



**Town of Milton**  
**Regular Selectboard Meeting**  
**Monday, October 1, 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; Sheryl M. Prince, Town Clerk; Victor Sinadinowski, Director of Planning and Economic Development; Jessica Morris Director of Finance; David K. Allerton, PE, Director of Public Works

**Others Present:** Ayeshah Raftery, Development Director for Visiting Nurse Association; Dale Desranleau; Gerrit Desranleau

**I. Call to Order**

The meeting was called to order by D. Adams at 6:00 p.m.

**II. Flag Salute**

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

**III. Agenda Review**

None.

**IV. Public Forum**

None.

**V. Business**

**A. Visiting Nurse Association – Funding Request for 2020**

*Ayeshah Raftery, Development Director for Visiting Nurse Association*

Ayeshah Raftery, Development Director for Visiting Nurse Association gave an overview of their funding request for 2020. The VNA requests annual contributions from each town and city in their two-county service area. The VNA provided \$2.32 million in charitable care this year. Last year, the VNA cared for over 5,900 people (367 were from Milton) of all ages, regardless of their ability to pay. The VNA's goal is to have each town and city help to alleviate some of the debt the VNA incurs. The town of Milton pledged \$2,060 for FY19. For fiscal year 2020, the VNA is requesting a contribution from Milton in the amount of \$5,000.

D. Adams requested a history of the cost of providing care to Milton residents after reimbursement from Medicare, Medicaid, private insurance, contracts and patient fees. Ayeshah Raftery stated that she will provide that information to the Selectboard at a later date.

**B. Resolution For a Mobile Storage Shelving System**

*Sheryl M. Prince, Town Clerk*

**Motion made by J. Palasik authorizing the Town Clerk to sign the necessary documents to purchase three additional mobile shelving units through Dupont Storage Systems not to exceed \$47,155.00 with a second by B. Steady. Approved Unanimously.**

**C. Unified Development Regulations Public Hearing #2**

*Victor Sinadinoski, Director of Planning and Economic Development*

The Unified Development Regulations Public Hearing #2 was called to order by D. Adams at 6:15 p.m.

Victor Sinadinoski, Director of Planning and Economic Development gave an overview of the proposed Unified Development Regulations. The Planning Commission reviewed and amended the Milton Unified Development Regulations and held a public hearing on June 5, 2018. The Planning Commission submitted the proposed Unified Development Regulations to the Selectboard on June 19, 2018. The Selectboard held two public hearings on the proposed Unified Development Regulations on July 16, 2018 and October 1, 2018.

Dale Desranleau and Gerrit Desranleau discussed with the Selectboard adding an additional amendment to allow pet and animal service as a conditional use in the DB1, NC1 and NC2 districts. The Selectboard agreed to add this amendment.

The Unified Development Regulations Public Hearing #2 was adjourned by D. Adams at 6:55 p.m.

**Motion made by J. Palasik to adopt and approve the proposed Unified Development Regulations for the Town of Milton with one additional amendment as follows: to allow pet and animal service as a conditional use in the DB1, NC1 and NC2 districts with a second by C. Taylor. Approved Unanimously.**

**D. Budget Timeline**

*Jessica Morris, Director of Finance*

Jessica Morris, Director of Finance gave an overview of the budget timeline.

**E. Authorization to Execute an Engineering Services Agreement with Hoyle Tanner Associates for the East Road Bridge Nos. 5 and 6**

*David K. Allerton, P.E., Director of Public Works*

David K. Allerton, P.E., Director of Public Works gave an overview of the Engineering Services Agreement with Hoyle Tanner Associates for the East Road Bridge Nos. 5 and 6. The Department of Public Works needs to engage the services of an engineering firm for the East

Road Bridge Nos. 5 and 6 replacement project. The Department of Public Works followed a Request for Qualifications process to evaluate qualified engineering firms for the project, and received Statements of Qualifications from Hoyle Tanner & Associates; Stantec, Dubois & King; Vanasse Hangen Brustlin; and Weston & Sampson Engineers. The Department of Works recommends the Town of Milton enter into an Engineering Services Agreement with Hoyle, Tanner & Associates for the engineering work for the project, for a fee of \$148,840. Funding for the project will be from the following sources: a \$175,000 grant from the Vermont Agency of Transportation to use towards Bridge No. 6; and the \$1.5M Bond passed by the Town of Milton voters in March 2018.

**Motion made by J. Palasik authorizing the Town Manager, or his designee, to execute an Engineering Services Agreement between the Town of Milton and Hoyle Tanner Associates for the East Road Bridge Nos. 5 and 6 Replacement Project in the amount of \$148,840.00 with a second by B. Steady. Approved Unanimously.**

**F. Authorization to Execute VTrans Grant CA0382 Amendment No. 2 for the Cherry Street Project**

*David K. Allerton, P.E., Director of Public Works*

David K. Allerton, P.E., Director of Public Works gave an overview of the VTrans Bike/Pedestrian Grant Agreement with the Vermont Agency of Transportation for the Cherry Street Sidewalk Project. The Town of Milton, Department of Public Works needs additional funding to complete the Cherry Street Sidewalk Project. The Department of Public Works applied for additional funding for the Cherry Street Sidewalk Project to the Vermont Agency of Transportation (VTrans) Bike/Pedestrian Grant Program in the amount of \$35,000, said Grant to provide 80% funding, with 20% local match. The Department of Public works was notified by VTrans of being awarded the Grant on August 10, 2018. The estimated grant funding is, Grant Share: \$28,000; Local Share: \$7,000; Total Amount: \$35,000. The \$7000 Local Match requirement will be paid from the Road and Sidewalk Restoration budget line item.

**Motion made by J. Palasik authorizing the Town Manager, or his designee, to execute the VTrans Bike/Pedestrian Grant Agreement with the Vermont Agency of Transportation for the Cherry Street Sidewalk Project with a VTrans share of \$28,000 and a local match of \$7,000 for a total amount of \$35,000 with a second by B. Steady. Approved Unanimously.**

**G. Adopt and Approve Policy/Resolution – Observance of Martin Luther King Jr. Day**

*Don Turner, Jr., Town Manager*

**Motion made by J. Palasik to approve and adopt the Resolution that effective immediately the Milton Selectboard adopts Policy 18-01 as follows: All full time permanent employees be paid for twelve (12) holidays with ten (10) falling on the official observed federal holiday dates: New Year’s Day; Martin Luther King Jr. Day; Presidents Day; Memorial Day; Independence Day; Labor Day; Columbus**

**Day; Veterans Day; Thanksgiving Day; Day after Thanksgiving; Christmas Day; and Christmas Eve Day with a second by C. Taylor. Approved Unanimously.**

**VI. Town Manager's Update**

*Don Turner, Jr., Town Manager*

- Selectboard Meeting – The November 5, 2108 Selectboard meeting has been moved to Tuesday, November 13<sup>th</sup>.
- Winter Operation Plan – DPW will be presenting the Winter Operation Plan on October 15<sup>th</sup>.
- Hour-Glass Project - VTrans will be at next Selectboard meeting to discuss conceptual plans for the hour-glass project.
- GAP Sidewalk Project – There will be an update from Benjamin D. Heath, PE. Vice President, Hamlin Consulting Engineers, Inc. at the next Selectboard meeting.
- Creamery Building –The Town is working with Krista Washburn on demolition and repurposing of the Creamery Building.
- Assistance to Firefighter's Grant – Taylor Yeates, Director of Public Safety is planning to apply for the Assistance to Firefighter's Grant. There is a 5% match, but no requirement to accept the grant if awarded the money. Potential uses (in order of priority): fire turnout gear HAZMAT washer/dryer; ambulance power stretchers and power stretcher loader; air compressor/fill station/cascade system; EMS fly vehicle.
- Dog Park – The fencing for the dog park started last week and should be done soon. The Town is reviewing options for vehicle parking at the dog park.
- Field House – The Field House is closing in mid-November and will be winterized for the season.
- Stephen LaRoche, Chief of Police will be out October 4<sup>th</sup> through October 10<sup>th</sup>.
- Taylor Yeates, Director of Public Safety will be out October 3<sup>rd</sup> through October 10<sup>th</sup>.
- Police Department Salaries – A salary comparison of officers was requested by the Selectboard.

**VII. Warrant #8**

**Motion made by J. Palasik to approve Warrant #8 in the total amount of \$153,488.79 with a second by B. Steady. Approved Unanimously.**

**VIII. Approval of Minutes of September 17, 2018**

**Motion made by J. Palasik to approve the Minutes of September 17, 2018 as presented with a second by C. Taylor. Approved Unanimously.**

**IX. Executive Session**

An Executive Session was not held.

**X. Action as a Result of Executive Session**

An Executive Session was not held.

**XI. Motion to Adjourn**

**Motion made by C. Taylor to adjourn the meeting at 7:43 p.m. with a second by B. Steady.  
Approved Unanimously.**

D. Adams adjourned the meeting at 7:43 p.m.

Respectfully Submitted,

Sheila Mooney

APPROVED MINUTES:



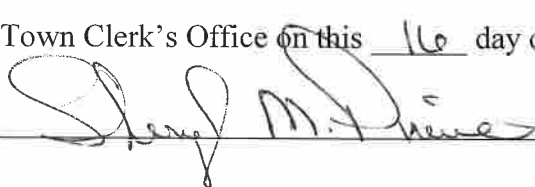
Date:

10/15/18

John Palasik, Selectboard Clerk

Filed with the Milton Town Clerk's Office on this 16 day of October, 2018.

ATTEST:



, Milton Town Clerk