



**Town of Milton – Selectboard Meeting
43 Bombardier Road, Milton VT 05468
In Person and/or via Zoom – Community Room
Monday, November 21 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 (remote); Brittany Tradup, Executive Assistant to the Town Manager; Amber N. Baker, Finance Director; Cymone Haiju, Planning & Development Review Director (remote); Cathy LaClair, Milton on the Move Coordinator; Eric Gallas, Highway Superintendent (remote)

Others Present:

Charlie Baker, Executive Director of the CCRPC; Jeff Manley; Michael Sheldrich; Bill Kaigle; Janet Richards; Terry Richards; Henry Bonges (remote); David Nappi (remote); Gary Furlong (remote); Diane Barrows (remote); Shelley (remote)

I. Call to Order

D. Adams called the meeting to order at 6:00 p.m.

II. Flag Salute

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

III. Agenda Review

D. Turner noted that the Executive Session should cover Contracts in addition to Real Estate.

IV. Public Forum

None.

V. Consent Agenda

- Approval of Selectboard Meeting Minutes of 11/07/2022
- Approval of Warrant #10

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

VI. Chittenden County Regional Planning Commission (CCRPC) Annual Report

Charlie Baker, Executive Director of the CCRPC

Charlie Baker presented an annual report from the CCRPC, including a review of FY22. He responded to questions from the Selectboard, and there were brief discussions about a few items in the report.

VII. Request to Apply for Municipal Planning Grant

Cymone Haiju, Planning and Development Review Director

C. Haiju presented a request for approval to apply for the Municipal Planning Grant, as detailed in the following memo:

To: Milton Select Board
Date: November 21, 2022
From: Cymone Haiju, AICP, Planning Director
CC: Don Turner, Town Manager
Re: Department of Planning and Zoning – Municipal Planning Grant for Aging in Place Study

The Town of Milton Planning and Zoning Department would like to apply for the Municipal Planning Grant through the Vermont Agency of Commerce and Community Development Municipal Planning Grant Program to provide financial in support of statewide planning goals. This grant provides assistance conduct an aging in place study on the projected needs and economic development opportunities associated with our growing senior population. The grant offers \$26,400 and requires a 10% match.

The estimated cost of the project follows:

1. Municipal Planning Grant: \$26,400
2. Local Match: \$2,500
3. Total Project Cost: \$28,900

The grant funding is available in FY2023, and we anticipate using the 'Other Professional' line item from the Planning and Zoning Department's budget for the local match.

We respectfully request the Select Board to authorize applying for this grant and for the Town Manager, or his designee, to execute the Grant Agreement if we are awarded funding.

Motion made by C. Taylor to allow the Town Manager or his designee to apply for the Municipal Planning Grant for the amount of \$26,400 with a local match of \$2,500.00 and a total project cost of \$28,900.00, and to also execute the grant if awarded. Second by M. Morgan. Motion approved unanimously.

VIII. Winter Operations

Eric Gallas, Highway Superintendent

E. Gallas presented the Winter Operations Guidelines for 2022-2023 and reviewed the list of changes with the Selectboard, most of which were administrative. A sidewalk plow map has been added, and the secondary salt vendor has been removed, as they are no longer in business. There was a brief discussion about posting a review of the safe roads policy on social media and a separate discussion about staffing.

Motion made by C. Taylor to adopt the Town of Milton's Department of Public Works Winter Operations Guidelines for 2023, with a second by B. Steady. Motion approved unanimously.

IX. Action Regarding Ice House Waterfront Committee

Don Turner, Jr., Town Manager

Jeff Manley presented a list of potential tasks and areas of focus for the Committee, should the Selectboard choose to extend the committee's original expiration of October 31, 2022.

There was some discussion regarding the recommendation whether to retain the property or explore other options. Manley also addressed some other questions from the Selectboard. Henry Bonges, another committee member, presented additional considerations. There was discussion regarding the frequency of updates moving forward.

Motion made by M. Morgan to extend the Ice House Waterfront committee another 18 months forward, with a second by J. FitzGerald. Motion approved unanimously.

X. Discussion about ARPA Funds

Don Turner, Jr., Town Manager

D. Turner presented a status update. D. Adams elaborated that there are some factors that need to be considered before decisions are finalized. The goal will be to make a decision before the start of budget season.

XI. Stormwater Systems Maintenance Agreements: Discussion and Action

Don Turner, Jr., Town Manager

D. Turner presented the following proposed resolution. He clarified that this is an interim step toward a solution. He responded to questions from the board regarding the process.

Stormwater Systems Maintenance Agreements with Homeowners' Associations

WHEREAS, the Town has been discussing the 3-acre rule and other state regulations regarding stormwater permits and maintenance for many months; and

WHEREAS, legal counsel has advised the Town to enter into agreements with homeowners' associations regarding stormwater maintenance; and

WHEREAS, the Town assumes responsibility for the Town's impervious surfaces, which would be included in MS4 permitting fees going forward; and

WHEREAS, the Town does not assume liability for future expansion or modification of stormwater treatment infrastructure in homeowners' associations; and

WHEREAS, the Town would work with homeowners' associations to secure grant funding for future improvements required by regulations; and

WHEREAS, the Town is exploring whether to adopt an ordinance or create a stormwater utility to address stormwater infrastructure regulation compliance; and

THEREFORE, BE IT RESOLVED, the Selectboard authorizes the Town Manager or their designee to enter into agreements with homeowners' associations regarding stormwater maintenance.

Motion made by M. Morgan to authorize the Town Manager or his designee to enter into agreements with homeowners' associations regarding stormwater maintenance, with a second by J. FitzGerald. Motion approved unanimously.

XII. Update from Town Manager and Board Members

Don Turner, Jr., Town Manager

- Turner thanked all Selectboard members for attending and supporting the Palasik family during their time of need after JP's passing. The family was very grateful for everyone's support.
- Turner met with Lauren and Nick from Arrowhead Lodge about the parking issue. They are exploring other ideas for additional parking. Zoning Administrator Amanda Pitts met with them as well to explain what modifying current approvals may require. Turner offered to explore other nearby Town owned properties that may help out the current situation.
- Turner will be meeting tomorrow with consultant Corey Parent to finalize an agreement outlining his assistance for the next few months or until the Town is able to hire a new Public Works Director.
- The Town has not received any new applicants for the Public Works Director position.
- Eric and Turner met with Stan Tec last Friday to discuss the Town's paving plans for the spring. Eric and Turner expressed their disappointment with Stan Tec's work product to date and communicated expectations moving forth. It was a positive meeting.
- The Kienle Road subdivision contracts have been signed and the work is scheduled to begin soon.
- Turner has been working on securing an additional 1000 gallons of diesel fuel that we would purchase and store at a Town location in anticipation of a shortage this winter.
- Lt. Frank Scalise will be acting Police Chief while Chief Laroche is out of town through 12/2/22.
- Matt Nadeau resigned last Thursday 11/17/22 as the Building and Grounds Maintenance Tech. We have posted the job internally, and Kylie Keelty will fulfill the role on an interim basis.

XIII. Executive Session – Contracts and Real Estate

Motion made by J. FitzGerald to find that premature knowledge about Contracts and Real Estate would cause the Town or person to suffer a substantial disadvantage. Second by C. Taylor at 7:07 p.m. Motion approved unanimously.

Motion made by J. FitzGerald to move enter into executive session at 7:07 p.m. to discuss Contracts and Real Estate 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 B. Steady. Motion approved unanimously.

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

Motion made by M. Morgan to close executive session at 8:22 p.m., with a second by B. Steady. Motion approved unanimously.

XIV. Adjournment

Motion made by B. Steady to adjourn the meeting at 8:23 p.m., with a second by M. Morgan. 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/h6sci1rly1dg7gfpfvqy6f8nr8vh3fyt>

A video recording of this meeting can be found at the following location:
<https://miltonvt.box.com/s/bugwlgbkw9bcvz7wv5subzeff2lykgpi>

Respectfully Submitted,

Brittany Tradup

APPROVED MINUTES:

 Date: 12/5/2022
John FitzGerald, Clerk

Filed with the Milton Town Clerk's Office on this 6th day of December, 2022.

ATTEST: , Milton Town Clerk

