennifer asked
131 when will the discussion be on finalizing the ARPA funds use and will there be more opportunities for
132 public input.

133 Todd said the Board last discussed general areas they think they will spend some of the funds. The next
134 step is to come back to the Board in Feb or March with a more detailed list. The budget being discussed
135 tonight does not obligate any ARPA funds. Jennifer noted the discussion of allocating another \$100,000
136 to the Police Department. The safety plan of 2008 did not emphasize growing the Police Department.

137 Jennifer asked what the cost of the Health and Safety Officer is. Merrily said it is in the budget and is a
138 requirement that the Town have the position. The Safety Officer receives a stipend of \$3,000. Jennifer
139 noted in Burlington racism was declared to be a public health emergency, she wants to encourage the
140 Town to spend more money on the stipend so they can look at a variety of health issue throughout the
141 Town from water safety / pollution to racism, ableism, and a number of issues that make the Town feel
142 potentially less safe.

143 Jennifer asked what the justification for the \$10,000 raise for the Town Manager is. Todd said the
144 budget is a combination of his and Joy's salary and is a 5% increase as recommended for all Town
145 employees.

146 Mike said the Town Manager is a contractual position. Todd has been working under a two year
147 contract, given the performance measurements met and other factors the Board amended the contract
148 to five years which included a raise equal to all other staff.

149 Andrea said that LIRD is a municipality and have the opportunity to raise revenue, just as the CSWD
150 came to the voters about the new MRF. She is frustrated that the recreation district does not take their
151 authority and opportunity to go to the voters directly and not go through the towns.

152 Beth and Paul reviewed the Carpenter Carse Library budget. They are requesting \$244,000. Salaries are
153 increasing 9% to meet the average of other peer libraries in Chittenden County. Paul noted they are
154 using over \$60,000 of their cash reserves.

155 Carl urged the Board to support the library request and noted the importance of paying a comparable
156 salary as other library workers in our area.

157 John asked if there will be an informational Town Meeting. Merrily said there will. This will possibly be
158 a hybrid zoom and in person.

159 Andrea addressed the need to recognize "other business" as part of the agenda for that meeting which
160 often generates good discussion.

161 Merrily closed the Public Hearing at 7:40 p.m.

162 Discuss Public Hearing Comments

163 Merrily said good information was shared. She noted Carl and Andrea's comments on adding more
164 information on services.

165 Maggie noted the library has been level funded for quite a few years, she supports the additional \$4,000
166 request and would be comfortable using ARPA funds for that. Todd said he will prepare the budget for
167 the next meeting with the addition but feels it will not make much of a difference.

168 Town Manager Report

- 169 • the third highway employee started last week
- 170 • Village South sidewalk updated construction estimate received. There is a large funding gap and
171 Alex is looking into a downtown transportation program for some possible additional funding.
- 172 • Joy reported 2 more homes have a detection rate of P Phos exceeding acceptable rates. It is one
173 dug well supplying two homes and two poet systems will be needed. Dennis said we may need
174 to bring Town water up to that area.

175 Adjourn

176 Mike moved to adjourn at 7:51 p.m., seconded by Maggie and approved with 4 yes votes.

177 Respectfully submitted,

