



**Town of Milton
Regular Selectboard Meeting
Monday, September 17, 2018 at 6:00 p.m.
43 Bombardier Road, Milton VT 05468**

MINUTES

Selectboard Members Present: Darren Adams, Chairman; John Palasik, Clerk; Chris Taylor, Member; Brenda Steady, Member

Staff Members Present: Don Turner, Jr., Town Manager; Sheila Mooney, TM Executive Assistant; Kym Duchesneau, Recreation Coordinator; John Bartlett, Director of Administration, Facilities and Human Resources; Taylor Yeates, Director of Public Safety; John C. Gifford, Treasurer; Eric Gallas, Highway Superintendent

Others Present: Nicole Bushey; Vikki Patterson; Jordan Posner; Courtney Lamdin; Kaleb Wright; Cheryl Persitz

I. Call to Order

The meeting was called to order by D. Adams at 6:01 p.m.

II. Flag Salute

D. Adams led the attendees in the Pledge of Allegiance.

III. Agenda Review

Acceptance of the VTrans Structures Grant Agreement with the Vermont Agency of Transportation for the East Road Bridge No. 6 project has been added to item V.G. Discussion Regarding Bridges.

IV. Public Forum

None.

V. Business

**A. Resolution to Accept the Completed Milton Eagle Scout Project
And Thank the Scout, Kaleb Wright**

Kym Duchesneau, Recreation Coordinator

John Bartlett, Director of Administration, Facilities and Human Resources

Kaleb Wright, Eagle Scout

Rising Eagle Scout, Kaleb Wright has completed his proposed project to paint the interior, sides and trim of all eight dugouts in Bombardier Park West for community members and other Park visitors to enjoy. The project was successfully completed on August 4, 2018.

Motion made by J. Palasik to approve the Resolution as presented which accepts the planning, materials and labor to paint the interior, sides and trim of all eight dugouts in Bombardier Park West and thanks the Scout, Kaleb Wright for his hard work, dedication and successful completion of the project in the summer of 2018 with a second by C. Taylor. Approved Unanimously.

B. Application for Entertainment Permit for Block Party

Nicole Bushey

Milton resident Nicole Bushey seeks approval from the Selectboard to hold a private block party. The block party will be held at 83 Overlake Drive on September 30, 2018 from 4:00 p.m. to 7:00 p.m. The block party will include a bouncy house, catered food truck and music. This will be their 4th annual Neighborhood Block Party.

Motion made by J. Palasik to approve the Application for Entertainment Permit and Application for Facility Use for a Block Party to be held on September 30, 2018 from 4:00 p.m. to 7:00 p.m. at 83 Overlake Drive with a second by C. Taylor. Approved Unanimously.

C. Application for Entertainment Permit for Monster Mile and 5K Fun Run/Walk

Courtney Lamdin, Milton Independent

Courtney Lamdin gave an overview of the Monster Mile and 5K Fun Run/Walk. The event is scheduled for October 20, 2018 from 1:00 p.m. to 4:00 p.m. at Bombardier Park West. Adults, kids and pets are encouraged to come in their Halloween best to support the Milton Family Community Center Food Shelf. Prizes will be awarded for best costumes. There will be spooky tunes, a petting zoo and All Breed Rescue will be there with some of their available dogs.

Motion made by J. Palasik to approve the Application for Entertainment Permit and Application for Facility Use for the Monster Mile and 5K Fun Run/Walk sponsored by the Milton Independent to be held on October 20, 2018 from 1:00 p.m. to 4:00 p.m. with a second by C. Taylor. Approved Unanimously.

D. Adams asked that Don Turner, Jr., Town Manager to revisit why this event has to go in front of the Selectboard every year.

D. Resolution Honoring John C. Gifford for His Service

Don Turner, Jr., Town Manager

John C. Gifford, Treasurer

John C. Gifford has spent countless volunteer hours handcrafting an Information Center now located in the lobby of the Milton Town Offices.

Motion made by J. Palasik to approve the Resolution honoring John C. Gifford for his generous service and thanks him for his work to make Milton a great community with a second by C. Taylor. Approved Unanimously.

E. Milton Family Community Center/Green Mountain Transit - SSTA Services

Don Turner, Jr., Town Manager

Vikki Patterson, Executive Director, Milton Family Community Center

Jordan Posner, Mobility Management Coordinator, Green Mountain Transit

Vikki Patterson, Executive Director for the Milton Family Community Center and Jordan Posner, Mobility Management Coordinator for Green Mountain Transit gave an overview of SSTA Services and funding of the services through a grant.

The Federal Government 5310 “Elderly and Disabled” Grant sets guidelines and regulations for the grant. Vtrans/State of Vermont sets guidelines for the “Elderly and Disabled” Program and distributes the funds. Vtrans/State of Vermont provides 80% of the funds which goes toward transportation costs. Local partners provide the remaining 20% of funds (local match). Vermont’s program is designed to deliver “rural” transportation for individuals that may not have access to public transportation. Chittenden County is allocated to Green Mountain Transit who contracts with SSTA to deliver service. Green Mountain Transit manages the program, monitors ridership, and ensures grant compliance. Local partners are responsible for any spending over the grant balance, at a 100% funding level. Local partners set their own parameters as a way to budget their funds. This varies partner to partner. Milton Family Center is the local partner to Chittenden County. Their current parameters are considered pretty restrictive and offers Milton Family Center a lot of control over the growth of the program. For future program planning, Milton should continue to utilize trip parameters and make sure that demand is not exceeding capacity. Milton should explore capping the types of trips, or dictating they be delivered by modes such as volunteers or sedans, which carry with them lower trip charges. If demand continues to grow, Milton can explore options similar to what the Town of Essex has done with the Essex Senior Van, which allows them more control over demand and growth. Milton Family Community Center will continue managing the program. Milton Family Community Center will provide monthly updates on the funding status. Milton Family Community Center is looking for some sort of assurance from the Town that they will make up any overage.

F. Winter Sand Purchase

Eric Gallas, Highway Superintendent

Eric Gallas, Highway Superintendent gave an overview of the winter sand purchase for the Town of Milton.

The Highway Division of the Department of Public Works needs to purchase winter sand for winter operations. There is \$30,400.00 in allocated funds in the Milton DPW Highway Division’s FY 2019 Budget. The Highway Division contacted MSI, GW Tatro Corp.,

Hinesburg Sand and Gravel and A. Nadeau and Company, Inc. A. Nadeau and Company, Inc. had the lowest quote of \$8.40 per ton.

Motion made by J. Palasik authorizing the Town Manager or his designee, to purchase up to \$30,400.00 of winter sand from A. Nadeau and Company, Inc. at a price of \$8.40 per ton with a second by B. Steady. Approved Unanimously.

G. Discussion Regarding Bridges

Don Turner, Jr., Town Manager

Don Turner, Jr., Town Manager gave an overview of the Vtrans Structures Grant Agreement with the Vermont Agency of Transportation for the East Road Bridge No. 6 project.

Motion made by J. Palasik authorizing the Town Manager or his designee, to execute the VTrans Structures Grant Agreement with the Vermont Agency of Transportation for the East Road Bridge No. 6 project, with a VTrans share of \$157,500 and a local match of \$17, 500, for a total amount of \$175,000 with a second by C. Taylor. Approved Unanimously.

H. Paving Contract

Don Turner, Jr., Town Manager

Eric Gallas, Highway Superintendent

Don Turner, Jr., Town Manager and Eric Gallas, Highway Superintendent gave an overview of the paving contract. The paving that took place in 2017; the paving that will be completed in 2018; and a list of roads that have been planned for 2019 pending funding in the FY20 Budget were discussed.

Motion made by J. Palasik authorizing the Town Manager or his designee, to enter into an agreement with S.D. Ireland Brothers Corp for the repaving of James Drive, Ira Place, Jonzetta Court, Lena Court and Cobble Hill Road according to the drawing and specifications of the engineer, Donald L. Hamlin Consulting Engineers, Inc. in the total amount of \$277,129.99 with that amount not to be exceeded with a second by B. Steady. Approved Unanimously.

I. Rescue Staffing

Taylor Yeates, Director of Public Safety

Taylor Yeates, Director of Public Safety gave an overview of Rescue staffing.

Since April the Rescue Department has struggled to maintain the service that everyone has come to expect. At times they have been unable to staff a primary ambulance and provide service from a Milton truck. Although these out of service times have been limited, they have occasionally occurred. However, if an out of service time is anticipated they work with their local partners, specifically Colchester Rescue, to ensure the time is minimized.

Typically this means a service outage between midnight and 6 a.m. on Saturdays. In any two week period they have averaged just 12 hours of out of service time. The Rescue Department is suffering from the same issues many other departments are facing. They are: the lack of volunteers and the lack of qualified volunteers. Over the last 20 years medical scope of practice has expanded greatly for both advanced life support providers and basic EMTs. Although this is good for the patient it increases the amount of initial and ongoing training required of volunteers. The EMT course offered at UVM is now 150 hours long, while the next level provider must add 20 hours on top of that to practice their skills in the Medical Center Emergency Department. This expanded level of practice has also increased the burden of squad based training. To ensure qualified and experienced they have internal qualification standards for roles such as driver or crew chief. As medical standards have expanded so have these qualification standards, putting additional burden on volunteers. In order to solve the staffing problem changes have been implemented based around two key goals. First, make volunteering at the Rescue Department as easy as possible for volunteers. This means leaning on existing part-time staff to shoulder the administrative burden of running a rescue department. The goal is to make it easy for volunteers to focus all their efforts on the actual practice of emergency medicine. Second, an aggressive recruiting strategy has been implemented with a focus on bringing in volunteers who already have their EMT licenses. The goal is to bring in “day-one-ready” volunteers who can immediately begin practicing and are ready to be part of a legal ambulance crew. In the last month the Rescue Department has on-boarded 2 certified EMT volunteers and processed the applications of 3 separate per-diem advanced life support provider candidates. This along with morale changes at the station have stabilized the schedule and potentially turned the corner with weekend holes. The remaining challenge is money. Per-diem Advanced EMTs are used to fill the schedule for shifts that are chronically difficult to fill with volunteers or at times when last minute call out or sickness make it difficult to fill a shift. The Rescue Department has likely maxed out their ability to use per-diem shifts given the current budget allocation, but could still use additional help. For the foreseeable future they will be limited in this capacity.

D. Adams requested a spreadsheet on call volume for all three departments.

VI. Town Manager’s Update

Don Turner, Jr., Town Manager

- Landfill – Additional testing of the landfill is now required due to the discovery of PFAS in the groundwater. Waite-Heindel Environmental will be conducting the landfill monitoring for a total contract amount of \$14,454.45.
- Dog Park – The Dog Park is fully seeded and fertilized and awaiting fencing installation.
- Picnic Pavilion – There was some vandalism at the picnic pavilion east over the weekend.
- Nortrax – Nortrax partial payment due to grader wing has not been delivered yet.
- RPC – The guard rail system over the interstate bridge is the Town’s responsibility. Will send documentation to verify.

- Easement – The State of Vermont, Agency of Natural Resources, Department of Fish and Wildlife has acquired an easement covering 114 acres in the Town of Milton from H.W. Ventures, L.C.
- Facility Feature Article – An article by Kym Duchesneau, Recreation Coordinator entitled “Getting Stuff Done in Milton” was published in the Facility Feature.
- Hardscrabble Road – Hardscrabble Road has been patched for now.
- Flander’s Development Meeting – The Flander’s Development meeting went well and was well attended.
- Conflict of Interest Policy – A Conflict of Interest Policy is needed in order to receive FEMA money.
- Community Room – Jean Hudson, Custodian did a wonderful job steam cleaning the Community Room carpets.
- Route 7 – VTrans will begin paving sections of Route 7 starting this week and ending by Friday.
- Town Cemeteries – The Town has begun the process of sprucing up the Town cemeteries. Two dead trees in the Village Cemetery need to be taken care of.

VII. Supplemental Warrant

Motion made by J. Palasik to approve Supplemental Warrant as presented in the total amount of \$222,408.94 with a second by C. Taylor. Approved Unanimously.

VIII. Warrant #7

Motion made by J. Palasik to approve Warrant #7 in the total corrected amount of \$426,599.32 with a second by C. Taylor. Approved Unanimously.

IX. Approval of Minutes of September 4, 2018

Motion made by J. Palasik to approve the Minutes of September 4, 2018 as presented with a second by B. Steady. Approved Unanimously.

X. Executive Session

A. Contracts

Motion made by J. Palasik at 7:54 p.m. that premature public knowledge about contracts would cause the Town or person to suffer a substantial disadvantage with a second by C. Taylor. Approved Unanimously.

Motion made by J. Palasik at 7:54 p.m. that the Selectboard enter into executive session to discuss contracts under the provisions of 1 VSA 313 (a)(1) of the Vermont Statutes; to include all four members of the Selectboard present tonight and Don Turner, Jr., Town Manager; John Bartlett, Director of Administration, Facilities and Human Resources;

and Taylor Yeates, Director of Public Safety with a second by C. Taylor. Approved Unanimously.

XI. Action as a Result of Executive Session

Motion by J. Palasik at 9:41 p.m. to close executive session with a second by C. Taylor. Approved Unanimously.

Motion by J. Palasik at 9:42 p.m. to ratify the AFSCME Local 1343 Contract effective July 1, 2018 – June 30, 2021 with a second by C. Taylor. Approved Unanimously.

Motion by J. Palasik at 9:43 p.m. to ratify the New England Police Benevolent Association, Inc. Local 411 Contract July 1, 2018 – June 30, 2021 with a second by C. Taylor. Approved Unanimously.

XII. Motion to Adjourn

Motion made by J. Palasik at 9:54 p.m. to adjourn the meeting with a second by C. Taylor. Approved Unanimously.

D. Adams adjourned the meeting at 9:54 p.m.

Respectfully Submitted,

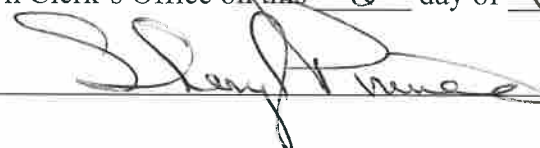
Sheila Mooney

APPROVED MINUTES:

 Date: 10/01/18

John Palasik, Selectboard Clerk

Filed with the Milton Town Clerk's Office on this 2 day of October, 2018.

ATTEST:  _____, Milton Town Clerk