



**Town of Milton – Selectboard Meeting  
43 Bombardier Road, Milton VT 05468  
In Person and/or via Zoom – Community Room  
Monday, August 1, 2022 at 6:00 p.m.**

**MINUTES**

**Selectboard Members Present:** Darren Adams, Chair; Michael Morgan, Vice Chair; John FitzGerald, Clerk; Brenda Steady, Member (remote)

**Selectboard Members Absent:** Chris Taylor, Member

**Staff Members Present:** Don Turner Jr., Town Manager; John Bartlett, HR and Operations Director; David Allerton, Public Works Director; Amber N. Baker, Finance Director; Michaela Foody, Public Safety Director; Steve Laroche, Police Chief; Matthew Davis, Library Director; Jenna Tucker Eugair, Recreation Director (remote); Brittany Tradup, Executive Assistant to the Town Manager;

**Others Present:** Michael Frett, The Islander

**I. Call to Order**

D. Adams called the meeting to order at 6:06 p.m.

**II. Flag Salute**

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

**III. Agenda Review**

M. Morgan and J. FitzGerald stated that there are some places in Town near roadways with overgrowth needing attention. They plan to discuss during the town manager and board member updates.

**IV. Public Forum**

None.

**V. Consent Agenda**

- **Approval of Minutes for Public Hearing on CIP and Impact Fees 07/18/2022**
- **Approval of Selectboard Meeting Minutes of 07/18/2022**
- **Approval of Warrant #3**

**Motion made by M. Morgan to approve the Consent Agenda, with a second by J. FitzGerald.  
Motion approved unanimously.**

**VI. Reappoint Community Champions Committee Members: Terry Eckert, Keely Agan 6:10 pm  
Don Turner, Jr., Town Manager**

D. Turner summarized the term status of current members, stating that Terry Eckert and Keely Agan are up for reappointment. Eckert has applied to be reappointed to the 1-year term and Agan has applied for the 3-year term.

**Motion made by M. Morgan to appoint Keely Agan to a 3-year term and Terry Eckert to a 1-year term on the Community Champion Award Committee, with a second by J. FitzGerald. Motion approved unanimously.**

**VII. Class 2 Paving Grant Acceptance and Better Roads Grant Acceptance**

*David Allerton, Public Works Director*

D. Allerton provided background on this item as per the following memos:

**Memo: Acceptance of Class 2 Paving Grant for Pavement Resurfacing on Westford Road**

To: Milton Select Board

From: David Allerton, P.E., Public Works Director

Date: July 28, 2022

Re: Acceptance of Class 2 Paving Grant for Pavement Resurfacing on Westford Road

On April 18, 2022, the Select Board passed a motion allowing the Department of Public Works to apply for a Class 2 Paving Grant through the Vermont Agency of Transportation for the resurfacing of a segment of Westford Road. This program requires a 20% match.

The estimated cost of the project is \$210,000, so the 80% award from the grant is \$168,000, with a 20% local match of \$42,000 coming from the paving line item of the General Fund.

The grant agreement and resolution is attached for your review, and we are seeking authorization for the Town Manager, or his designee, to execute the grant agreement and accept the grant for the Town of Milton.

Thank you

**Memo: Department of Public Works - Better Roads Grant for Ditching and Culvert Improvements on the extreme southern end of Eagle Mountain Harbor Road**

To: Milton Select Board

Date: July 29, 2022

From: David K. Allerton, P.E., Director, Department of Public Works

CC: Don Turner, Town Manager

Re: Department of Public Works - Better Roads Grant for Ditching and Culvert Improvements on the extreme southern end of Eagle Mountain Harbor Road

The Town of Milton Department of Public Works has been awarded a grant through the Vermont Agency of Transportation's (VTrans) Better Roads Grant Program to provide financial assistance for erosion mitigation and runoff treatment improvements on the extreme southern end of Eagle Mountain Harbor Road. This grant provides 80% of the project cost, up to a maximum of \$20,000, with a 20% local match.

Milton's Road Erosion Inventory, prepared by the Chittenden County Regional Planning Commission, has identified Eagle Mountain Harbor Road as one of the areas needing ditching improvements. The DPW Highway Division will perform the work.

The estimated cost of the project follows:

1. Better Roads Grant: \$20,000
2. Local Match: \$13,000.
3. Total Project Cost: \$33,000.

The grant funding is available in FY2023, and we anticipate using in-kind services and the Stormwater Reserve line item from the Capital Reserve Funds for the local match.

We respectfully request the Select Board to authorize the Town Manager, or his designee, to execute the Grant Agreement with VTrans. A copy of the Grant Agreement and a Select Board Resolution is attached.

Thank you.

**Motion made by J. FitzGerald to accept the Better Roads Grant Southern End of Eagle Mountain Road Stormwater Project as presented, with a second by M. Morgan. Motion approved unanimously.**

**Motion made by J. FitzGerald to accept the Class 2 Paving Grant for Westford Rd. resurfacing as presented, with a second by M. Morgan. Motion approved unanimously.**

#### **VIII. Library ARPA Grant Acceptance**

*Matthew Davis, Library Director*

M. Davis introduced the background on this grant, as provided in the following memo. The grant will be used to purchase materials for a permanent story walk. Davis responded to questions from the Selectboard.

##### **Memo: Round 2 ARPA grant from the Vermont Dept. of Libraries**

To: Milton Selectboard

Date: July 29, 2022

From: Matthew Davis, Milton Library Director

Re: Round 2 ARPA grant from the Vermont Dept. of Libraries

Attached is the signed ARPA Library Grant – Round 2 that the library received from the Vermont Dept. of Libraries for \$5,287.73. The library requests the Selectboard to grant "permission for the Library to accept the Round 2 ARPA grant from the Vermont Dept. of Libraries in the amount of \$5,287.73".

**Motion made by J. FitzGerald to accept the Round 2 ARPA grant from the Vermont Department of Libraries as presented, with a second by M. Morgan. Motion approved unanimously.**

#### **IX. Authorization to Contract Consultants to Assist with Act 250 Permit for the New Public Works Facility**

*Don Turner, Jr., Town Manager; David Allerton, Public Works Director*

D. Allerton and D. Turner provided a brief status update on the development of the new public works facility. The Town will be required to go through the Act 250 permitting process for this project, so the Town is working to contract related services. Turner also provided a brief update on the overall status of the development. Turner responded to questions from the Selectboard regarding cost.

**Motion made by M. Morgan to authorize a consultant to assist with the Act 250 permit process, with a second by J. FitzGerald. Motion approved unanimously.**

**X. Reappraisal Debrief & Tax Implications**

*Amber N. Baker, Finance Director; Edgar Clodfelter, Milton Assessor; John Gifford, Town Treasurer; Don Turner, Jr., Town Manager*

D. Turner provided a brief recap of the recently completed reappraisal process. A. Baker, E. Clodfelter and J. Gifford provided a presentation summarizing the results of the reappraisal and the tax implications. The presentation included a brief analysis of the reappraisal results and tax breakdowns for sample properties. The group responded to questions from the Selectboard. A draft of the insert to be sent out with tax bills was shared. D. Turner encouraged residents to consider incremental payments, to file their homestead exemptions and to call the Town offices with any questions.

**XI. Milton Grange Property Update & Purchase Discussion, Potential Action**

*Don Turner, Jr., Town Manager; John Bartlett, HR and Operations Director; Jenna Tucker Eugair, Recreation Director*

D. Turner provided background on the lease agreement from July 1, 2018. He noted that the lease included a purchase option stating that if the Grange decided to sell at some point in the future, they would notify the Town and the Town would have 90 days to decide whether or not to purchase. On May 13 of this year, the Grange notified the Town that they were going to sell the property and would be getting an appraisal. The appraisal was completed in July, and the appraisal amount was \$290,000. Turner shared some further communication (included in the meeting packet). Turner clarified that, at the end of the 90 days (August 13), the option would expire. The Town could still purchase the property, but other outside parties would have an opportunity to purchase as well.

J. Tucker Eugair led a presentation discussing the pros and cons of purchasing the property. The presentation included usage and revenue statistics and an initial list of renovations expected to be required.

There was further discussion regarding what information would be needed for the Selectboard to decide whether to commit purchasing the property. D. Adams suggested developing a “business plan” with realistic projections for revenue and costs. He also requested a bigger picture plan for possible additional uses for the space. A consensus of the Selectboard members present thought an inspection is needed and requested a 60 day extension of the lease and option from the Grange in order that the town manager may seek to perform additional due diligence.

**Motion made by M. Morgan to approach the Grange with a 60 day extension to the Town’s option to do some further fact finding and due diligence, with a second by J. FitzGerald. Motion approved unanimously.**

**XII. School Resource Officer (SRO) Update**

*Don Turner, Jr., Town Manager*

D. Turner introduced the topic by recapping the joint meeting from June and stating that he followed up with the School Board on their feelings on this topic. Turner read the following letter:

To: Milton Select Board

From: Milton Town School District Board of Trustees

Re: Second SRO

Fax: (802) 893-3213 www.mtsd-vt.org

This letter serves as a follow up to the SRO discussion initiated at the Joint Select Board / School Board meeting held on Monday, June 6, 2022, and specifically addresses the proposal from Selectboard member Adams that a second Student Resource Officer is necessary and thus should be obtained for the MTSD.

After careful consideration of the role of a Student Resource Officer; that is, to serve in the TRIAD roles of law enforcement officer, teacher and informal counselor/mentor - but not enforce school rules or policies or become involved in matters that are school discipline issues, and a review of information that details a comprehensive approach to school safety, we believe that in conjunction with all the other strategies the MTSD employs, one Student Resource Officer is sufficient for the demographics of our district. If the Milton Selectboard has the financial and human resources readily available to fund and provide for a second Student Resource Officer, then the MTSD Board of Trustees would not refuse the offer. It is important to note that given the research and district data outlining the needs of our student body, if the MTSD Board decides to put additional resources toward prevention and safety for FY24, then it would be in the form of additional mental health providers.

We appreciate our on-going community partnership with the town of Milton and our collective approach to supporting the MTSD students and their families.

Sincerely,

Amy Rex (signed)

P.P; MTSD Board of Trustees Chair, Jeremy Metcalf

M. Foody stated that she, along with S. Laroche, met with the School Board following the joint meeting. S. Laroche discussed the history of past efforts with the School District to address safety. Foody and Laroche addressed questions from the Selectboard. There was discussion around what actions have been taken by the school district and what still needs to be done. There will be a meeting prior to the start of the upcoming school year to address outstanding items. D. Adams suggested a future executive session to discuss the specific list of safety measures that have been completed and still need to be completed.

There was discussion about the date of the next joint meeting with the Selectboard and School Board. Several Selectboard members will not be able to attend on August 29, so that joint meeting will be rescheduled.

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

*Don Turner, Jr., Town Manager*

- Unfair Labor Practice complaint update: Chief Laroche mentioned that there was little to report. Still awaiting clarification from the Labor Board.
- National Night Out is tomorrow Tuesday, August 2, 2022, from 5-8 p.m. in Bombardier Park.

- Creamery update: July 26, 2022 site visit went well with Krista, ANR Representative, and Environmental Consultants. The Phase 1 environmental assessment should be completed by the end of the month. The materials assessment is the next critical step in the process.
- VTRANS provided information to Bob Fletcher, so he can provide guidance for Papaseraphim legal remedies.
- Kirsten Jensen has now left full-time employment but will assist on a per-diem, as needed basis.
- D. Turner and D. Allerton met with the Russel Circle Home Owners Association to discuss becoming part of the Flanders water system upgrade last Monday, July 25, 2022. Most are very interested in the project.
- Recognized the following milestone work anniversaries last week with donuts and bagels provided by the manager: Jackie Dodge (20 years), Gordie Lafountain (20 years), Jim Bushey (15 years), Amanda Pitts (10 years) and John Bartlett, Michelle Desranleau, Kristin Beers, Noi Jones, Lori Frohock and Jason Scott (5 years).
- D. Turner received a call earlier in the day from Kirt Mayland about the solar projects. We received three bids to lease the old landfill and wastewater plant land for solar projects. Mayland plans to attend the next SLB meeting to recommend how to proceed.
- The new 2022 Building and grounds pick-up truck and the 2022 Tandem Dump Truck are now in service.

M. Morgan and J. Fitzgerald mentioned some places along Milton roads with overgrowth needing to be trimmed to improve visibility and increase safety. D. Adams also mentioned some places where trees need to be trimmed near sidewalks.

J. FitzGerald asked what is happening behind Poulin Lumber. Morgan and Turner responded that they are renovating. B. Steady asked what is going in next to the recycling place. Turner responded that it is Pete's RV.

#### XIV. Adjournment

**Motion made by M. Morgan to adjourn the meeting at 8:33 p.m., with a second by J. FitzGerald.  
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/vvh605iirkuwo6za7h6of45kmrjn5ggb>

A video recording of this meeting can be found at the following location:  
<https://miltonvt.box.com/s/kkfc8v9670ctock9oy92ftvf5bry08d3>

Respectfully Submitted,

Brittany Tradup

APPROVED MINUTES:

  
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John FitzGerald, Clerk

Date: 8/15/2022

Filed with the Milton Town Clerk's Office on this 17<sup>th</sup> day of August, 2022.

ATTEST: Kristh Beas, Milton Town Clerk

