



**Town of Milton – Selectboard Meeting  
43 Bombardier Road, Milton VT 05468  
In Person and/or via Zoom – Community Room  
Monday, September 19, 2022 at 6:00 p.m.**

**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, HR and Operations Director; David Allerton, Public Works Director; Brittany Tradup, Executive Assistant to the Town Manager; Michaela Foody, Public Safety Director; Steve Laroche, Police Chief; Amber N. Baker, Finance Director; Cathy LaClair, Milton on the Move Coordinator; Eric Gallas, Highway Superintendent

**Others Present:**

Erin McSweeney; William McSweeney; Randy LeBeau; Julie Rutz; John Currie; Summer Cohen; Paul Lemieux; E. Kim Havens; Irene Wrenner; Emily Schelley (remote); Terry Purcell (remote); Michael Sadler (remote); Matthew Tenny (remote); Connor (remote); Diane Barrows (remote); David's iPhone (remote); Alek Fleury (remote)

**I. Call to Order**

D. Adams called the meeting to order at 5:33 p.m.

**II. Tour of the Grange Hall and Discussion of Property**

Selectboard members toured the Grange Hall property with D. Turner and discussed the property. No action was taken.

**III. Reconvened in Community Room (43 Bombardier Road) at 6:03 pm**

**IV. Flag Salute**

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

**V. Agenda Review**

No changes.

**VI. Public Forum**

None.

**VII. Consent Agenda**

- **Approval of Selectboard Meeting Minutes of 09/06/2022**

- **Approval of Warrant #6**

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

**VIII. Storm Water Discharge Regulations / Home Owners' Associations**

*Dave Allerton, Public Works Director*

Emily Schelley from the State of Vermont DEC Stormwater Program shared a presentation on the 3-Acre Stormwater Permitting Requirements. Schelley responded to questions from the Selectboard and residents in attendance. There was further discussion among residents, Selectboard members, D. Turner and representatives from the DEC Stormwater Program. D. Allerton provided a summary of actions that the Town of Milton has taken, including plans developed and grants for which the Town has applied.

**IX. 72 Cherry Street Sewer Connection**

*Dave Allerton, Public Works Director*

Dave Allerton introduced this item as stated in the following resolution:

**72 Cherry Street Sewer Connection Project Bid Award**

WHEREAS, the Administrative Code Purchasing Policy duly adopted by the Select Board of the Town of Milton and amended October 5, 2020, requires competitive bidding and Select Board approval for purchases over \$15,000 by the Town,

WHEREAS, the 72 Cherry Street Sewer Connection Project was put out to bid on August 26, 2022, with bids due on September 16, 2022; and,

WHEREAS, the Town received the following three bids for the project,

K.J. Pratt Excavation	\$17,600.00
Engineers Construction	\$33,230.00
J. Hutchins	\$51,161.00

WHEREAS, after DPW staff review, DPW recommends the contract be awarded to K.J. Pratt Excavation, in the amount of \$17,600.00; and,

WHEREAS, the project will be paid for through the Wastewater System Budget's Construction Services line item; and,

NOW, THEREFORE BE IT RESOLVED, that the Select Board of the Town of Milton hereby awards K.J. Pratt Excavation, the 72 Cherry Street Sewer Connection Project contract in the amount of \$17,600.00, and that the Town Manager, or his designee is authorized to execute the necessary documents related to the award of this contract.

**Motion made by M. Morgan to award the grant for the 72 Cherry Street project to K.J. Pratt Excavation in the amount of \$17,600.00, with a second by C. Taylor. Motion approved unanimously.**

**X. DPW Sweeper Bid Acceptance**

*Dave Allerton, Public Works Director; Eric Gallas, Highway Superintendent*

Dave Allerton provided background information on this item, as presented in the following resolution. Eric Gallas provided further information and explained how the sweeper will be used by the Town.

**Town of Milton Highway Department Regenerative Air Sweeper BID Posting**

WHEREAS, the Administrative Code Purchasing Policy duly adopted by the Select board of the Town of Milton and amended October 5, 2020, requires competitive bidding and Select Board approval for purchases over \$15,000 by the Town,

WHEREAS, Town of Milton Highway Department Regenerative Air Sweeper request was put out to bid August 29, 2022, with bids due on September 7, 2022; and,

WHEREAS, the Town received the following bids,

1. Cives Corporation, dba Viking Cives USA: \$29,300.00
2. Alta Environmental Solutions: \$75-85K

WHEREAS, after DPW review, staff recommends the contract be awarded to Viking Cives USA in the amount not to exceed \$29,300.00; and,

NOW, THEREFORE BE IT RESOLVED, by the Select Board of the Town of Milton that Staff has successfully satisfied the requirements of the Town of Milton Administrative Code and hereby awards Viking Cives USA, the contract in amount not to exceed \$29,300.00, and that the Town Manager, or his designee is authorized to execute the necessary documents related to the award of this contract.

**Motion made by M. Morgan to award the contract to Viking Cives USA in the amount of \$29,300 and allow the Town Manager or his designee to execute the necessary documents, with a second by C. Taylor. Motion approved unanimously.**

**XI. Resolution of Gratitude for Service and Contributions**

*Don Turner, Jr., Town Manager*

**Resolution of Gratitude for Service and Contributions by Dave Allerton**

WHEREAS, Dave Allerton has been an integral part of the Town's leadership team since he arrived as the Public Works Director in 2017. At the time, there was a backlog of projects, some of which had been in planning stages for decades. He methodically tackled these and took on many more; and

WHEREAS, Dave has established a high level of professionalism in the Public Works Director role, thoughtfully approaching every citizen concern, task and project using a methodical and detail oriented approach; and

WHEREAS, Dave has secured several million dollars in grants, loan forgiveness, state funding and federal funding in his tenure. These funds have been used to replace bridges, culverts, rebuild roads, replace unsafe guardrails, resurface (pave) roads, and enhance storm water treatment. Most recently, the Town received \$300,000 to build a new salt/sand shed at the new public works facility; and

WHEREAS, with Dave's leadership in the public works department, the Town of Milton has upgraded the water distribution and wastewater systems. The Flanders water/sewer system upgrade and the Arrowhead Avenue Sewer expansion are significant projects that would not have been contemplated had Dave not taken the lead; and

WHEREAS, Dave has made many additional significant contributions to the Town of Milton beyond those already named; and

THEREFORE, BE IT RESOLVED, that we the members of the Milton Selectboard on behalf of the entire Milton Community hereby extend to Dave Allerton 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 M. Morgan to sign the resolution thanking Dave for his 5 years of service, with a second by C. Taylor. Motion approved unanimously.**

**XII. October 17<sup>th</sup> Meeting – Town Manager’s Absence**

*Don Turner, Jr., Town Manager*

D. Turner reminded the Selectboard that he will be out of town for the regular Selectboard meeting scheduled for October 17.

**Motion made by J. FitzGerald to move the scheduled October 17 meeting to October 24, with a second by B. Steady. Motion approved unanimously.**

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

*Don Turner, Jr., Town Manager*

D. Turner presented the following updates:

- In an effort to rein in the budget for Special Services Transportation Agency (SSTA) rides, the Town Manager is working on modifications to what rides are permitted for Milton.
- An alternate Selectboard Meeting location will be used for the meeting on November 7, 2022, due to the General Election. It will likely be held in the Fire Station Training Room.
- Approximately 1286 people attended the Touch a truck on Saturday. It was a very successful event.
- The Rescue department received a license to operate at the Paramedic Level, effective October 1, 2022.
- American Rescue Plan Act (ARPA) Application Process Update: the deadline for outside agencies to submit an application is October 3, 2022. Turner recommends that the Selectboard appoint two Selectboard members to review the applications, ask questions of the applicants and make recommendations. No funding decisions will be made until a later date.
- The Town will soon be advertising the position for Director of Public Works.
- Matt Nadeau started in the full-time buildings and grounds position today.
- A final version of the All Hazards Mitigation Plan will be emailed to Selectboard members for review and will be added to the October 3<sup>rd</sup> meeting agenda for final approval. Michaela Foody will be presenting.
- VTRANS Officials Patti Coburn and Ken Robie will be attending at the October 3<sup>rd</sup> meeting to provide an update on the Hour Glass Project.
- The Selectboard-appointed committee for a multi-purpose recreational facility chaired by Rod Moore has completed their work. In accordance with counsel, the entire committee will be invited to participate in presenting the report in executive session at the October 3<sup>rd</sup> meeting.
- Public Safety Director Michaela Foody will be the Town’s voting delegate at the Annual Vermont League of Cities and Towns (VLCT) Meeting on October 6 and 7, 2022 in Killington.

**XIV. Executive Session – Pending Litigation, Personnel and Security**

**Motion made by J. FitzGerald to find that premature knowledge about Pending Litigation, Personnel and Security would cause the Town or person to suffer a substantial disadvantage. Second by C. Taylor at 7:52 p.m. Motion approved unanimously.**

**Motion made by J. FitzGerald to move enter into executive session at 7:52 p.m. to discuss Pending Litigation, Personnel and Security under the provisions of 1 VSA 313 (a)(1)(f), 1 VSA 313 (a)(3) and 1 VSA (a)(10) 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.; Director of HR and Operations John Bartlett; Public Safety Director Michaela Foody; Chief of Police Steve Laroche; Town Counsel Bob Fletcher; Second by C. Taylor. Motion approved unanimously.**

**Motion made by C. Taylor to close executive session at 9:12 p.m., with a second by J. FitzGerald. Motion approved unanimously.**

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

**XV. Adjournment**

**Motion made by M. Morgan to adjourn the meeting at 9:14 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/9zjos2klqczsmjifez03gjk6oxjhzc33>

A video recording of this meeting can be found at the following location:  
<https://miltonvt.box.com/s/a7w0sw6pas25wxaxgwyxjx3z5d417175>

Respectfully Submitted,

Brittany Tradup

APPROVED MINUTES:

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John FitzGerald, Clerk

Date: 03 October 22

Filed with the Milton Town Clerk's Office on this 4<sup>th</sup> day of October, 2022.

ATTEST: Sammy Seary, Asst., Milton Town Clerk

