



**Town of Milton – Selectboard Meeting
43 Bombardier Road, Milton VT 05468
In Person and/or via Zoom – Community Room
Monday, April 3, 2023 at 6:00 p.m.**

MINUTES

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

Selectboard Members Absent: None

Staff Members Present: Don Turner Jr., Town Manager; Brittany Tradup, Executive Assistant to the Town Manager; Michaela Foody, Public Safety Director (remote); Amber N. Baker, Finance Director; Cymone Bedford, Planning & Development Review Director; Jenna Tucker Eugair, Recreation Director; Ben Nappi, Assistant Recreation Director (remote); Amanda Pitts, Zoning Administrator; Lisa Schaeffler, Public Works Director; Tom Elwood, Water/Wastewater Superintendent

Others Present: Lisa Rees; John FitzGerald; Sotos Papaseraphim; William Pikul; Grant Rees; Elizabeth Conte; Martha Staskus, Norwich Solar; Kirt Mayland (remote); Diane Barrows (remote); Jessica Groeling (remote); Shannon Gunderson (remote); Ryan Abell (remote); Kary Towne (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

Deadline to apply for the Class 2 Paving Grant and the VTrans Structures Grant is April 15th, and Lisa Schaeffler would like to ask the board for approval to apply. D. Adams added it to the agenda to be discussed after the Award of the Paving Grant.

IV. Public Forum

Lisa Rees and Sotos Papaseraphim made public comments.

V. Consent Agenda

- **Approval of Selectboard Meeting Minutes of 03/20/2023**
- **Approval of Selectboard Special Meeting Minutes of 03/27/2023**
- **Approval of Supplemental Warrant: Quarterly Water and Sewer Bills**
- **Approval of Warrant #21**

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

VI. Reappoint Tree Warden: Kris Dulmer

Don Turner, Jr., Town Manager

D. Turner stated that Kris Dulmer is due for reappointment. Dulmer is very knowledgeable and helpful on the topic of trees, and Turner recommended that he be reappointed.

Motion made by M. Morgan to reappoint Kris Dulmer until he is replaced, with a second by C. Taylor. Motion approved unanimously.

VII. Appoint John FitzGerald to Recreation Commission

Jenna Tucker Eugair, Recreation Director

There was discussion regarding the term length, and J. Tucker Eugair confirmed that a position on the Recreation Commission has a standard 3-year term.

Motion made by M. Morgan to appoint John FitzGerald to the Recreation Commission for a 3 year term, with a second by B. Steady. Motion approved unanimously.

VIII. Color Run Approval

Jenna Tucker Eugair, Recreation Director

J. Tucker Eugair stated that the application is the same as previous years, and that the event is scheduled for Sunday, May 7. Event organizer, Elizabeth Conte, responded to questions about the expected participation.

Motion made by M. Morgan to approve the application for an entertainment permit for the Milton PTA for the annual Color Run on Sunday, May 7, with a second by C. Taylor. Motion approved unanimously.

IX. Little League Opening Day Approval

Jenna Tucker Eugair, Recreation Director

J. Tucker Eugair stated that this is a reoccurring event with no major changes from applications of previous years. This event will be on Saturday, May 6, beginning at 9 a.m. until roughly 11 a.m. or noon.

Motion made by M. Morgan to approve the application for an entertainment permit for Milton Little League Opening Day on Saturday, May 6, 2023, with a second by C. Taylor. Motion approved unanimously.

X. Preferred Site Status Approval Vote for Norwich Solar Project

Cymone Bedford, Planning & Development Review Director

C. Bedford provided background on this item, stating that Representatives of Norwich Solar have reached out requesting that the property adjacent to the Town's wastewater treatment facility at 145 Lamoille Terrace in Milton, VT, be designated a "Preferred Site" for their 500 kW-AC solar electricity generation project. Bedford also stated that the Planning Commission has reviewed this request based on conformance with Milton's Comprehensive Plan and the 2022 adopted policy for determining preferred site status for solar projects of this kind. She discussed the criteria and results of the review, and she requested that the Selectboard supports the identification of the proposed site as a preferred site for net

metering. Martha Staskus of Norwich Solar provided additional background information on the project and responded to questions from the Selectboard.

Motion made by M. Morgan to approve the preferred site status for the Norwich Solar project at the wastewater facility on Lamoille Terrace, with a second by L. Morgan. Motion approved unanimously.

XI. Cost Estimate Approvals for Public Infrastructure

Lisa Schaeffler, Public Works Director; Amanda Pitts, Zoning Administrator

A. Pitts introduced this item by providing the background.

To: Milton Select Board

Date: April 3, 2023

From: Amanda Pitts, Zoning Administrator

CC: Lisa Schaeffler, Public Works Director, Thomas Elwood, Water & Wastewater Superintendent

Re: Public Infrastructure Cost Estimate Approval – Jimmo & Courtland

Sizzling Sausages, LLC c/o Jeff Jimmo, has DRB approval for the construction of a 69,500 sf building and site work that is connecting to municipal water and sewer. The project includes the public infrastructure for the water line extension, & hydrant on Gonyeau Rd, sewer line extension on Gonyeau Rd. At this time, we are requesting the approval of the cost estimate for construction, which will be the surety amount.

Location of Infrastructure/Project Name: Gonyeau Rd

Description of Infrastructure: Water, sewer, hydrant

Lisa Schaeffler and Tom Elwood have reviewed the cost estimates and recommended approval.

We respectfully request that the Selectboard approve the cost estimate in the amount of \$199,700.00.

Proposed Motion: Motion to approve the cost estimate for Jimmo project in the amount of \$199,700.00 for the public infrastructure (water line, sewer line, hydrant)

Jonny Roger Holdings, LLC (aka Courtland Construction) c/o Roth Perry, has DRB approval for the renovation of existing building, and outbuildings, and site work at 524 Route 7 South. The project includes the public infrastructure for the water line extension down Racine Rd. At this time, we are requesting the approval of the cost estimate for construction, which will be the surety amount.

Location of Infrastructure/Project Name: Racine Rd

Description of Infrastructure: Water line

Lisa Schaeffler and Tom Elwood have reviewed the cost estimates and recommended approval.

We respectfully request that the Selectboard approve the cost estimate in the amount of \$32,830.00.

Proposed Motion: Motion to approve the cost estimate for Courtland project in the amount of \$32,830 for the public infrastructure (water line)

Motion made by M. Morgan to approve the cost estimate for Jimmo project in the amount of \$199,700.00 for the public infrastructure (water line, sewer line, hydrant) and also to approve the

cost estimate for Courtland project in the amount of \$32,830.00 for the public infrastructure (water line), with a second by C. Taylor. Motion approved unanimously.

XII. Water/Wastewater Budget Proposal

*Amber N. Baker, Finance Director; Tom Elwood, Water/Wastewater Superintendent;
Lisa Schaeffler, Public Works Director*

A. Baker, T. Elwood and L. Schaeffler presented the proposed water and wastewater budgets and responded to questions from the Selectboard. One of the questions required additional research to answer, so further discussion and approval of the budget was postponed to the next meeting.

XIII. Award Paving Contract

Lisa Schaeffler, Public Works Director

L. Schaeffler introduced this item as presented in the following memo.

To: Milton Select Board Date: April 3, 2023 From: Lisa M. Schaeffler, Director of Public Works CC: Don Turner, Town Manager Re: 2023 Road Resurfacing Project – Contract Award to Pike Industries

Plans and specifications for the resurfacing of of Haydenberry Drive, Ellison Street, Lamoille Terrace, Arrowhead Avenue, Brandy Lane, Whisper Lane, Ducks Court, Winter Lane, Andrea Lane, Westford Road, and Mears Road were completed by Stantec. The project went out to bid on February 17, 2023 with bids due on March 15, 2023. The following four bids were received for the project:

Engineer's Estimate \$845,436.50

Pike Industries \$845,436.50

S.D. Ireland \$1,168,607.00

Pike Industries, Inc. was the low bidder at a combined cost of \$845,436.50. DPW has reviewed the bids, and Stantec has completed a bid analysis for the project. DPW and Stantec recommend awarding the contract to Pike Industries, Inc. Attached is a copy of the recommendation to award letter and a resolution. Funding for this project is provided through the paving budget line item.

DPW respectfully requests the Select Board to authorize the Town Manager, or his designee, to execute the contract documents necessary to award the contract to Pike Industries, Inc., in the amount of \$845,436.50.

L. Schaeffler also presented the following resolution.

Resolution – 2023 Roadway Resurfacing Projects: Recommendation of Award

WHEREAS, the Administrative Code Purchasing Policy duly adopted by the Selectboard of the Town of Milton and amended October 5, 2020, requires competitive bidding and Selectboard approval for purchases over \$10,000 by the Town; and,

WHEREAS, The 2023 Roadway Resurfacing Project was put out to bid February 17, 2023, with bids due on March 15, 2023; and,

WHEREAS, the Town received the following bids for the resurfacing of Haydenberry Drive, Ellison Street, Lamoille Terrace, Arrowhead Avenue, Brandy Lane, Whisper Lane, Ducks Court, Winter

Lane, Andrea Lane, Westford Road, and Mears Road, with the Engineers Estimate, including contingencies being \$898,075.00,

1. Pike Industries, Inc.: \$845,436.50
2. SD Ireland: \$1,168,607.00

WHEREAS, after DPW review and a bid analysis performed by our engineering consultant, Stantec, DPW Staff recommends the contract be awarded to Pike Industries, Inc., in the amount not to exceed \$845,436.50; and,

NOW, THEREFORE BE IT RESOLVED, by the Selectboard of the Town of Milton, that the Town Manager, or his designee, is authorized to execute the necessary documents to award the 2023 Roadway Resurfacing Project to Pike Industries, Inc., for a not to exceed amount of \$845,436.50 related to the award of this contract.

There was some discussion about the process.

Motion made by B. Steady to authorize the Town Manager, or his designee, to execute the necessary documents to award the 2023 Roadway Resurfacing Project to Pike Industries, Inc., for an amount not to exceed \$845,436.50 related to the award of this contract, with a second by M. Morgan. Motion passed. C. Taylor abstained.

XIV. Approval to Apply for Class 2 Paving Grant

Lisa Schaeffler, Public Works Director

L. Schaeffler explained that the Town would like to apply for a Class 2 Paving Grant for the section of East Road, from Duffy Road to the Town line (2.17 miles).

Motion made by M. Morgan to authorize the Town Manager, or his designee, to apply for the Class 2 Paving Grant as presented, with a second by C. Taylor. Motion approved unanimously.

There was further discussion regarding Route 7 paving.

XV. Approval to Apply for VTrans Structures Grant

Lisa Schaeffler, Public Works Director

L. Schaeffler explained that the Town would like to apply for the VTrans Structures Grant for some work that is needing to be done on School Street. Some drainage work is needed, there is a dip in the sewer main, and there are several other utilities there. We would like to apply for funding for the design this year, and next year, apply for the structure part.

Motion made by C. Taylor to authorize the Town Manager, or his designee, to apply for the Vtrans Structures Grant for the designing of the School Street drainage project, with a second by M. Morgan. Motion approved unanimously.

XVI. Approval to Apply for 2023 Bicycle and Pedestrian Grant

Lisa Schaeffler, Public Works Director

L. Schaeffler introduced this item as presented in the following memo.

To: Milton Select Board
Date: April 3, 2023
From: Lisa M. Schaeffler, Director of Public Works

CC: Don Turner, Town Manager Matt Grasso, Director of Operations for the Milton Town School District

Re: 2023 Bicycle & Pedestrian Small Scale Grant Application

The Town of Milton would like to purchase two sets of rectangular rapid flashing beacons. One set will go in front of the Herrick Avenue School at the cross walk as shown on the location plan. The second set will go on Main Street at the intersection of Main and School Street.

The Bike & Ped grant offers a 50-50 match. The price of a set of units is \$8,688.44. The grant will pay for half, if awarded making the Towns match \$4,344.22 for each set; a total of \$8,688.44 for 2 sets. The school has agreed to pay for half of the set for Herrick Avenue, \$2,172.11. That would leave the Public Works Department paying for the remaining amount of the match, which is \$6,516.33.

We proposed to pay for this out of the Road Restoration/Sidewalk Maintenance Reserve Fund. The balance in that fund is \$8,811.02. The remaining balance of this fund will be utilized to also repair six 5'x5' concrete sidewalk section in the area of Main Street as well as repairing/replacing the two sections of truncated domes that were damaged on Herrick Avenue by the plow this winter, which requires removal of the 5'x5' sidewalk section, pouring the concrete and forming the domes in the concrete. We will utilize the same funds to complete both projects.

Motion made by M. Morgan to approve the application for 2023 Bicycle and Pedestrian Grant, with a second by B. Steady. Motion approved unanimously.

XVII. Update from Town Manager and Board Members

Don Turner, Jr., Town Manager

D. Turner provided the following updates:

- With regard to the Catamount Industrial Park water system: Inter-connects have been shut off, and the Town will continue to gather information on the properties.
- The Town has started advertising the full-time supervising maintenance technician for building and grounds today. Three applicants have already expressed interest in the position.
- Jason Scott gave notice that he will be leaving to go to Essex on April 28, 2023. The Town will be advertising the two vacant positions in Water/Wastewater as soon as possible.
- The Town is still waiting for prime agriculture soil release and sign-off from Historical Preservation for new public works facility.
- The Town will be receiving federal funding from the CCRPC for a transit-oriented development plan in the amount of \$100,000.
- Grange renovations are going well. Turner will provide a financial update at the next meeting.
- The second annual Inclusion Festival will be May 6, 2021, 11 a.m. - 6 p.m. Vermont Federal Credit Union is sponsoring it again.
- The Town had a meeting with Circus Smirkus the other day.
- Mears Road is closed tomorrow and Wednesday

XVIII. Executive Session – Real Estate

Motion made by B. Steady to find that premature knowledge about Real Estate would cause the Town or person to suffer a substantial disadvantage. Second by C. Taylor at 8:01 p.m. Motion approved unanimously.

Motion made by B. Steady to move enter into executive session at 8:02 p.m. to discuss Real Estate under the provisions of 1 VSA 313 (a)(2) of the Vermont Statutes; to include the following;

Selectboard members: D. Adams, M. Morgan, C. Taylor, Leland Morgan and B. Steady; Town Manager, Don Turner, Jr.. Second by M. Morgan. Motion approved unanimously.

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

XIX. Action as a Result of Executive Session

Motion made by B. Steady to authorize the Town Manager to enter into a Memorandum of Understanding with Sterling Land Company, LLC regarding the development of a portion of lot #3 of the Brault Subdivision, with a second by C. Taylor. Motion approved unanimously.

Motion made by B. Steady to direct the Town Manager to work with the Town Attorney and others as necessary to pursue all legal means available to acquire the property located at 214-218 Route 7 South, or so much thereof as is necessary to construct and safely maintain the Southern Leg of the Hourglass Project, with a second by C. Taylor. Motion approved unanimously.

XX. Adjournment

Motion made by L. Morgan to adjourn the meeting at 8:28 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/xxc5rhx8bpmhrsav5bu3jt5zv2cwk8hd>

A video recording of this meeting can be found at the following location:
<https://miltonvt.box.com/s/bom5ff4pyiau9usishr15qm2lfk2g6r2>

Respectfully Submitted,

Brittany Tradup

APPROVED MINUTES:

_____ Date: _____
Brenda Steady, Clerk

Filed with the Milton Town Clerk's Office on this _____ day of _____, 2023.

ATTEST: _____, Milton Town Clerk