



Town of Milton – Selectboard Meeting
43 Bombardier Road, Milton VT 05468
In Person and/or via Zoom – Community Room
Monday, July 18
at 6:00 p.m. (Immediately Following Public Hearing)

MINUTES

Selectboard Members Present: John FitzGerald, Clerk; Brenda Steady, Member; Chris Taylor, Member

Selectboard Members Absent: Darren Adams, Chair; Michael Morgan, Vice Chair;

Staff Members Present: Don Turner Jr., Town Manager; John Bartlett, Human Resources & Operations Director (remote); Brittany Tradup, Executive Assistant to the Town Manager; Amber N. Baker, Finance Director; Cathy LaClair, Milton on the Move Coordinator

Others Present: Jeff Manley; William Pikul; Bonnie Pease; David Nappi; Michael Frett, The Islander; John Lindsay (remote); Jessica Groeling (remote); Ethan Tapper (remote); Marty Steinhause (remote); Brian Singh (remote)

I. Call to Order

J. FitzGerald called the meeting to order at 6:11 p.m.

II. Flag Salute

B. Steady led the attendees in the Pledge of Allegiance.

III. Agenda Review

D. Turner stated that there will be no executive session (Item XVI). Also, regarding Item IX, Tony Micklus prefers not to be the primary representative of the Chittenden County Regional Planning Commission (CCRPC) Board, but is willing to be the alternate. This item will be removed from the agenda, and the position will be advertised.

IV. Public Forum

D. Turner announced that long-time staff member, Robert (Bobby) Smith, passed away. Turner asked that the Selectboard honor him with a moment of silence. J. FitzGerald led attendees in a moment of silence in honor of Bobby Smith.

V. Consent Agenda

- **Approval of Selectboard Meeting Minutes of 07/05/2022**
- **Approval of Warrant #2**
- **Supplemental Warrant: Quarterly Town Water and Sewer Bills**

Motion made by C. Taylor to approve the Consent Agenda as presented, with a second by B. Steady. Motion approved unanimously.

VI. Resolutions Thanking Long-Time Commissioners: Lori Donna and John Lindsay

Don Turner, Jr., Town Manager

D. Turner presented the following resolution recognizing John Lindsay:

Recognition of John Lindsay for His Service and Dedication to the Town of Milton

WHEREAS, John Lindsay has actively served as a member and chair of the Recreation Commission for over 20 years and as a member of the Planning Commission for multiple terms, and as such has devoted hundreds of volunteer hours in service to the community; and

WHEREAS, the development that the Town has experienced as a result of John's work on the Recreation Commission and Planning Commission have been valuable to the future of our community; and

WHEREAS, the Town of Milton would like to formally recognize and express gratitude to individuals who have enhanced the Milton community through their commitment, leadership and service to others; and

WHEREAS, John has decided to step down as a commissioner; and

THEREFORE, BE IT RESOLVED, that we the members of the Milton Selectboard on behalf of the entire Milton Community hereby extend to John Lindsay our sincere gratitude and appreciation for his service to the Town of Milton, and our best wishes to him for his continued success and happiness in the years to come.

Motion made by B. Steady to approve the letter of resolution written in recognition of John Lindsay for his service and dedication to the Town of Milton, with a second by C. Taylor. Motion approved unanimously.

D. Turner then presented the following resolution recognizing Lori Donna:

Recognition of Lori Donna for Her Service and Dedication to the Town of Milton

WHEREAS, Lori Donna has actively served as a member of the Planning Commission for over 20 years, serving as the chair of the commission and devoting hundreds of volunteer hours to meetings, research and communication with the community; and

WHEREAS, Lori has also served on the Milton Selectboard, the Milton School Board, the Development Review Board, the Economic Development Commission and a number of other committees; and

WHEREAS, the economic growth and social development that the Town has experienced as a result of the Planning Commission and Lori's work are important to the future of our community; and

WHEREAS, the Town of Milton would like to formally recognize and express gratitude to individuals who have enhanced the Milton community through their commitment, leadership and service to others; and

WHEREAS, Lori has decided to step down from her long-term role as a planning commissioner; and

THEREFORE, BE IT RESOLVED, that we the members of the Milton Selectboard on behalf of the entire Milton Community hereby extend to Lori Donna our sincere gratitude and appreciation for her service to the Town of Milton, and our best wishes to her for her continued success and happiness in the years to come.

Motion made by C. Taylor to accept the resolution in recognition of Lori Donna for her service and dedication to the Town of Milton, with a second by B. Steady. Motion approved unanimously.

VII. Milton on the Move Update

Cathy LaClair, Milton on the Move Coordinator; Jessica Groeling, Chair of Milton on the Move

William Pikul provided an update on the task force he chairs, “Develop a Downtown Core for Milton”. He discussed ways in which his task force is requesting feedback from the public. He stated that this task force meets the first Wednesday of every month in the Community Room of the Municipal Offices.

Jessica Groeling, chair of Milton on the Move, provided an update on the other two task forces: “Support and Recruit Local Businesses” and “Build a Milton Recreation, Fitness, and Community Center”. She gave an overview of the approach and activities of each task force, and discussed upcoming activities.

Cathy LaClair elaborated on the overall strategy and vision for the initiative. She stated that there is a Google docs folder for each task force that is accessible through the Facebook group that has been created. Links provided below.

- [Milton on the Move Community Initiative Facebook Group](#)
- [Milton on the Move Google Docs Folder](#)

C. LaClair and J. Groeling answered questions from the Selectboard.

C. LaClair provided an overview of her role and where her time is spent. J. Groeling discussed other things the leadership team is doing.

J. FitzGerald mentioned that it may be beneficial to have a member of Milton on the Move as the representative for the CCRPC Board.

VIII. Appoint Development Review Board Members: Mary Alice Callahan and Scott Turner

Don Turner, Jr., Town Manager

Motion made by C. Taylor to appoint Mary Alice Callahan and Scott Turner to 3 year terms on the Development Review Board, with a second by B. Steady. Motion approved unanimously.

IX. Appoint Development Review Board Alternate: Bob Brisson

Don Turner, Jr., Town Manager

Motion made by C. Taylor to appoint Bob Brisson to 3 year term as an alternate on the Development Review Board, with a second by B. Steady. Motion approved unanimously.

X. Ice House Road Facility Committee Update

Jeff Manley, Chair of Ice House Road Facility Committee

Jeff Manley, chair of the Ice House Road Facility Committee, presented a slideshow update on what the committee has accomplished to date, some initial recommendations and potential directions, and next

steps. The committee meets every two weeks, and the next meeting is Wednesday, July 27. Manley responded to questions from the Selectboard.

D. Nappi, member of the committee, provided personal experience story regarding the need for lake access. C. LaClair added that she lives near the lake and regularly sees people looking for lake access.

The consensus of the Selectboard members present was that the committee continues to move forward in the direction presented.

Motion made by C. Taylor to change the name of the Ice House Road Facility Committee to the Ice House Waterfront Committee, with a second by B. Steady. Motion approved unanimously.

XI. Town Forest Management Plan

Ethan Tapper, Chittenden County Forester; Dan Gaherty, Chair of Milton Conservation Commission

Ethan Tapper, Chittenden County Forester, presented the proposed Town Forest Management Plan. He clarified that the document is not binding but is more like a “statement of intent”. If the plan is adopted, it would be considered a ten-year plan. Selectboard approval would be required as each component of the plan is addressed.

William Pikul and Bonnie Pease, members of the Conservation Commission, added their recommendation that the Selectboard adopt the plan.

A. Baker asked for clarification on estimated costs. There was some discussion regarding this topic. E. Tapper stated that his goal would be zero cost to the Town.

J. FitzGerald suggested posting the Forest Management Plan to the Town’s website and social media.

Motion made by C. Taylor to approve the Town Forest Management Plan for the Milton Town Forest as presented, with a second by B. Steady. Motion approved unanimously.

XII. Approval of Capital Improvement Plan Impact Fee for FY23

Amber N. Baker, Finance Director

A. Baker presented the Capital Improvement Plan and Impact Fee for FY23, as presented in the Public Hearing and in the following excerpt from the Public Hearing Notice, for approval:

From the Public Hearing Notice:

“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 <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."

Motion made by C. Taylor to accept the Capital Improvement Impact Fees for FY23 as \$4,199 for the full fee and \$3,149 for the reduced fee, effective upon acceptance of this motion, with a second by B. Steady. Motion approved unanimously.

XIII. Tax Rate

Amber N. Baker, Finance Director

A. Baker presented the calculation of the FY23 Town tax rates as provided in the following memo. She responded to questions from the Selectboard. There was some discussion about how the presented rates would affect the tax amounts for residents, depending on whether and how much their appraised home values increased or decreased.

*** Note: Some decimals were inadvertently misplaced in the body of the following memo message originally presented in the meeting packet. This has been corrected in the revised version above. This correction did not alter the tax rate approved in the motion.*

To: Milton Selectboard
Date: July 18, 2022
From: Amber Baker, Finance Director
CC: Don Turner, Town Manager
Re: FY23 Tax Rates

Background:

The tax rates are set each July/August by the finance office once the grand list file is finalized by the assessor's office. Tax bills must be produced and mailed by August 15th each year.

During the FY23 budget process, it was estimated that the total town tax rate would be \$0.6398. This calculation assumed there would be no growth in the grand list value due to the fact that the town was going through a town wide reassessment. As a result of the town wide reappraisal, the grand list increased by 34.4% and the tax rate decreased from \$0.6341 to \$0.4888.

The State Education tax rates have also been set. The homestead tax rate decreased \$0.03663 to \$1.1857, and the non-homestead tax rate decreased \$0.04368 to \$1.3236.

Proposed Motion:

Motion to approve the FY23 Town tax rates as presented.

Municipal	\$0.4781
Exempt Properties	\$0.0013
Veterans Exemptions	\$0.0019
Fire & Rescue	\$0.0075
Total Town Tax Rate	\$0.4888

Thank you.

Motion made by C. Taylor to approve the FY23 Town tax rate as presented, with a second by B. Steady. Motion approved unanimously.

XIV. Update from Town Manager and Board Members

Don Turner, Jr., Town Manager

C. Taylor Update

- Taylor stated that he will not be present at the next meeting, as he will be attending Scout Camp with Troop 631.
- Taylor also thanked the Town for posting about the damage that ATVs are causing. Ryan Bushey has been spending a lot of time out there and can be reached at rbushey@vt.gov.

D. Turner Update

- Information on terms for Community Champions Award Committee members was requested at the last meeting. Keely Agan and Terry Eckert are due for reappointment.
- Dave Allerton, Eric Gallas, Kirsten Jensen, Nick Prussock and Don Turner toured the new Georgia public works facility, which is under construction and scheduled for completion in October 2022.
- On Tuesday, a selection team from the Town, including Don Turner and Dave Allerton, met with five firms that are interested in providing Construction Management Services for the new public works facility. Requests for Qualifications are due back to the Town on July 29, 2022.
- The Town's selection team received two proposals back from Architectural firms interested in providing services for the new public works facility. After a thoughtful review, the team will be recommending Wiemann-Lanphere Architects of Colchester to the Selectboard in an upcoming meeting. The selection team is currently reviewing their schedule and cost of services.
- Kirt Mayland, on behalf of the Town, conducted a site visit with five solar companies interested in putting forth proposals for solar on the old landfill and wastewater plant sites.
- On Tuesday, July 12, Turner attended the meeting of Icehouse committee members and Green Mountain Power at the current highway garage. It was a very informative meeting about possible ways to partner with GMP on the future of site, as you heard earlier from Jeff and the committee.
- Long-time Town Employee, Bob Smith, passed away on Saturday, July 16, 2022. We honored him with a moment of silence earlier in the meeting.
- The Milton Police Department has its first ever Lieutenant. Corporal Frank Scalise was chosen for the position after an extensive interview process. Rebecca Palermo has also begun her tenure with the Police Department. Officer Flynn successfully graduated from the Vermont Police Academy last Friday. Congratulations and welcome to all!
- The Town welcomes Nick Prussock in the public works engineers office and Amanda Costello as the Planning and Zoning and Public Works Administration position. The Town is still looking for a water/wastewater laborer, and highway maintenance position.
- An appraiser was at the Grange Hall last week. The appraisal should be available at the end of the month. After that point, the Town will be given the opportunity to decide whether to purchase the building or not. Clarification is needed on how much time the Town will have to make the decision from the time the appraisal is received. There may also be a short term revision in the agreement coming soon regarding the Town's use of the building.

XV. Adjournment

**Motion made by C. Taylor to adjourn the meeting at 8:34 p.m., with a second by B. Steady.
Motion approved unanimously.**

J. FitzGerald adjourned the meeting at 8:34 p.m.

All documents pertaining to this meeting may be viewed using the following link:
<https://miltonvt.box.com/s/k8m1yyvokeesiq2w8va16upsishx369sr>

A video recording of this meeting can be found at the following location:
<https://miltonvt.box.com/s/0khz0l4bszomjvfaavy8y2q5mmrh5s9l>

Respectfully Submitted,

Brittany Tradup

APPROVED MINUTES:

 _____ Date: 8/1/22

John Fitzgerald, Clerk

Filed with the Milton Town Clerk's Office on this 2nd day of August, 2022.

ATTEST: Kirsti Bens, Milton Town Clerk

