



**Town of Milton – Selectboard Meeting  
43 Bombardier Road, Milton VT 05468  
In Person and/or via Zoom – Community Room  
June 20, 2022**

**at 6:00 p.m. (Immediately Following Public Hearing on ARPA Funding)**

**MINUTES**

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

**Selectboard Members Absent:** None

**Staff Members Present:** Don Turner Jr., Town Manager; John Bartlett, Human Resources and Operations Director (remote); Brittany Tradup, Executive Assistant to the Town Manager; Michaela Foody, Public Safety Director; Sean McCann, Rescue Chief; Amber N. Baker, Finance Director; Cymone Haiju, Planning & Development Review Director (remote); Jenna Tucker Eugair, Recreation Director; Cathy LaClair, Milton on the Move Coordinator

**Others Present:**

Henry A. Bonges III; Joseph Duquette; Katharine Otto, AICP, Planning Coordinator, Vermont Agency of Transportation (remote); Kary (remote); Jessica Summer (remote); Diane Barrows (remote); Irene Wrenber (remote); Jessica Groeling (remote); Lori Donna; Lindsay Ruhl; Matthew Arancio (remote); Michael Frett, The Islander; Bill Kaigle; Alek Fleury, Milton Independent

**I. Call to Order**

D. Adams called the meeting to order at 6:51 p.m.

**II. Flag Salute**

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

**III. Agenda Review**

None

**IV. Public Forum**

None

**V. Consent Agenda**

- **Approval of Joint School Board and Selectboard Meeting Minutes of 6/6/2022**
- **Approval of Selectboard Meeting Minutes of 6/6/2022**
- **Approval of Warrant #27**

**Motion made by M. Morgan to approve the Consent Agenda, with a second by B. Steady.**

There was some discussion regarding items on the warrant.

**Motion approved unanimously.**

**VI. Recreation Commission: Reappoint Rod Moore**

*Jenna Tucker Eugair, Recreation Director*

J. Tucker Eugair spoke on behalf of Rod Moore, who could not be present. She requested that R. Moore be reappointed to a 3-year term as a member of the Recreation Commission.

**Motion made by J. FitzGerald to reappoint Rod Moore to another 3-year term to the Recreation Commission, with a second by B. Steady. Motion approved unanimously.**

**VII. Appoint Member to Fill One (1) Vacancy on Police Advisory Committee**

*Michaela Foody, Public Safety Director*

M. Foody presented that the Town has received two (2) applications for the one (1) vacancy. The candidates introduced themselves and presented their reasons for wanting to be a part of the Police Advisory Committee.

**Motion made by M. Morgan to appoint Joseph Duquette as a member of the Police Advisory Committee and to appoint Henry Bonges, III as an alternate member of the Police Advisory Committee, with a second by B. Steady. Motion approved unanimously.**

**VIII. VTrans Route 7 Corridor Plan**

*Katharine Otto, AICP, Planning Coordinator, Vermont Agency of Transportation*

Katherine Otto presented on the Route 7 Corridor Plan and discussed how it relates to the upcoming construction project to remove concrete slabs in the roadway base. She presented the results of the Route 7 survey and discussed next steps. The presentation contained the following link to the following Project Website: <https://vtrans.vermont.gov/corridor/us7-Milton-Georgia>

K. Otto responded to questions from the Selectboard. There was further discussion about plans for the upcoming project.

**IX. Resolution: Support of Paramedicine**

*Sean McCann, Rescue Chief; Michaela Foody, Public Safety Director*

S. McCann, along with M. Foody, presented this item with information as provided in the following resolution. He stated that they are also seeking support from Colchester and South Hero.

**Support of Paramedicine Resolution**

WHEREAS, prehospital paramedic level care is available to the people of Vermont through multiple emergency medical service (EMS) providers in Chittenden County and throughout the state; and

WHEREAS, Milton Rescue is licensed as an Advanced Life Support ambulance service at the Advanced Emergency Medical Technician level; and

WHEREAS, the paragon of prehospital emergency care throughout Vermont and the nation is that of paramedic caliber; and

WHEREAS, paramedics are trained, equipped and authorized to perform enhanced assessments, facilitate advanced resuscitation techniques, offer improved pain management, and provide additional potentially lifesaving medications and interventions; and

WHEREAS, the public's expectation is that paramedic level care is already available and being provided; and

WHEREAS, the University of Vermont Medical Center supports the expanded provision of paramedicine; and

WHEREAS, Vermont EMS District #3 has an excellent established Advanced Life Support system that is essential to the success of its services' paramedic programs,

NOW, THEREFORE, BE IT RESOLVED by the Town of Milton Selectboard that the Town of Milton, Vermont supports the efforts of Milton Rescue in transitioning to the paramedic level in their efforts to enhance prehospital emergency medical care.

**Motion made by M. Morgan to sign the resolution to support the efforts of Milton Rescue in transitioning to the paramedic level in their efforts to enhance prehospital emergency medical care, with a second by B. Steady.** There was further discussion about the number of intercepts Milton Rescue has handled. **Motion approved unanimously.**

**X. Resolution: CIP Authorization to Purchase Paramedic Equipment**

*Sean McCann, Rescue Chief; Michaela Foody, Public Safety Director*

M. Foody presented this item with information as provided in the following resolution:

**Authorization to Purchase Paramedic Equipment**

WHEREAS, the Milton Rescue Department seeks authorization to purchase necessary equipment to provide care at the Paramedic Level; and

WHEREAS, there is a total of \$10,000.00 in the FY22 Capital Improvement Plan allocated to the purchase of paramedic equipment, funded with \$3,000.00 previously collected in Impact Fees and \$7,000.00 from the General Fund; and

WHEREAS, the Rescue Department has identified the following equipment to purchase with these Capital funds:

Supplier	Equipment Name	Price	Quantity	Total Cost
Knox	Knox MedVault	\$ 2,040.00	1	\$2,040.00
North American Rescue	Cric Kits	\$ 16.98	3	\$50.94
Braun	Infusion Pump (Estimated)	\$ 1,500.00	2	\$3,000.00
Ambu	King Vision Ablade - Adult	\$ 1,475.00	2	\$2,950.00
Ambu	King Vision Ablade - Pedi Adapter	\$ 560.00	2	\$1,120.00
Bound Tree	10mL Syringe	\$ 0.18	10	\$1.80
Bound Tree	10 ga Decompression Needles	\$ 22.79	4	\$91.16
Bound Tree	Bougies	\$ 9.39	10	\$93.90
Bound Tree	Morgan Lens	\$ 41.99	6	\$251.94
Bound Tree	King Pedi Ablades	\$ 17.29	9	\$155.61
Bound Tree	Salem Sump Tubes	\$ 2.49	10	\$24.90
<b>Total Cost:</b>				<b>\$9,780.25</b>

WHEREAS, additional unforeseen shipping, storage, or installation costs may be incurred.

NOW, THEREFORE, BE IT RESOLVED by the Town of Milton Selectboard that the Town Manager, or designee, is authorized to purchase paramedic equipment, not to exceed a total cost of \$10,000.00.

**Motion made by M. Morgan to authorize the Town Manager, or designee, to purchase paramedic equipment, not to exceed a total cost of \$10,000.00 toward the items mentioned, with a second by B. Steady.** There was further discussion about suppliers. **Motion approved unanimously.**

**XI. Resolution: CIP Authorization to Purchase Repeater**

*Michaela Foody, Public Safety Director*

M. Foody presented this item with information as provided in the following resolution:

**Authorization to Purchase Fire and Rescue Radio Repeaters**

WHEREAS, the Public Safety Department seeks authorization to purchase and install two Motorola 8000 base station radio repeaters to replace their existing repeaters; and

WHEREAS, the current repeaters are over ten years old and are operating at limited capacity; and

WHEREAS, the purchase and install of replacement repeaters for the Fire and Rescue Departments was deferred in anticipation of a new radio tower being built on Georgia Mountain that would greatly increase the range and capability of the Town's public safety departments' radio communications; and

WHEREAS, the tower has now been built and an agreement has been made with the City of Saint Albans to allow the relocation of the Town's emergency services communications equipment to the tower; and

WHEREAS, Burlington Communications provided a quote with three repeater options and the Motorola GTR8000 Analog was determined to be the best option due to its compatibility with the Town's current radio systems and its ability to be upgraded should the Town's capabilities advance; and

WHEREAS, the state bid price for one Motorola GTR8000 Analog P25 Upgradable Repeater is \$13,187.50 and the labor quoted is \$1,340.00 for each repeater; and

WHEREAS, there was a total of \$25,000.00 in the FY21 Capital Improvement Plan allocated to the purchase of a Rescue Department repeater, funded from the Emergency Management Reserve, and \$25,000.00 in the FY22 Capital Improvement Plan allocated to the purchase of a Fire Department repeater, funded by the Fire and Rescue ¾ Cent Fund; and

WHEREAS, the Public Safety Department wishes to divide the cost of the purchases as follows to minimize the impact on the Emergency Management Reserve:

Item	Quote Price	Fire and Rescue ¾ Cent Fund	Emergency Management Reserve
<b>Motorola 8000 Repeater for Fire</b>	\$13,187.50	\$13,187.50	
<b>Motorola 8000 Repeater for Rescue</b>	\$13,187.50	\$11,812.50	\$1,375.00
<b>Installation Service for Fire Repeater</b>	\$1,340.00		\$1,340.00
<b>Installation Service for Rescue Repeater</b>	\$1,340.00		\$1,340.00

<b>Totals</b>	<b>\$29,055.00</b>	<b>\$25,000.00</b>	<b>\$4,055.00</b>
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WHEREAS, the total cost of install labor may be increased due to unforeseen obstacles in the process of relocating the Town’s current radio equipment to the new Georgia Mountain tower; and

NOW, THEREFORE, BE IT RESOLVED by the Town of Milton Selectboard that the Town Manager, or designee, is authorized to execute the necessary documents to purchase and install two Motorola GTR8000 Analog P25 Upgradable Repeaters for an amount not to exceed a total cost of \$50,000.00.

**Motion made by B. Steady to authorize the Town Manager, or designee, to execute the necessary documents to purchase and install two Motorola GTR8000 Analog P25 Upgradable Repeaters for an amount not to exceed a total cost of \$50,000.00, with a second by M. Morgan. There was further discussion about the existing repeater and costs for servicing it. Motion approved unanimously.**

**XII. Policy to Evaluate Preferred Solar Sites**

*Cymone Haiju, Planning and Development Review Director*

D. Turner provided background information, and C. Haiju introduced the agenda item as presented in the following memo. She then shared information about two (2) proposed projects: 1) a 146-kW net-metered solar facility at 321 Bear Trap Road; 2) a 150kW solar electric generating facility to be located at 413 Hibbard Road. Haiju recommended that the Selectboard approve these project locations as preferred sites for renewable energy projects and allow the Town Manager to sign on behalf of the board. The next step would be for Haiju to write a letter with this assessment and approval and submit it to the Public Utility Commission. In addition, the Planning Commission will undergo the same process.

TO: Milton Planning Commission

FROM: Cymone Haiju, Planning Director

DATE: June 20, 2022

RE: Agenda Packet for Regular Meeting

**Purpose**

The purpose of this agenda item is to establish a policy for determining the preferred site status of proposed renewable energy projects within the Town of Milton. Such projects must receive a letter of preferred site determination sent to the Public Utility Commission from the Milton Selectboard and Planning Commission.

If utility projects are considered public or will be net-metered to the grid, then they fall under the authority of the Vermont Public Service Board and are therefore exempt from local regulations and review. Act 174 of 2016 was established to create the framework for a new set of municipal and regional energy planning standards. In accordance with rules established by the Public Utility Commission, net-metering projects, other than hydroelectric facilities, that are large enough to produce more than 150 kilowatts, must be built on “preferred sites”.

**What is a preferred site?**

According to the Vermont Public Utility Commission, the entity that governs the terms upon which any electric company offers net-metering service within its service territory, a preferred site means one of the following:

- (1) A new or existing structure whose primary use is not the generation of electricity or providing support for the placement of equipment that generates electricity;
- (2) A parking lot canopy over a paved parking lot, provided that the location remains in use as a parking lot;
- (3) A tract previously developed for a use other than siting a plant on which a structure or impervious surface was lawfully in existence and use prior to July 1 of the year preceding the year in which an application for a certificate of public good under this Rule is filed. To qualify under this subdivision (3), the limits of disturbance of a proposed net-metering system must include either the existing structure or impervious surface and may not include any headwaters, streams, shorelines, floodways, rare and irreplaceable natural areas, necessary wildlife habitat, wetlands, endangered species, productive forestlands, or primary agricultural soils, all of which are as defined in 10 V.S.A. chapter 151;
- (4) Land certified by the Secretary of Natural Resources to be a brownfield site as defined under 10 V.S.A. § 6642;
- (5) A sanitary landfill as defined in 10 V.S.A. § 6602, provided that the Secretary of Natural Resources certifies that the land constitutes such a landfill and is suitable for the development of the plant;
- (6) The disturbed portion of a gravel pit, quarry, or similar site for the extraction of a mineral resource that was in lawful operation on January 1, 2017, provided that all activities pertaining to site reclamation required by applicable law or permit condition are completed prior to the installation of the plant;
- (7) A specific location designated in a duly adopted municipal plan under 24 V.S.A. chapter 117 for the siting of a renewable energy plant or specific type or size of renewable energy plant, provided that the plant meets the siting criteria recommended in the plan for the location; or a specific location that is identified in a joint letter of support from the municipal legislative body and municipal and regional planning commissions in the community where the net-metering system will be located.
- (8) A site listed on the National Priorities List (NPL) established under the Comprehensive Environmental Response, Compensation, and Liability Act, 42 U.S.C. chapter 103, if the U.S. Environmental Protection Agency or the Agency of Natural Resources confirms each of the following that the site is listed on the NPL;
- (9) On the same parcel as, or directly adjacent to, a customer that has been allocated more than 50 percent of the net-metering system's electrical output. The allocation to the host customer may not be less than 50 percent during each of the first 10 years of the net-metering system's operation.

#### **Site Selection Criteria**

The following site selection criteria provides a framework for determining the suitability of proposed sites for developing a net-metering project, as required by the State of Vermont. The purpose of this process is to prevent limitations to pre-identified sites for energy generation and to reduce any additional hurdles renewable projects may face in the planning process. The Town of Milton will assess the following constraints:

	Constraint	Impact?
State Known	FEMA Floodways	<input type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project
	State-significant natural communities and rare, threatened and endangered species	<input type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project
	Class 1 and 2 wetlands (VSWI)	<input type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project
State Possible	Agricultural Soils and Hydric Soils	<input type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project
	FEMA Special Flood Hazard Areas	<input type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project
	Highest Priority Wildlife Crossings	<input type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project
	Deer Wintering Areas	<input type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project

Milton Known	Land Use (Harvesting of more than 100 trees and/or affecting more than one (1) acre of land for a project is viewed as a silvicultural operation and is best avoided for net-metering projects)	<input type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project
	Flood Hazard Overlay District	<input type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project
	Town Forest and Municipal Natural and Rec Areas with Management Plans	<input type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project
	Habitat Blocks 8-10	<input type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project
	Social Impact (The proposed site avoids proximity to cultural heritage sites such as historical structures and cemeteries.)	<input type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project

**Motion made by M. Morgan to approve these project locations as preferred sites for renewable energy projects and allow the Town Manager to sign on behalf of the board, with a second by C. Taylor. Motion approved unanimously.**

**XIII. Buildings and Grounds: 2022 Chevy Silverado Authorization to Lease Purchase**

*John Bartlett, Human Resources and Operations Director*

J. Bartlett introduced this item and presented the information provided in the following resolution:

**AUTHORIZATION TO LEASE PURCHASE**

WHEREAS, the Milton Buildings & Grounds Department seeks authorization to lease purchase one 2022 Chevrolet Silverado 3500HD 4WD Crew Cab; and

WHEREAS, there is \$56,000 in the FY22 capital improvement budget to pay for this truck lease purchase (as well as outfitting the truck with a new plow and salt spreader in future months); and

WHEREAS, the total cost of this truck lease purchase will be \$49,741.00 per attached quote; and

WHEREAS, this purchase price is a significantly discounted (-\$13,199.00) retail price, not the State bid price as generally available to municipalities. Due to the current state of vehicle dealerships' inventories being extremely low nationwide, there was a much smaller number of units allocated to State bid programs and GM Fleet Orders were shut off for the year shortly after the beginning of the fiscal year, mainly allowing for State government and retail entities to have first choice before the allocation ran out. This is likely to be the case with 2023 models as well; and



NOW, THEREFORE, BE IT RESOLVED, by the Milton Selectboard that the Town Manager, or their designee, is authorized to execute the necessary documents to lease purchase one (1) 2022 Chevrolet Silverado 3500HD 4WD Crew Cab, at a price not to exceed \$49,741.00.

**Motion made by M. Morgan to authorize the Town Manager, or their designee, to execute the necessary documents to lease purchase one (1) 2022 Chevrolet Silverado 3500HD 4WD Crew Cab, at a price not to exceed \$49,741.00, with a second by B. Steady. Motion approved unanimously.**

**XIV. Chittenden Solid Waste District (CSWD) Grant**

*Don Turner, Jr., Town Manager*

D. Turner presented this item. The Town has \$7,500 available to us from CSWD. Henry Bonges stated that there are several projects that may be suited to this. Turner stated that his intention will be to bring a proposal to the board for a suggested use of the funds.

**XV. Set Public Hearing Date for Capital Improvement Plan (CIP) - Impact Fees**

*Amber N. Baker, Finance Director*

D. Turner stated that he would like to request that the Selectboard schedule a public hearing for July 5, 2022. He read the following notice:

**Public Hearing Notice**

**Capital Improvement Plan for Fiscal Years 2023-2027  
Including Impact Fee Schedule for Fiscal Year 2023**

The Milton Selectboard shall conduct a public hearing at 6:00 p.m. on July 5, 2022 in the Community Room at the Municipal Building, 43 Bombardier Road and/or by Zoom/teleconference, regarding the proposed Capital Improvement Plan for Fiscal Years 2023 through 2027, which includes the Impact Fee Schedule for the Fiscal Year 2023.

The Capital Improvement Plan (CIP) is a five-year plan that identifies the Town of Milton's highest priority capital expenditure needs. The CIP provides a recommended financing schedule for those priority needs and identifies possible sources of funds.

The FY2023 Impact Fee Schedule identifies capital improvement needs that can be funded by the assessment of impact fees and calculates the impact fee that should be assessed for new development. The FY2023 Impact Fee rate for residential dwelling units containing two or more bedrooms is proposed to be \$4,199 per unit. The FY2023 Impact Fee rate for elderly housing units and residential units containing one-bedroom, including accessory apartments, is proposed to be \$3,149 (75% of the full residential impact fee).

Copies of the CIP for Fiscal Years 2023-2027 are available for review at [www.miltonvt.gov](http://www.miltonvt.gov), or you may request a copy by contacting the Town Manager's office. All comments and questions may be directed to the Finance Director or Town Manager at 802-893-6655.

There was some discussion about the amount for the impact fees and how they were calculated.

**Motion made by M. Morgan to set a public hearing for the capital improvement plan and impact fees for the front end of the July 5<sup>th</sup> meeting, with a second by C. Taylor. Motion approved unanimously.**

**XVI. Administrative Code Updates**

*Don Turner, Jr., Town Manager*

D. Turner stated that this has been in the works for a long time. Provided in the meeting packet are a list of the changes since 2014.

**May 15, 2015:** Amended capital improvement budget by adding section 702 and by deleting Section 3106, F, and Section 2402, J

**August 17, 2015: Article XI, Section 10:** Numbering of section corrected to 10 (formerly 11); Amended content of that section

**September 10, 2015:** Amended Article 8, Relations with Vendors by adding section E

**November 2, 2015:** Amended Section 39, Cemetery Committee Section 3902 section P

**November 2, 2015:** Amended Section 44, purchasing policy section 4406

**July 2022:** Active organization chart incorporated into document. Sections 1 and 6-24 modified to reflect organizational structure. Functions of divisions and departments updated. Fixed typos throughout. Additional changes, as follows:

- **Section 1, Section 107:** Updated titles of officers
- **Section 6:** Organization chart updated. Use of terms “divisions” and “departments” clarified (applies to other sections throughout document). Reporting structure revised to reflect organizational chart.
- **Section 7, Section 703:** Town Manager Functions section and subpoints added.
- **Section 8:** Department head language added. Item T added, identifying cemetery management functions. “Treasury Division” changed to “Treasurer”.
- **Section 9:**
  - o Section 902: Changed title of section to “Functions” (from Department of Fiscal Control). Added items A, J-U. Removed function, previously Item H, that said “Coordinate all activities with the Fiscal Control Division of Finance Department”
  - o Moved content of “Personnel”, previously section 902, to “Human Resources” under new Section 13: Operations
  - o Removed content of “Purchasing”, previously section 904; some items moved under functions in Section 7: Town Manager
  - o Moved content from “Electronic Information System (EIS)” to new Section 13: Operations
- **Section 10:** Supervision language modified to reflect that this division reports to the Finance Director. Language referencing “Listers” removed and replaced with “Town Manager” or “staff” as relevant.
- **Section 13:** Section added for Operations, with content moved from other areas with regard to Human Resources, Information Technology Management and Facilities
- **Section 15:** Language modified to reflect that Animal Control is supervised by the Public Safety Director
- **Section 16:** Fire Chief appointment language revised; Rescue department removed
- **Section 17:** Supervision language modified to reflect that this department reports to the Public Safety Director and that the head of the department is “Rescue Chief”

- **Section 18:** Changed from “Emergency Management” to “Public Safety Division”. Section headers updated accordingly and content added regarding Public Safety Director.
- **Section 19:** Moved content from “Buildings and Grounds Division”, previously section 1906, to new Section 13: Operations under “Facilities”; “Department” changed to “Division” for Public Works; Subsections changed to “Department”
- **Section 20:** Supervision language modified to reflect that this department reports to the Public Safety Director
- **Section 23:**
  - o **Section 2302:** Moved some functions to “Buildings and Grounds” under new Section 13: Operations
  - o **Sections 2304-2308:** Move functions to “Buildings and Grounds” under new Section 13: Operations
- **Section 24:**
  - o Changed department name from “Department of Planning and Economic Development” to “Department of Planning and Zoning”
  - o Section 2401: Supervision language modified to reflect that this department reports to the Human Resources and Operations Director
  - o **Section 25, Section 2505 and 2508:** Updated dollar amount thresholds to reflect the current policy.
- **Section 26:** Removed “Board of Listers”, previously Item D;
  - o **Section 2603:** Added Item B
- **Section 30:** Removed content of section due to charter change
- **Article VIII, Section 7:** Right of Appeal language edited to reflect a process for employees seeking to file a complaint against the Manager.
- **Article X, Section 3:** Observed holidays updated; Provision added for permanent part-time employees to be paid for hours they are scheduled to work on holidays.
- **Article IX, Section 6:** Exit interview language edited to clarify the process, including offering an exit interview to employees leaving the service of the Town for any reason, providing the right to interview with the Human Resources and Operations Director or Selectboard, including a template of the exit interview form in the Admin Code.
- **Article X, Section 1:** modified to remove statement that “paid leave is considered time worked”
- **Article XI:**
  - o **Section 1:** Item E modified to remove statement that “paid leave is considered time worked”
  - o **Section 2:** Item G modified to clarify amount donated is calculated at donor’s pay rate
- **Article XV, Section 42:**
  - o Introduction: Language of Town Equal Opportunity Policy modified.

- Section 1: Item C Health Reimbursement Account removed and replaced with language regarding employee contributions to healthcare premiums
- Section 4: Modified to specify coverage for represented vs. non-represented employees
- **Article 3:**
  - **Sections 4404-4405:** Updated dollar amount thresholds to reflect the current policy.
  - **Section 4407:** Added item G
- **Article 9, Section 4419, Item D:** Edited content regarding acceptable platforms for advertising
- **Appendices** updated

C. Taylor pointed out the following edits needed:

- Page 48 of final, Selectboard section under 2 – duplicate words
- Page 108 of final, in second paragraph under department heads – misuse of word

**Motion made by M. Morgan to approve with noted corrections the Administrative Code updates, with a second by C. Taylor. Motion approved unanimously.**

## **XVII. Update from Town Manager and Board Members**

*Don Turner, Jr., Town Manager*

J. FitzGerald

- Will be out on July 5. Someone will need to check the warrant and run the meeting. B. Steady said she can check the warrant.

D. Turner

- On June 7, 2022, Pettinelli stopped by the playground and installed the playground piece ordered last year. This was the piece that was originally budgeted in the FY21 budget, but they experienced long production delays. One piece is fully installed, the other needs to set and will be ready in a few days. Both playground pieces are inclusive pieces that are great for children with disabilities or Autism Spectrum Disorder, but can also be enjoyed by children with all abilities. Check it out when you get a chance.
- Reappraisal is nearing completion. Approximately 110 properties requested an informational meeting with 44 moving towards a formal grievance hearing.
- Late filer veterans' exemption has been approved by assessors under their authority. The Town had three (3) this year and all three (3) were the result of delays at the VA.
- Lisa Rees resigned from the Ice House Committee due to the fact that she will need to focus more time on the Milton Artists' Guild with the resignation of the Guild's Executive Director Caitlyn Kenney.
- The Ice House Committee would like to start the process with a building inspection. Turner agreed that this makes sense, and he worked with them to get it scheduled. The inspection was completed last week for a total cost of \$395. Turner will be meeting with the committee this Wednesday, June 22 at 6 p.m.
- On Monday, June 13, Turner met with 16 Arrowhead Ave homeowners/residents to discuss expanding sewer for the entire neighborhood. Turner will work with Aldrich and Elliott to do some preliminary work before bringing a proposal to the Selectboard.

- Highway work on Eagle Mountain: Turner wants to pass along a thank you and kudos from a homeowner out on Eagle Mountain Harbor Road for all of the recent work that has been done out there. The resident shared that the much needed work was done very well, is much appreciated, and that everyone was very respectful and considerate while out their way.
- The Chittenden County Regional Planning Commission (CCRPC) selected Milton as one of a handful of towns that will receive an in-depth study on factors that will likely lead to alternative modes of transportation. This information is useful for recreation and future transportation initiatives to meet our emerging suburban/rural transition needs
- The Town also received a grant from the CCRPC in the amount of \$25,000, with a \$5000 match, to study Allen Brook and possible contamination sources
- Cally's final day was last Friday June 17, 2022. She did a great job for the Town, and we gave her a great send-off. Rod Moore will be covering afternoons from 1-5 p.m. until we hire a full-time replacement for this position. In the meantime, we are going to have some challenges providing the service residents have become accustomed to in those departments.
- Drew Bulfer gave his notice on Thursday. His final day of work will be June 29, 2022.
- Rebecca Palermo, who is currently a Burlington Police Officer, has accepted a patrol officer position with the Milton Police Department. I understand that she has five (5) years of experience, and her first official day will be July 11th. Rebecca is filling the vacant position.
- The Town's online auction ends Wednesday, June 22, 2022 at 6:40 p.m.
- July 4th Parade: Turner requested to know if any of the Selectboard Members are planning to participate in the parade, and whether they will be walking or use of the Town shared vehicle. We will be providing 2 port-o-lets for the parade line-up because the school will be closed due to short staffing.
- VLCT is looking for a voluntary contribution toward the cost of a consultant that did an in-depth report on tax increment financing districts. They are seeking \$4000 from each Town with a TIF district. Turner did not volunteer the Town nor did he make any commitments to a future contribution.

#### **XVIII. Executive Session – Legal**

**Motion made by J. FitzGerald to find that premature knowledge about Legal would cause the Town or person to suffer a substantial disadvantage. Second by C. Taylor at 8:38 p.m. Motion approved unanimously.**

**Motion made by J. FitzGerald to move enter into executive session at 8:38 p.m. to discuss Legal 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. Second by C. Taylor. Motion approved unanimously.**

**Motion made by C. Taylor to close executive session at 8:57 p.m., with a second by J. FitzGerald. Motion approved unanimously. B. Steady did not attend executive session and was not present for this vote.**

**No action taken.**

#### **XIX. Adjournment**

**Motion made by C. Taylor to adjourn the meeting at 8:59 p.m., with a second by B. Steady.  
Motion approved unanimously.  
Meeting adjourned by D. Adams.**

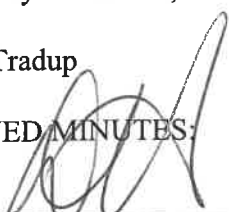
All documents pertaining to this meeting may be viewed using the following link:  
<https://miltonvt.box.com/s/fncmplx5oe0ua5lu79jm7ayqs2zv421u>

A video recording of this meeting can be found at the following location:  
<https://miltonvt.box.com/s/7q3mipgupgv8766fxmbkeneqfc8y9kj7>

Respectfully Submitted,

Brittany Tradup

APPROVED MINUTES:

  
\_\_\_\_\_  
~~John FitzGerald, Clerk~~

Date: 05 July 22

Darren Adams  
Filed with the Milton Town Clerk's Office on this 6<sup>th</sup> day of July, 2022.

ATTEST: Krist Beas, Milton Town Clerk