

**Select Board Meeting
Monday, June 30, 2014 – 7:00pm
Main Street Fire Station**

Present: C. Viens, D. Schneider, K. Miller (Select Board); B. Farr, B. Shepeluk, A. Imhoff, L. Oates

Public: Andrea Murray, Ashar Nelson, Miranda Orso, Everett Coffey, Alec Tuscany, Steve Lotspeich

The meeting was called to order at 7:02pm.

D. Schneider made a motion to approve the agenda for the meeting. The motion was seconded by C. Viens and passed by those present.

MUNICIPAL BUILDING ITEMS

There was a discussion regarding the CDBG-DR \$1 million grant requirements, which were all met by today's deadline. B. Farr mentioned that one of the requirements was to carry out an environmental review, which started with Weston & Sampson's Phase I ESA and was followed by KAS Consulting's Phase II ESA due to above average coal ash levels. In the Phase II ESA report, a lead pit was found near the property line. The report recommended either digging out and disposing four cubic yards of soil and developing a soil management plan or to adjust the parking lot placement to cover the lead pit area. The former recommendation would cost approximately \$2,365 more. Ashar Nelson, principal architect at VIA, noted that altering the current parking lot plan would change the site plan, move the parking lot closer to neighbors and would disrupt the storm water drainage design. In keeping the neighbors' interests in mind, and to stay with the current design plan, VIA recommended digging out the lead and developing a soil management plan. D. Schneider made a motion to excavate and dispose of the impacted soil area that is identified within the Phase II ESA report at the estimated \$5,936. The motion was seconded by C. Viens and passed by those present.

B. Farr then mentioned that the 8-step process will be triggered, as part of the foundation of the new addition will be located within the 100-year floodplain. K. Miller asked if the building could be designed to avoid this issue. A. Nelson said that the finished floor and program space is well above both the 100- and 500-year floodplains, but a small portion of the footings and foundation walls will be within the 100-year floodplain. B. Farr said that with this 8-step process delay, amongst other things, the recommendation is to have a construction start date of April 1, 2015. A. Nelson stated that the construction process will take approximately 40 weeks after the start date, with an expected completion of late December or early January. B. Shepeluk noted that he was ready to recommend an April 1, 2015 start date even before learning of the 8-step process because there is already too much to do and VIA is being stretched too thin. D. Schneider expressed his disappointment in needing to push the construction start date to the spring, but recognized the need to do so. B. Farr noted that as soon as the environmental review is complete and the grant agreement is signed, we will be able to hire a construction manager so that they have ample time to put projects out to bid and select the best firms. Andrea Murray mentioned that haste can cost more time and money than pushing back the start date to allow for more detailed energy modeling and engineering work, which will save the town money in the long run. C. Viens made a motion to relinquish the current October 1, 2014 target start date for the new municipal complex, directing staff and the architects to begin as early as is practical for the project. The motion was seconded by D. Schneider and passed by those present.

In order to take the pressure off of the Select Board to attend the current biweekly Thursday meetings with VIA, B. Farr recommended forming a small working group to manage the meetings with VIA. A. Murray said that the committee will not be able to make decisions to alter the scope, budget or timeline of the project, but can make smaller decisions to make the process move more quickly and to not burden the Select Board with the minute details. C. Viens stated that he is okay with the smaller committee coming to the Select Board to keep them updated on the project and to bring important decisions before the Select Board, while handling smaller decisions themselves. K. Miller asked that there be a municipal complex building progress link on the town's website to make sure this is a transparent project. D. Schneider made a motion to create a building design committee with one representative from the town offices, Historical Society and library, as well as B. Farr, B. Shepeluk and A. Tuscany, and to allow the municipal staff, Historical Society and library to appoint their one representative and one alternative to the committee. The motion was seconded by C. Viens and passed by those present.

B. Shepeluk provided an update with ongoing issues regarding the land conversion behind the Dr. Janes House. On June 24, 2014 a law firm representing Everett Coffey sent a letter to Ed O'Leary with the State Department of Forest, Parks and Recreation stating their review of the land conversion and their agreement with Mr. Smart, an attorney for Gary Griffith. B. Shepeluk noted that the new library will take up roughly 4,000sq ft of the approximate 900,000 sqft of this land, suggesting that the impacted area is negligible to the total size of the parcel in question. B. Shepeluk will keep the Select Board updated on this issue.

RIGHT OF WAY PATH

Paul Arnot, a developer and Waterbury resident, is requesting a town right of way for his new development near the bottom of Perry Hill Road. S. Lotspeich noted that the town does not have the capacity to maintain this path, which Mr. Arnot told S. Lotspeich in previous correspondence that he does not expect the town to maintain or care for the pedestrian path and believes the homeowner's association may be able to pay for its maintenance. In the course of review, pedestrian access concerns were raised by Clover Lane residents. S. Lotspeich asked if the Select Board would be amenable to having a right of way to provide permanence to access for the development, but would not be responsible for maintenance. In addition to the town accepting a right of way, rights of way would need to be given by each of the landowners with land in the proposed area. B. Shepeluk noted that there is not enough capacity to get the Village sidewalks plowed in a timely basis, and if this right of way is accepted, can the town take care of a pedestrian walkway if maintenance somehow became a town chore? A. Tuscany mentioned that the town has never done this for any other developer and he believes that this would be the developer's responsibility.

MANAGER'S ITEMS

A. Tuscany provided updates to the roundabout project. Minor work, including sign placement, will begin next week and utility work will begin the week of July 13th. The roundabout will be paved and ready for use by November 15. A. Tuscany noted that a two-week delay due to an appeal of the necessity hearing may cause the roundabout to receive temporary paving this fall with permanent paving expected in spring 2015, though this would be night work. He noted that the traffic management plan and schedule for the project are currently under review by the state, the town, and Dubois & King. Weekly meetings are scheduled for 10:00am on Thursdays beginning next week.

A. Tuscany then discussed updates to the Stowe Street sidewalk. B. Shepeluk to sign the agreement next week. The current plan is to begin work in August and end in October. There will be coordination needed between the sidewalk and bridge projects. K. Miller stated that the municipal website should have information regarding these updates. B. Shepeluk stated that there will be a link on the new town website to the VTrans website that will allow users to easily find information on all of the projects in the area.

B. Shepeluk noted that today marks the halfway calendar of the fiscal and calendar year and discussed in detail both the general ledger and the balance sheet, answering questions from the Select Board as they reviewed both documents. He noted that the numbers are where he would expect them to be for this time of year, with most of the revenue coming from property taxes, which are not even billed until after the first half of the year. B. Shepeluk closed with stating that he is happy and comfortable with the town's current standing with the budget.

D. Schneider made a motion to hold the Select Board meetings the 1st and 3rd Mondays of the month at the Fire Station. The motion was seconded by C. Viens and passed by those present.

There being no further business, the meeting was adjourned at 8:52pm.

Respectfully submitted,
Lauren Oates, AmeriCorps VISTA

Approved on: July 7, 2014