



**Town of Milton**  
**Regular Selectboard Meeting**  
**Tuesday, November 13, 2018 at 6:00 p.m.**  
**43 Bombardier Road, Milton VT 05468**

**MINUTES**

**Selectboard Members Present:** Ken Nolan, Vice-Chairman; Chris Taylor, Member; Brenda Steady, Member

**Staff Members Present:** Don Turner, Jr., Town Manager; Sheila Mooney, TM Executive Assistant; Eric Gallas, Highway Superintendent

**Others Present:** Bill Kaigle; Sarah Vogelsang-Card; Courtney Lamdin; Sara Wool

**I. Call to Order**

The meeting was called to order by K. Nolan at 6:01 p.m.

**II. Flag Salute**

K. Nolan led the attendees in the Pledge of Allegiance.

**III. Agenda Review**

Item V.G. Lake Road and Railroad Street – DWSRF Loan Approval was removed from the Agenda.

**IV. Public Forum**

None.

**V. Business**

**A. COTS (Committee on Temporary Shelter) – Allocation Request**  
*Tamira Martel, Corporate and Foundations Relationship Manager*

COTS (Committee on Temporary Shelter) did not appear as scheduled.

COTS is the largest service provider for people who are homeless or at risk of becoming homeless in Vermont. COTS is a private Vermont nonprofit, governed by a volunteer Board of Directors. In addition to prevention programs, COTS provides emergency shelter, outreach and transitional and permanent housing to people in need. During the most recent state fiscal year across all of its services, COTS assisted 2,381 people (including 855 children) through shelter, outreach, prevention services, and transitional and permanent housing. COTS provided help and hope to 45 households (including 56 children) living in Milton. The Committee on Temporary Shelter (COTS) is requesting an allocation of \$350 from the Town of Milton.

**B. HOPE Works (Healing, Outreach, Prevention and Empowerment) (f/k/a the Women’s Rape Crisis Center) - Allocation Request**

*Cathleen Barkley, Executive Director, HOPE Works  
Don T. Turner, Jr., Town Manager*

Cathleen Barkley was unable to attend the meeting, but asked that the Town Manager provide information to the Selectboard in her absence. Don T. Turner, Jr., Town Manager gave an overview of HOPE Works. HOPE Works is a nonprofit organization that has served residents of Milton for over 40 years. HOPE Works offers the only twenty-four hour a day, seven days a week hotline for survivors of sexual assault in Chittenden County. HOPE Works provided comprehensive victim services to 920 survivors of sexual violence and their loved ones from July 2017 to June 2018. HOPE Works served 619 Vermonters who experienced sexual assault and abuse directly; assisted 189 children who were exposed to this violence; and supported another 112 loved ones of survivors (family, friends, intimate partners and roommates.) HOPE Works responded to 2,312 hotline and online hotline calls during the year and an additional 727 in-person call outs – providing support and assistance to survivors at the hospital police stations, courthouse, and other service organizations. On any given average day (including weekend days) HOPE Works provided services to 8 survivors. HOPE Works received first contact from a new client every 9 hours throughout the day and night hours. A new victim of stalking reaches out to HOPE Works for services every 5 days. Ten new survivors of rape reach out to HOPE Works every week. Twenty-seven survivors of sex trafficking contacted HOPE Works this year. Support from the Town of Milton would help provide resources for their direct services, prevention workshops, and the hundreds of survivors they assist. This past year, HOPE Works served 17 Milton residents by providing information, support, advocating for housing, and accompanying them at Fletcher Allen Hospital for forensic exams, after a sexual assault. In addition, HOPE Works provided hotline, advocacy, and in-person services to Milton residents 102 times throughout the year. HOPE Works is requesting an allocation of \$350 from the Town of Milton.

**C. Vermont Family Network – Allocation Request**

*Sarah Vogelsang-Card, Operations Director, Puppets in Education*

Sarah Vogelsang-Card gave an overview of the Vermont Family Network. The mission of the Vermont Family Network is to empower and support all Vermont Families of children with special needs. Formed in 2008 when two organization, the Vermont Parent Information Center (VPIC) and Parent to Parent of Vermont (P2P) merged, Vermont Family Network has collectively served the families of Vermont for more than 30 years and created a virtual “one stop shop” for families of children with special needs and the providers who serve them. Vermont Family Network serves over 4100 families yearly with expert information, referral and assistance services provided by family support consultants. Last year 575 families received services that supported their young children’s developmental and early education needs. In the last school year 5774 Vermonters were able to benefit from the educational programs. Vermont Family Network is requesting an allocation of \$1,000 from the Town of Milton.

**D. Age Well (formerly CVAA) – Allocation Request**

*Sara Wool, Director of Development & Communications*

Sara Wool, Director of Development & Communications gave an overview of Age Well. For more than 40 years, Age Well (formerly CVAA) has provided services and support that allow seniors to stay independent, and remain healthy at home, where they want to be. As a nonprofit,

most of Age Well's services are provided at no charge and they rely on donations and Town funding to continue to help the aging population access services and receive support. By integrating community resources, health services and wellness programs they are able to enhance and improve quality of life for seniors in Northwestern Vermont. Age Well's Meals on Wheels programs provide a unique service. Those who rely on Meals on Wheels are significantly more likely to report poorer health, screen positive for depression and report recent falls and emergency department utilization. The combination of proper nutrition, a safety check and a friendly visit offers wrap-around support that enables seniors to remain healthier independent and at home. Vermont is ranked as the second "oldest" state in the country and the population of seniors is only expected to grow. Overwhelmingly, Vermonters want to grow old in their own homes Age Well provides the services and support to ensure that this is a possibility. Last year, Age Well served 410 people from Milton. Services included: 346 calls to the Helpline; 662.5 hours of care and service coordination; 9,088 Meals on Wheels delivered; 1,450 Congregate Meals served; 32.5 hours of options counseling; and 15 residents took Tai Chi classes. 44 Milton residents volunteered 600 hours. The impact of the services Age Well provides include: One year of Meals on Wheels equals roughly the same cost as one day in a hospital; 87% say Meals on Wheels makes them feel more safe and secure; and 92% say Meals on Wheels enables them to remain living at home. Age Well is requesting an allocation of \$5,500.

The Selectboard asked Sara Wool to explain the increase in meals delivered to Milton residents. Sara Wool will get back to the Selectboard with the requested information.

**E. General Stannard House Fund – Allocation Request  
(Milton Historical Society is not asking for an allocation at this time)**

*Bill Kaigle, Co-Chair, General Stannard House Committee and  
President, Milton Historical Society*

Bill Kaigle, Co-Chair, General Stannard House Committee and President of the Milton Historical Society gave an overview of the General Stannard House Fund allocation request. The General Stannard House Fund is fiscally sponsored by the Milton Historical Society, a 501(c) (3) non-profit charitable organization. The Milton Historical Society is not asking for an allocation at this time. The General Stannard House Fund is currently actively fundraising, seeking grant opportunities, and working on the planned house disassembly and storage. The Town of Milton's allocation would assist them as they work toward their end goal of the restored house and a Civil War heritage destination in Milton, open to the public. The General Stannard House Committee is requesting an allocation of \$500.

**F. Winter Operations Guidelines Approval**

*Eric Gallas, Highway Superintendent*

Eric Gallas, Highway Superintendent gave an overview of the Winter Operations Guidelines. The Guidelines address wintertime Department of Public Works operations, and includes the following: snow and ice removal, water and sewer maintenance, winter weather related operations and emergencies and coordination between Town Departments.

**Motion made by C. Taylor to approve the Winter Operations Guidelines as presented with a second by B. Steady. Approved Unanimously.**

**G. Lake Road and Railroad Street – DWSRF Loan Approval**

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

Item V.G. was removed from the Agenda.

**H. Milton STP BP16(10) – Route 7 Sidewalk Gap Project**

**Lamoureux & Dickinson Amendment #1**

*Don Turner, Jr., Town Manager*

Don Turner, Jr., Town Manager gave an overview of the Town of Milton Agreement for Consultant Engineering Services with Lamoureux & Dickinson Consulting Engineers, Inc. Amendment #1. The proposed Amendment #1 is for additional time and work by Lamoureux & Dickinson beyond what was previously anticipated for the Milton STP BP16(10) – Route 7 Sidewalk Gap Project.

**Motion made by C. Taylor authorizing the Town Manager, or his designee, to approve the Town of Milton Agreement for Consulting Engineering Services with Lamoureux & Dickinson Consulting Engineers, Inc. Amendment #1 for the Route 7 Sidewalk Gap Project as presented with a second by B. Steady. Approved Unanimously.**

**VI. Town Manager’s Update**

*Don Turner, Jr., Town Manager*

- Don Turner, Jr., Town Manager thanked the Selectboard for allowing him the opportunity to run for Lieutenant Governor. The results were disappointing but the experience was very gratifying.
- SD Ireland Appeal – The Selectboard will hold an executive session to discuss a negotiated agreement.
- Paving – Paving is complete.
- Old Water Plant – The Old Water Plant has been cleaned out.
- Dog Park – The Dog Park has been completed and will open in the Spring.
- Field House – The Field House is now closed for the season.
- Finance Department – Doris Trainque has moved from her position as a part-time clerk in the Town Clerk’s Office and has accepted a vacant position in the Finance Department.
- Town Clerk’s Office – We have received a number of applicants interested in the part-time clerk’s position available in the Town Clerk’s Office.
- Highway Equipment – All new highway equipment has now been received including sidewalk plow, 7 yard dump truck loader, grader, and excavator.
- Meals on Wheels – On his own time, the Police Chief is helping out with Meals on Wheels to enhance community policing for our most vulnerable.
- Dispatching Services – We have received a quote from St. Albans for dispatching services for substantially less than our current vendor Colchester.
- Auctioned Vehicles – We received a check from Auctions International in the amount of \$22,880.00 for recently auctioned vehicles.

- **Equipment Purchase - Looking into the purchase of two self-contained breathing apparatus and a specially designed commercial washer.**

**VII. Supplemental Warrant – Quarterly Water Bills**

**Motion made by C. Taylor to approve Supplemental Warrant – Quarterly Water Bills in the amount of \$3,263.18 with a second by B. Steady. Approved Unanimously.**

**VIII. Warrant #11**

**Motion made by C. Taylor to approve Warrant #11 in the amount of \$535,604.42 with a second by B. Steady. Approved Unanimously.**

**IX. Approval of Minutes of October 29, 2018 Joint Selectboard/School Board Meeting**

**Motion made by C. Taylor to approve the Minutes of October 29, 2018 Joint Selectboard/School Board Meeting as presented with a second by B. Steady. Approved Unanimously.**

**X. Approval of Minutes of October 29, 2018 – Public Information Meeting**

**Motion made by C. Taylor to approve the Minutes of October 29, 2018 Public Information Meeting as presented with a second by B. Steady. Approved Unanimously.**

**XI. Executive Session per V.S.A. Title 1 Section 313**

**Motion made by C. Taylor at 7:00 p.m. that premature public knowledge about legal issues would cause the Town or person to suffer a substantial disadvantage with a second by B. Steady. Approved Unanimously.**

**Motion made by C. Taylor at 7:00 p.m. that the Selectboard enter into executive session to discuss legal issues under the provisions of 1 VSA 313 (a)(1) of the Vermont Statutes; to include three members of the Selectboard present tonight and Don Turner, Jr., Town Manager with a second by B. Steady. Approved Unanimously.**

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

**Motion by C. Taylor at 7:39 p.m. to close executive session no action taken with a second by B. Steady. Approved Unanimously.**

**XIII. Motion to Adjourn**

**Motion made by C. Taylor at 7:39 p.m. to adjourn the meeting with a second by B. Steady. Approved Unanimously.**

K. Nolan adjourned the meeting at 7:39 p.m.

Respectfully Submitted,

Sheila Mooney

APPROVED MINUTES:

Ken Nolan Date: 11/19/18  
Ken Nolan, Selectboard Vice-Chair

Filed with the Milton Town Clerk's Office on this 20 day of November, 2018.

ATTEST: Sheila Mooney, Milton Town Clerk