



**Town of Milton – Selectboard Meeting  
43 Bombardier Road, Milton VT 05468  
In Person and/or via Zoom – Community Room  
Monday, June 19, 2023 at 6:00 p.m.**

**MINUTES**

**Selectboard Members Present:** Darren Adams, Chair; Michael Morgan, Vice Chair; Brenda Steady, Clerk; Leland Morgan, Member; Chris Taylor, Member

**Selectboard Members Absent:** None

**Staff Members Present:** Don Turner Jr., Town Manager; John Bartlett, HR and Operations Director; Brittany Tradup, Executive Assistant to the Town Manager; Michaela Foody, Public Safety Director; Amber N. Baker, Finance Director; Cymone Bedford, Planning & Development Review Director (remote); Jenna Tucker Eugair, Recreation Director; Sean McCann, Rescue Chief; Tom Elwood, Water/Wastewater Superintendent (remote); Eric Gallas, Highway Superintendent

**Others Present:** Jenn Taylor; Terry Eckert; Keely Agan; Monique Ziegler; Erich Ziegler; William Heald, Seneca Masonic Lodge; Adam Morgan, Seneca Masonic Lodge; Shannon Gunderson, Milton Independent; Michael Frett, The Islander; Ryan Bushey; Diane Barrows (remote); Lori Donna (remote); Jessica Groeling (remote)

**I. Call to Order**

D. Adams called the meeting to order at 6:10 p.m.

**II. Flag Salute**

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

**III. Agenda Review**

No changes.

**IV. Public Forum**

None.

**V. Consent Agenda**

- Approval of Selectboard Meeting Minutes of 06/05/2023
- Approval of Warrant #26

**Motion made by M. Morgan to approve the Consent Agenda, with a second by C. Taylor.** There was a brief explanation and discussion about an item on the warrant in the amount of \$689,436.00. D. Turner explained that this item is a refund for an accidental tax overpayment. **Motion approved unanimously.**

**VI. Recognition of Juneteenth Holiday**  
*Cymone Bedford, Planning and DEI Director*

C. Bedford provided a brief history of the Juneteenth holiday, highlighting the significance of the date and how it is recognized at the local, statewide and national levels. D. Turner noted that the Selectboard adopted a resolution in 2022 recognizing Juneteenth as an official Town holiday, but it is not currently a paid day off for Town employees. The Town will be working over the next several months on how to incorporate the holiday into the Town's leave policy.

**VII. Recreation Commission Reappointment: Ryan Bushey**  
*Jenna Tucker Eugair, Recreation Director*

J. Tucker Eugair and D. Turner introduced Ryan Bushey, noting that he has been on the Recreation Commission for three years, and he recently took the position as Vice-Chair of the Commission.

**Motion made by M. Morgan to reappoint Ryan Bushey to another 3-year term on the Recreation Commission, with a second by L. Morgan. Motion approved unanimously.**

**VIII. Car Show Entertainment Permit**  
*Jenna Tucker Eugair, Recreation Director*

J. Tucker Eugair presented that this entertainment permit application is for the Seneca Masonic Lodge's Annual Car Show that will take place in Bombardier Park on August 6, 2023. J. Tucker Eugair and applicant William Heald of the Seneca Masonic Lodge responded to questions from the Selectboard.

**Motion made by L. Morgan to approve the Application for Entertainment Permit for Seneca Masonic Lodge to hold a Car Show at Bombardier Park West on August 6, 2023, with a second by C. Taylor. Motion approved unanimously.**

**IX. Community Champions Award**  
*Jenn Taylor, Terry Eckert, Keely Agan*

Jenn Taylor, Terry Eckert and Keely Agan provided background on the award, and noted that this will be the ninth year that this has been awarded. This year's award will be presented to the recipient at National Night Out on August 1, 2023, and the recipient's name will remain confidential until that date. The committee takes nominations throughout the year, looking for people who have a strong impact on others and wants to motivate others to do the same.

As per tradition, the Selectboard signed the resolution recognizing the recipient, without divulging their name until National Night Out. The official minutes will not include the recipient's name.

**Resolution – Milton Community Champion Award Recipient 2023**

WHEREAS, the Town of Milton formally recognizes individuals who have significantly enhanced the Milton community through their commitment, leadership and service to others; and

WHEREAS, the Town of Milton Selectboard acknowledges that the process approved by the Selectboard to form the Milton Community Champions Award Committee to achieve a consistent and transparent selection process to be applied annually to community nominees; and

WHEREAS, the nominations are submitted by Milton community members who have found the nominees to be exemplary in their commitment to serve the Milton community; and

WHEREAS, *[information redacted from minutes]*.

THEREFORE, BE IT RESOLVED, on behalf of the Town of Milton and its community, the Town of Milton Selectboard expresses sincere gratitude to *[information redacted from minutes]*, for *[information redacted from minutes]* tireless contribution to enhancing Milton.

**Motion made by M. Morgan to sign the resolution honoring the 2023 Milton Community Champion Award recipient, whose name will be announced at the National Night Out event on August 1, 2023, with a second by C. Taylor. Motion approved unanimously.**

**X. Request for Proposals (RFP) for Market Feasibility Study for Indoor Recreation Community Facility**

*Don Turner, Jr., Town Manager*

D. Turner presented the background and history on this item, noting the events that led to this RFP process and document. There was a discussion about the process between D. Turner and the Selectboard.

**Motion made by M. Morgan to move forward with the Request for Proposals for Market Feasibility Study for Indoor Recreation Community Facility, with a second by C. Taylor. Motion approved unanimously.**

**XI. AARP Letter of Designation**

*Cymone Bedford, Planning and DEI Director*

C. Bedford presented that the purpose of this item is to discuss the opportunity to involve the Town of Milton in the AARP Age-Friendly States and Community Program. C. Bedford discussed the benefits of the program and the process for the program itself. The first step is to sign a letter of intention to join the network.

**Motion made by M. Morgan to authorize the Selectboard Chair Darren Adams to sign on behalf of the Selectboard and the Town of Milton, giving us the go-ahead to join the AARP Age-Friendly States and Community Network, with a second by C. Taylor. Motion approved unanimously.**

**XII. Water/Wastewater Vehicle Purchase**

*Tom Elwood, Water/Wastewater Superintendent*

D. Turner introduced this item as per the following memo. He responded to questions from the Selectboard, and there was a brief discussion.

**Memo: Purchase of Electric Vehicle for Water-wastewater Departments**

To: Milton Selectboard

Date: June 19, 2023

From: Don Turner, Town Manager

CC: Lisa Schaeffler, Public Works Director; Tom Elwood, Water/Wastewater Superintendent

Re: Electric Vehicle (EV) Replacement vehicle for the 2015 Chevy Pickup Truck sold at auction earlier this year for \$10,100.00. The approved FY23 water-wastewater budgets included \$38,000.00 for the purchase of a replacement vehicle.

Project:

The department has done extensive research in the advancement of electric vehicles. They believe that an electric vehicle would serve their operational needs well and be less expensive.

EV technology has come a long way. All-electric EVs have far fewer parts than gas-powered cars, meaning we have fewer parts to maintain over its lifespan and fewer parts that can break. With a battery electric vehicle, we no longer have to worry about oil changes, engine air filters, timing belts, spark plugs and other components that need maintenance and repair in gas-powered cars. Fewer maintenance needs are one reason why EVs are said to have lower total costs of ownership than gas-powered cars. Additionally, the price of electricity is much more stable and is often cheaper than gas, potentially saving the Town close to \$1,000 per year on "fuel." Charging for electric cars is much cheaper than gasoline. For all-electric vehicles with average battery sizes, the Town can expect to pay between \$13.20 and \$22 to recharge a fully depleted battery, providing a driving range of 200 to 300 miles or more. Reports state that EV owners pay about half as much in maintenance, and around \$900 less in fuel each year when compared to owners of gas-powered cars. Plug-in electric vehicles (EVs) are fast and efficient. Maintenance is simpler and cheaper. Re-"fueling" is as simple as plugging into an electrical outlet, and we will spend the equivalent of about a \$1.50 per gallon of gas to do so.

To make the EV more attractive and affordable, Green Mountain Power- offers up to \$3,200 in incentives for the purchase of new all electric or plug-in hybrid electric vehicles. Efficiency Vermont will offer a rebate to assist us with the purchase of an EV.

The Town is working to build solar fields-renewable energy to benefit future generations of our residents. I believe the next logical way for the Town to lead is by investing in the purchase of an EV. EVs increase our energy independence, helps the planet, saves taxpayers money and contributes to healthier air and lower carbon emissions.

**Motion made by C. Taylor to approve the purchase of a 2023 Toyota BZ4X XLE electric vehicle not to exceed \$44,000.00 utilizing \$38,000.00 approved in the FY23 water-wastewater budgets, dealer credit, Green Mountain Power and Efficiency Vermont rebates and any remaining balance from the \$10,100.00 proceeds from the sale of the 2015 Chevy Silverado Pick up, with a second by M. Morgan. Motion passed with D. Adams, M. Morgan, B. Steady and C. Taylor voting in favor and L. Morgan voting against.**

### **XIII. Resolution for Intercept Fee Increase**

*Sean McCann, Rescue Chief*

S. McCann presented this item as per the following resolution. He responded to questions from the Selectboard, and there was a brief discussion.

#### **Support of Paramedic Intercept Rate Increase Resolution**

WHEREAS, it has been the unanimous decision of the State of Vermont's EMS District 3, at their Paramedic Committee meeting on June 7, 2023, to pass the motion recommending all District 3 EMS agencies raise their Paramedic Intercept fee to \$350.00 on July 1, 2023; and

WHEREAS, historically, District 3 EMS services have all agreed to charge the same amount to avoid agencies requesting the intercept to "shop around", and

WHEREAS, the last time the rate was changed was in 2017 from \$225.00 to \$250.00 and adjusting for inflation, the rate of \$350.00 appears reasonable for 2023, and

WHEREAS, Milton Rescue is requesting the Milton Selectboard to authorize a Paramedic Intercept Fee increase from \$250.00 to \$350.00 for the service of Paramedic Intercepts; and

WHEREAS, Milton Rescue will bill the transporting ambulance agency at a rate of \$350.00 per intercept to recover the cost of services rendered; and

WHEREAS, the Milton Rescue Department will be updating our current contractual obligations with surrounding EMS agencies to reflect this increased Paramedic Intercept Fee;

NOW, THEREFORE, BE IT RESOLVED by the Town of Milton Selectboard that the Town of Milton, Vermont adopts the increased Paramedic Intercept Fee of \$350.00 to be billed by the Milton Rescue Department to ambulance agencies for the service of Paramedic Intercepts provided by Milton Rescue.

**Motion made by B. Steady to adopt the increased Paramedic Intercept Fee of \$350.00 to be billed by the Milton Rescue Department to ambulance agencies for the service of Paramedic Intercepts provided by Milton Rescue, with a second by L. Morgan. Motion approved unanimously.**

**XIV. Set Public Hearing Date for Vicious Dog Hearing**

*Michaela Foody, Public Safety Director*

M. Foody presented the history on the dogs in question and the background on the specific complaint. She then read the complaint aloud and reviewed the statutes and Town ordinances related to vicious dog complaints and the timing of a hearing. There was a discussion regarding Selectboard meeting dates in July.

**Motion made by M. Morgan to move the July Selectboard meeting dates to Monday the 10th and Monday the 24<sup>th</sup> with the vicious dog hearing on Monday, July 10. Second by L. Morgan. Motion approved unanimously.**

**XV. Stormwater Ordinance**

*Corey Parent*

D. Turner provided a brief overview of the history of this topic. Corey Parent has been working with the Town for several months to put together information for the Selectboard on a potential Stormwater Utility Ordinance. C. Parent presented to the Selectboard as per the following memo, providing additional details and information. He responded to questions from the Selectboard.

**Memo: Stormwater Utility**

To: Milton Selectboard  
Date: June 15, 2023  
From: Corey Parent  
Re: Stormwater Utility

As discussed earlier this spring, we have been doing the initial work to provide the Selectboard with the information needed to consider adopting a Stormwater Utility Ordinance during the summer of 2023. In this packet, you will find a draft Stormwater Utility Ordinance to review and provide feedback on. We also included a sample budget. This sample is a theoretical outline of a budget that could be in front of the Selectboard if an Ordinance is adopted to cover current General Fund expenses that are invested in Stormwater and to meet the infrastructure needs laid out in the Town of Milton's Stormwater Master Plan and Phosphorus Control Plan. This work is required by the State of Vermont MS4 Permit that the Town of Milton is under.

We're currently working with Chittenden County Regional Planning Commission to finalize our impervious surface counts. This will determine the final rate per household. However, based on the sample budget attached, it would likely require an Annual Stormwater Utility Fee of \$50.00 to \$65.00 per Equivalent Residential Unit or single-family home.

If the Selectboard would like us to move forward the work ahead to be able to launch the utility for July 1, 2024 would require the following:

1. Feedback/Edits to the Stormwater Utility Draft Ordinance
2. Drafting and Adopting a Credit Manual
3. Public Education Campaign
4. Finalizing Impervious Surface Area Counts
5. Operational Needs
  - a. NEMRC
  - b. Etc.
6. Finalized Budget and Rate Setting

## **XVI. Paving**

*Amber N. Baker, Finance Director*

D. Turner introduced this item by stating that there is some leftover budget from spring paving. A. Baker provided more information, as per the following memo. A. Baker and E. Gallas responded to questions from the Selectboard, and there was discussion about timing and which sections of roads to pave.

### **Memo: Paving of Sections of Roads & Grange Parking Lot**

To: Milton Selectboard

Date: June 19, 2023

From: Eric Gallas

Project: Paving of Sections of Roads and the Grange Parking Lot with remaining FY23 funds

The Department of Public Works has identified five deteriorated sections of roads that need paving as well as the parking lot of the Grange Hall to maximize necessary parking and the needs of handicap accessibility. The five sections of roads include portions of School Street, Middle Road, Kingswood Drive, and the aprons of Villemarie Avenue and Barnum Street adjacent to Route 7.

Premier Paving has submitted quotes for School Street and the Grange Parking lot. Based on the timing and low costs, Premier Paving will be the sole bidder of the proposed projects.

All proposed roads in the FY23 RFP were paved including an additional mile of Westford Road. In addition, with great attention from staff and our vendors, the FY23 paving came in almost \$75,000.00 under budget.

This amount may not cover all six projects; however, as much work as possible will be done to the proposed projects without going over budget. School Street estimate is \$15,800 and the Grange parking lot cost is \$26,800.00. The Grange Hall will reimburse the Capital Paving Fund with yearly payments of \$5,360.00, starting in FY24 for a term of five years.

**Motion made by M. Morgan to move ahead with some small-sized paving projects in an amount not to exceed \$75,000.00, as presented, with a second by L. Morgan. Motion approved unanimously.**

## **XVII. Approval of Capital Improvement Plan and Impact Fee for FY24**

*Amber N. Baker, Finance Director*

A. Baker presented the following resolution:

**CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2024-2028  
AND THE IMPACT FEE SCHEDULE FISCAL YEAR 2024**

WHEREAS, the Selectboard of the Town of Milton has participated in the Capital Improvement Plan in past years in accordance with enabling legislation thereto; and,

WHEREAS, the Selectboard of the Town of Milton wishes to continue in subsequent years; and,

WHEREAS, the Selectboard of the Town of Milton held a public hearing on June 19, 2023 to obtain comments on the contents of the Capital Improvement Plan for Fiscal Years 2024 through 2028, and the Impact Fee Schedule for Fiscal Year 2024.

NOW, THEREFORE BE IT RESOLVED, the Selectboard of the Town of Milton hereby adopts the Capital Improvement Plan for Fiscal Years 2024 through 2028 and the Impact Fee Schedule for Fiscal Year 2024, as presented.

FURTHER, the Capital Improvement Plan for Fiscal Years 2024 through 2028, and the Impact Fee Schedule for 2024 shall become effective on July 1, 2023.

**Motion made by M. Morgan that the Town of Milton adopt the Capital Improvement Plan for Fiscal Years 2024 through 2028, and the Impact Fee Schedule for 2024, as presented this evening, with a second by C. Taylor. Motion approved unanimously.**

#### **XVIII. Update on the Milton Grange Hall Renovations and Additional Expenditures**

*Don Turner, Jr., Town Manager*

D. Turner presented an update on the Grange Hall Renovations as per the following memo, and shared photos from throughout the process. He requested that the Selectboard appropriate the \$20,000 received from AI's French Frys to the CIP Grange Renovations line item. D. Turner responded to questions from the Selectboard, and there was some discussion.

##### **Memo: 135 River St – Grange Renovations**

To: Milton Selectboard

Date: June 19, 2023

From: Don Turner, Town Manager

Re: 135 River St- Grange Renovations – Request for an additional \$20,000 for painting roof, exterior stairs for side door egress, installation of basement windows, miscellaneous finish components and match to Historic Preservation Grant.

Project update:

The project is nearing completion. The funds requested will be used to paint roof, build a landing and stairs to the side egress doors, installation of basement windows, miscellaneous finish components and for the match of the Historic Preservation Grant. These items were not part of the original scope of work but were determined to be necessary. The rotten basement windows were discovered when the drainage pipe was excavated, side door egress concrete stairs were badly damaged and unsafe, and painting the roof will truly top off the project. The Town benefited from hundreds of hours of volunteer labor and the generosity of a number of local contractors who donated well over \$20,000 of their labor costs to the project. To date, a total of \$174,816 has been appropriated to cover the cost of items related to the renovation of this building.

**Motion made by M. Morgan to appropriate the \$20,000 received from AI's French Frys to the CIP Grange Renovations line item, with a second by C. Taylor. Motion approved unanimously.**

**XIX. Fee Schedule and Application for Facility Use of 135 River Street (formerly the Milton Grange Hall)**

*Don Turner, Jr., Town Manager*

D. Turner presented the proposed Application for Facility Use of the Grange Hall at 135 River Street. There was some discussion about the terms and pricing between the Selectboard and D. Turner.

**Motion made by M. Morgan to adopt the application and fee schedule as presented this evening, for the use of 135 River Street (also known as the Milton Grange Hall) and reserve the right to amend as required. Second by B. Steady. Motion approved unanimously.**

**XX. Update from Town Manager and Board Members**

*Don Turner, Jr., Town Manager*

- Bill Heath came to the Selectboard several months ago with concerns about his property boundary line, about water draining onto his property and about the Town not living up to its agreement from 1984 with a previous property owner. The Town agreed to do some work that was owed to him, and the work is almost complete.
- Regarding the Catamount waterline/fire sprinkler pressure issue: the Town has installed 16 pressure reducing valves and tomorrow will open the interconnects valves between the 4" and 10" water line mains to restore pressure.
- New Public Works Facility: The Town has cleared all historic preservation hurdles and the ACT 250 permit has been submitted. It will be published in the Seven Days Newspaper on June 28, 2023. Barring any appeals or surprises, the Town will hopefully receive the permit in late July or early August. The Town published a request for proposals for the infrastructure extension from Bombardier Road to the new shop last Friday. Proposals are due by July 21, 2023.
- The Town will hold an Arrowhead Ave sewer project meeting next Monday, June 26, 2023 at 6 p.m. here in Community Room.
- John Geary will be starting work next Monday, June 26, 2023.
- The Chittenden County Regional Planning Commission (CCRPC) Annual Meeting will be held this Wednesday, June 21 at the Maquam Winery at 6 p.m.
- Cemetery Work Day: On June 10, over 40 volunteers helped to stand up 147 headstones and also cleaned many headstones in the Village Cemetery. Members from the Vermont Old Cemetery Association and the members of the Milton Cemetery Advisory Commission joined them. Special thanks to the Mason of Seneca Lodge for providing lunch to the volunteers at no cost.
- Town staff will be meeting with representatives from A Duie Pyle Trucking Company on June 29th to discuss a new trucking terminal on the Gardner property across from Milton Diner.
- The Legion Building was recently sold. The new owner is proposing to open a tavern/pub. She has met with Town staff and will be going to the Development Review Board for approval.

**XXI. Executive Session – Litigation**

**Motion made by B. Steady to find that premature knowledge about Litigation would cause the Town or person to suffer a substantial disadvantage. Second by C. Taylor at 8:11 p.m. Motion approved unanimously.**

**Motion made by B. Steady to move enter into executive session at 8:11 p.m. to discuss Litigation under the provisions of 1 VSA 313 (a)(1) of the Vermont Statutes; to include the following; Selectboard members: D. Adams, M. Morgan, C. Taylor, J. FitzGerald and B. Steady; Town**



**Manager, Don Turner, Jr.; and Public Safety Director, Michaela Foody. Second by C. Taylor.  
Motion approved unanimously.**

**Motion made by B. Steady to close executive session at 8:42 p.m., with a second by M. Morgan.  
Motion approved unanimously.**

No action was taken as a result of the Executive Session.

**XXII. Adjournment**

**Motion made by B. Steady to adjourn the meeting at 8:46 p.m., with a second by C. Taylor.  
Motion approved unanimously.**

**Meeting adjourned by D. Adams.**

All documents pertaining to this meeting may be viewed using the following link:

<https://miltonvt.box.com/s/4lr8c0np9fda4j4zz1ghpnt6xokqbqgk>

A video recording of this meeting can be found at the following location:

<https://miltonvt.box.com/s/3v01fptdbhozzc2cvszqih3by2tsn5am>

Respectfully Submitted,

Brittany Tradup

APPROVED MINUTES:

Brenda Steady, Clerk Date: 7-10-23  
Brenda Steady, Clerk

Filed with the Milton Town Clerk's Office on this 11<sup>th</sup> day of July, 2023.

ATTEST: Sammy Leary Asst., Milton Town Clerk

RECEIVED

JUL 11 2023

TOWN CLERK'S OFFICE  
MILTON, VERMONT

