

1 **Milton Selectboard and Public Hearing Meeting Minutes**

2 **February 05, 2018 at 5:45PM**

3 **Community Room of Municipal Building**

4 **43 Bombardier Rd Milton, VT 05468**

5
6 **Selectboard Members Present:** Darren Adams, Chairman; Ken Nolan, Vice-Chair (arrived at 6:18PM);
7 John Palasik Clerk; John Cushing, Member

8 **Selectboard Member Absent:** Chris Taylor, Member

9 **Staff Members Present:** Don Turner, Town Manager; Judi Ward, TM Executive Assistant; Dave
10 Allerton, Public Works Director; John Bartlett, Admin/HR Director; Jessica Morris, Finance Director;
11 Danny Sweeney, Highway; Bruce Trombley, Highway; Dustin Keelty, Buildings & Grounds; Lindsey
12 Beaudoin, Public Works Admin; Arthur Garrison, Water/WasteWater; James Bushey,
13 Water/WasteWater; Eric Gallas, Highway

14
15 **Others Present:** John LCATV Technician; Courtney Lamdin, Milton Independent

16
17 **I. Call to Order** – D. Adams called the meeting to order at 5:50PM

18
19 **II. Flag Salute** – D. Adams led the attendees in a Salute to the Flag

20
21 **III. Agenda Review:** Remove Item G, SRO Agreement with MTSD

22
23 **IV. Public Forum:** No one present for Public Forum

24
25 **V. Business**

26
27 **A. Resolution Water/WasteWater Award**

28
29 D. Turner read aloud to the Selectboard and audience, the Resolution recognizing the
30 Water/WasteWater Division of the Department of Public Works, for their dedication
31 and commitment to excellence, including staff members Art Garrison, William
32 Sanderson, James Bushey, Ian Sasso and Jason Scott. The Vermont Agency of Natural
33 Resources performed an inspection of the Town's Wastewater treatment Facility on
34 November 20, 2017, and received a rating of "Excellent." J Cushing made a motion to
35 accept the Resolution as presented. J. Palasik seconded. **The question was called and**
36 **passed unanimously with all members voting in favor.**

37
38 D. Turner and D. Allerton presented the Operation and Maintenance Program
39 Excellence Award to J Bushey and Art Garrison, which they accepted on behalf of the
40 Water/WasteWater division.

41
42 **B. Resolution Retirement Dustin Keelty**

43
44 D Turner read aloud to the Selectboard and audience, the Resolution recognizing the
45 retirement of Dustin Keelty after 15 years of dedication and outstanding service to the
46 Town of Milton. Dustin was acknowledged for his commitment to the Fire Department
47 and the citizens of Milton and as he has been a member since 1990 and currently
48 remains on the Fire Department.

50 J. Cushing made a motion to approve the Resolution as presented. J. Palasik seconded. **The**
51 **question was called and passed unanimously with all members voting in favor.**
52

53
54 D Turner and the Selectboard members presented Dustin Keely with a copy of the
55 Resolution. D. Tuner publicly announced that the Town Staff was hosting a farewell
56 gathering for Dustin this Friday, February 9th at 2:30pm in the Community Room and
57 anyone wanting to attend was welcome.
58

59 **C. Public Hearing Sidewalk Gap**
60

61 **Selectboard Chairman D. Adams opened the Public Hearing for the Sidewalk Gap**
62 **at 6:00pm.**
63

64 Ben Heath from Donald Hamlin Consulting Engineers, Inc. started the discussion by
65 stating the goal of the meeting is to provide the public with an opportunity to learn
66 about the goals of the project and provide an opportunity for the public to express
67 concerns about the project as well as provide input into the overall design of the
68 project. The project includes installing new cement concrete sidewalk, filling in the
69 sidewalk gaps between Nancy Drive and Haydenberry Drive on the south side of Route
70 7.
71

72 Roger Dickinson of Lamoureux & Dickinson, Inc. gave a very detailed overview of the
73 Sidewalk Gap project. R. Dickinson highlighted all areas of the project, which includes
74 filling the gaps on the northerly side of Route 7, starting at Nancy Drive and extending
75 up to Haydenberry Drive to make a cohesive connected sidewalk system on both sides
76 of Route 7. R. Dickinson covered an array of topics, which included the pedestrian
77 activated flashing lights at the sidewalk crossings, street- lights, future major road that
78 is to be built, getting cable and phone lines all on the same pole. R. Dickinson
79 continued his presentation explaining aspects of each section of the project.
80

81 There was a discussion of the parameters of the project. K. Nolan asked D. Turner to
82 see about adding the street lights to the Town's net metering group, to talk with
83 Department of Public Safety about relocating excess poles and checking with the
84 Finance to see if the Town has the money to purchase all of the street lights at the same
85 time.
86

87
88 **Selectboard Chairman D. Adams closed the Public Hearing at 6:30PM.**
89

90 **D. Public Hearing Town Comprehensive Plan**
91

92 **Selectboard Chairman D. Adams opened the Public Hearing at 6:32PM and stated**
93 **for the record that the Public Hearing has to be closed before the plan can be**
94 **voted on and adopted.**

95
96
97
98
99
100
101
102
103
104
105
106
107
108
109
110
111
112
113
114
115
116
117
118
119
120
121
122
123
124
125
126
127
128
129
130
131
132
133
134
135
136
137
138
139
140

D Adams instructed V. Sinadinowski to walk through the changes of the Town Comprehensive Plan. V. Sinadinowski outlined the major changes that were made to the Town Comprehensive Plan, stating that the bulk of the changes had to do with data changes.

- a. Added required language under Act 64 regarding the Lamoille Basin Plan.
- b. Added language on forest blocks and fragmentation, as required under Act 171.
- c. Included documentation of progress on our implementation matrix, as required under Act 90.
- d. Updated demographic, housing, education and other data with more current sources.
- e. Eliminated references to CCRPC's funding program for sidewalk construction.
- f. Acknowledged that CCTA has become green Mountain Transit.
- g. Included more details on the discussion of flooding in the spring of 2011.
- h. Renamed "fluvial erosion hazard areas" to "Rive Corridors and River Corridor Protection Areas."
- i. Acknowledged that the housing targets developed by CCRPC in 2004 are no longer accurate.
- j. Where appropriate, replaced "Zoning and Subdivision Regulations" with "Unified Development Regulations" to reflect the recent adoption of Milton's Unified Development Regulations on September 18, 2017.

V Sinadinowski fielded questions by the Selectboard concerning the timeline, staff and hours that it will take to complete the 2020 Town Comprehensive Plan. V. Sinadinowski informed the Selectboard that the Town Plan for 2020 will be an extensive update to give the Town a new look and get in line with zoning. V. Sinadinowski stated that staff puts in about 10 hours a week and the Planning Commission should not have to go above and beyond the time they are already spending. K. Nolan asked V. Sinadinowski if once the Planning Commission settles on a timeline could that timeline be shared with the Selectboard also, as a possible consideration have the Planning Commission do one section at a time so that the Selectboard can review each section. V. Sinadinowski shared his concern as to how to get the citizens more involved. R. Dickinson asked to present a document to the Selectboard regarding the Town's Comprehensive Plan, stating he looked at it and felt there were more areas that are in need of work. The document was accepted.

Selectboard Chairman D. Adams closed the Public Hearing at 6:51PM.

D Adams called for a motion to adopt the Town Comprehensive Plan. J. Palasik moved to adopt and approve the Town Comprehensive Resolution as presented. K. Nolan seconded. **The question was called and passed unanimously with all members voting in favor.**

141
142
143
144
145
146
147
148
149
150
151
152
153
154
155
156
157
158
159
160
161
162
163
164
165
166
167
168
169
170
171
172
173
174
175
176
177
178
179
180

E. Award Town Forest Trail Project to Timber & Stone

V Sinadinowski addressed the Selectboard to outline why Timber & Stone is the best proposal to design the Universally Accessible Shared-Use Trail. V. Sinadinowski explained to the Selectboard that they received five proposals and ranked them. Timber and Stone decided to be the best proposal, coming under budget by \$1000.00 at \$46,499. V. Sinadinowski is asking the Selectboard to authorize D. Turner to negotiate the contract.

K. Nolan made a motion to award the project of the Town Forest Trail to Timber and Stone and allow the Town Manager, D. Turner to negotiate the contract. J. Cushing seconded. **The question was called and passed unanimously with all members voting in favor.**

F. Certification of TIF Annual Reports (2017)

J. Morris Director of Finance addressed the Selectboard regarding the Annual TIF reports. J. Morris went on to say the 2017 Annual Reports are for both North/South and Town Core TIF Districts and are to be presented to the Selectboard per VEPC requirements. The purpose of the 2017 Annual Reports is to update the Selectboard on the status of finances and projects for informational purposes only. There is no action required by the Selectboard. J. Morris added that Abby Sherman at VEPC has been a huge help as she reviewed everything to date.

D. Adams asked J. Morris if she has any concerns as the new Finance Director. J. Morris responded no. She further explained that the North/South District report is straightforward, however she has concerns with the Town Core with improvement projects but that is because the Town has not had any as of yet. Discussion ensued regarding the TIF Audit and TIF Funds. J. Morris answered the Selectboard's questions.

G. DPW Update – Truck Purchases

D. Allerton Director of Public Works updated the Selectboard on current projects underway, and future needs. The presentation was broken down into the sections of water/wastewater, highway operations, buildings and grounds and stormwater. D. Allerton emphasized a few key points from his update and some discussion took place. D. Adams asked D. Allerton what his opinion on if the culverts need replacing D. Allerton stated that the need replacing however, the Town has to obtain a permit first. D. Adams asked is it literally a permit to work on our own roads. D. Allerton responded yes. D. Adams thanked D. Allerton for an update well done.

181
182
183
184
185
186
187
188
189
190
191
192
193

194
195
196
197

198
199
200
201
202
203
204
205
206

207
208
209
210
211

212

213
214
215
216
217
218

219

220

D. Allerton informed the Selectboard about the bid for the Skid Steer that the Town received from Champlain Valley Equipment. D. Allerton stated that six (6) bids went out and Champlain Valley Equipment is the only one that came back within the Town's budget range. The original bid was \$64,222.00 the highway department agreed that they could go without the planer attachment, which dropped the price down to \$53,357.00. J. Cushing asked if the money was in the budget for this purchase, D. Allerton reiterated that there is \$55,000 in the budget and the Town would be paying \$53,357. There was a question from a man in the audience from JCB and he asked if the bid was for a used skid steer, as the bid seems very low to him. D. Turner reassured the Selectboard that documents were reviewed, and that it is not indicated in the document that it is a used Skid Steer. D. Turner stated that the Town would verify with Champlain Valley Equipment that the Skid Steer is new before purchasing. The man from JCB received a copy of the bid as requested.

K. Nolan made a motion to accept the bid from Champlain Valley Equipment for the Skid Steer minus the planer attachment as described tonight and authorize the Town Manager to move forward with the purchase. J. Cushing seconded. **The question was called and passed unanimously with all members voting in favor.**

D. Allerton apprised the Selectboard of the fact that the Water/Wastewater Division of Public Works needs to replace two of their aging vehicles. D. Allerton indicated the two vehicles were the 2006 Chevrolet Colorado and the 2007 ¾ ton Chevrolet Silverado with a plow package. D. Allerton proposed the following purchases.

- a. 2018 Chevrolet Equinox, \$22,724.00
- b. 2018 Chevrolet Silverado, \$28,999.00
- c. Snow Plow Package, \$5,900.00
- d. Light Bar Installed, \$300.00

D. Allerton confirmed that the total purchase price of both vehicles with the snowplow package and light bar installed is \$57,923.00. This is \$12,077.00 under the FY18 approved budget amount for replacement vehicles. J. Cushing made a motion to approve the recommendation to purchase the two vehicles. K. Nolan seconded. **The question was called and passed unanimously with all members voting in favor.**

F. Grand List Update

Ed Clodfelter Assessor for the Town gave an overview of the 2017 Equalization to the Selectboard. Ed Clodfelter defined the CLA and COD Levels and how they impact the value of the Town's property and open land. Ed Clodfelter informed the Selectboard that 160 permits were issued during 2017, he quickly reviewed the permits.

J. Palasik asked when the last time the Town had an appraisal. Ed Clodfelter

221

222

223

224

225 **VI. Other Business**

226 D Turner addressed the Selectboard regarding a budget adjustment request moving
227 Fire/Rescue Chief's salary to Public Safety Administration. This was required as a
228 result, of the reorganization of the Town Government approved by the Selectboard on
229 July 07, 2017. D. Turner stated he wanted to address this issue prior to the start of the
230 New Chief's on January 02, 2018. J. Cushing made a motion that the Town Manager
231 has the authority to make that request. C. Taylor seconded. Approved unanimously.

232

233 **VII. Warrant #12**

234

235 J. Palasik made a motion to approve Warrant #12, in the amount of, \$201,098.10. C. Taylor
236 seconded. Approved unanimously.

237

238

239

240

241 **VIII. Minutes for December 11, 2017 and December 14, 2017**

242

243 J. Palasik made a motion to approve the two sets of minutes, one for December 11, 2017 and the
244 other for December 14, 2017 as presented. C. Taylor seconded. Approved unanimously.

245

246

247 **IX. Budget Review Public Safety/Police/ Fire/Rescue**

248

249

250

251 **X. Executive Session per 1 V.S.A. § 313 (a) (1)**

252

253 J Palasik moved to find premature public knowledge about legal would cause the Town or person
254 to suffer a substantial disadvantage. C. Taylor seconded the motion. Approved unanimously.

255

256 J Palasik made a motion to move into executive session to discuss Personnel and Litigation to
257 include, D. Adams, J. Palasik, J. Cushing, C. Taylor, TM Don Turner, Jr., Admin/HR Director,
258 John Bartlett and Finance Director, Jessica Morris under the provisions of 1 V.S.A. § 313 of the
259 Vermont Statutes.

260

261 Motion by J. Cushing to close executive session, seconded by C. Taylor. Approved unanimously,
262 at 8:56PM. No action taken during the executive session.

263

264

265 **X. Adjournment**

266

267
268
269
70
271
272
273
274
275
276
277
278
279
280
281

J. Cushing motioned to adjourn at 8:56PM. C. Taylor seconded the motion. Approved unanimously.

Respectfully Submitted,



Date: 2/20/18

John Palasik, Selectboard Clerk

Filed with Milton Town Clerk's Office on this 21 day of Feb., 2018

ATTEST: Kristi Bees Asst. Clerk Milton Town Clerk

<https://livestream.com/lcatv/mse1/videos/167406270>