

**Meeting of the Waterbury Select Board
November 16, 2015
Main Street Fire Station**

Present: C. Nordle, Chair; D. Schneider, M. Frier, J. Brown, C. Viens (for part of the meeting via phone), Select Board; W. Shepeluk, Municipal Manager; S. Lotspeich, Community Planner; S. Blow, Waterbury Record; A. Imhoff, ORCA Media; and C. Lawrence, Town Clerk.

Public: Everett Coffey, Frank Spaulding, Crea Lintilhac, Marcy Blauvelt, Louise Lintilhac, Bruce Bonyun, Denise Bonyun, Joan Beard, and Steve Sisler.

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

APPROVE AGENDA

Zoe Gordon was unable to make the meeting, therefore the Economic Development Plan Update will be passed over. C. Lawrence asked that the liquor license approval (item c.) be removed from the consent agenda. D. Schneider made a motion to approve the agenda as modified. The motion was seconded by J. Brown and passed by those present.

CONSENT AGENDA ITEMS

M. Frier made a motion to approve the consent agenda items including the minutes of the November 2nd meeting, final approval of naming Sugarhouse Road, and an application for Special Event Permit submitted by Whistle Pig Whiskey to serve inside Cabot Annex on December 11th from 7:00 – 9:00pm. The motion was seconded by J. Brown and passed by those present.

PUBLIC

E. Coffey asked to speak briefly about the proposed salt shed at the Armory site.

ECONOMIC DEVELOPMENT PLAN UPDATE

Passed over.

MUNICIPAL BUIDLING UPDATE

W. Shepeluk distributed and reviewed the current budget for the project and said the Town is in good shape with regard to the total project budget. The contingency fund still has approximately \$100,000 available.

The contract calls for a January 20th date for the project to be turned over to the Town. That deadline has steadily moved up, and ReArch hopes they can turn the project over to the Town on December 18th. If that happens, the municipal functions will move in the week of December 21st. The Library and History Center will move in the middle of January. There is concern that the estimated completion date is aggressive and ambitious. If the municipal offices cannot move in December, the move will most likely be delayed until the first week of February.

C. Nordle would like to receive a more concrete timeframe by the fist meeting in December, and suggested advertising when the vault and offices will be unavailable.

PARKING COMMITTEE UPDATE

D. Schneider stated that the Trustees changed the parking ordinance based on suggestions by the Parking Committee. The major changes included a 2 hour parking limit in the Stowe Street lot on Bidwell Lane and a 15 minute parking limit in front of Axel's Frame Shop. The Committee has also developed a Downtown parking primer and reminder leaflet for distribution. The Bidwell lots have been changed to allow parking until 2:00am. The Police

Department has added extra part-time shifts for parking enforcement. The Committee has a data collection system on their iphones, and continues to collect parking data.

W. Shepeluk explained that the parking signage is in the Town Highway budget. It appears that about 25 signs need to be purchased at an estimated cost of \$1,500, plus some additional line stripping will occur in the springtime.

MANAGER'S ITEMS

At the last meeting, the Manager presented a permit to build a salt shed at the Armory building behind Thatcher Brook Primary School. The former location was at 112 South Main Street. At that meeting, the Board questioned how much increase in traffic this would cause near the school. The Manager talked with the Public Works Director at length after the meeting, and it appears the Armory will be a suitable location for the shed. The sidewalk plow is housed at the Armory so it will be easier to fill on site. There will also be less labor involved in transporting salt and sand. The shed will be located to the left of the Armory partially using space that is currently for overflow parking for special events. Additional traffic in the area will be negligible. The Manager recommended approving the construction of the shed at the proposed site. W. Shepeluk will work with the school to finalize the plans.

E. Coffey attempted to work with Keurig Green Mountain and the Town for continued use of the shed on his property, however Keurig was not interested in continued rental of the shed on South Main Street.

W. Shepeluk explained that at the last Town meeting, voters authorized the borrowing of \$500,000 to pave Perry Road, and the project has been completed. He put the loan request out to bid and received responses from three local banks, asking for a fixed rate for 5 years, and the rate for a one year term to be rolled over each year. W. Shepeluk's recommendation is to borrow under a one-year note to be renewed each year. People's United Bank had the best rate at 1.1%. D. Schneider made a motion to adopt the Capital improvement borrowing resolution and to borrow \$500,000 from the People's United Bank at an interest rate of 1.1%. The motion was seconded by J. Brown and passed by those present.

F. Spaulding appeared and asked about the salt shed. W. Shepeluk updated him on the discussion held earlier in the evening. F. Spaulding voiced concerns about access to the area in light of recreational activities. C. Nordle responded that the equipment is already housed, and can be loaded and unloaded on site. The deliveries only occur once per week, if that often. Other reasons for wanting the shed on this site were reiterated.

S. Lotspeich was present to update the Board on the proposed construction of two municipal signs funded by the Downtown Transportation grant. The signs will be located at the roundabout and the municipal complex. He distributed a RFP received from Wood & Wood Sign Systems (attached these minutes). There has been some interest in keeping the current sign at the roundabout and that will be considered. A Select Board member will join staff to look at sign options, as well a Trustee and member from Revitalizing Waterbury. The Town contribution is built into the building project through in-kind services.

E. Coffey stated that the current sign is a Village owned sign and is on Village property. He feels it is a welcoming sign.

S. Lotspeich stated that a contract will be developed for future consideration. D. Schneider made a motion to authorize the Manager to sign the contract with Wood & Wood with language that will match up with grant requirements. The motion was seconded by J. Brown and passed by those present.

PLANNING COMMISSION VACANCY

There is currently an open position on the Planning Commission with a term to expire in April of 2017. There is an interested applicant that the Board will interview at some point, however she is unable to make it to a Monday meeting due to other commitments. One opportunity is the Joint Select Board and Planning Commission joint meeting on November 23rd or a daytime meeting for this limited purpose.

NORTH HILL COMMUNICATIONS TOWER

C. Nordle recused himself and left the meeting. C. Viens joined the meeting via telephone. W. Shepeluk stated that the Town is still waiting on aesthetic and propagation studies. There has been some discussion of potential alternate sites that have been shared with the Department of Public Service. There have been discussions with ANR about the concerns with the wildlife corridor, and ANR has submitted a letter to the Public Service Board about these concerns. C. Viens received a call from a Stowe Select Board member and was questioned about the cell tower issue. He stated that there have been some conversations with the property owner about building the structure in part to access the property for the development of a new home. Any development would have to comply with the Town zoning by-laws. C. Viens expressed concerns about the house being in the wildlife corridor as well.

C. Viens asked if the PSB would show a mock up of a 60 foot extension to the proposed 90 foot tower, which may very likely happen in the future. S. Lotspeich said the tower is designed for one carrier, and they would need an additional 10 feet for each carrier. Verizon would have to come back with an amended application to add to the tower. W. Shepeluk will ask for computer generated picture of the maximum possible height of the tower.

M. Frier asked if the Board should take a position since the tower construction does not adhere to the Town plan and by-laws. W. Shepeluk explained that the Board can take a position and chose to fight the project and a significant amount of money will have to be spent in a short period of time. C. Viens reiterated that a mockup of the total height allowed would help with the aesthetic concerns.

J. Brown asked about co-location with a small tower on Barnes Hill. W. Shepeluk replied that the Verizon studied showed this location would not be feasible.

W. Shepeluk stated that it is getting to the point where the Select Board needs to make a decision as to how strongly they want to go forward and whether or not the Board wants to present its own information to the PSB.

B. Bonyun asked the Board to think about vigorously defending the Town plan, and to think about the impact on property values, which may be reduced from 5% to 25%.

C. Linthilac asked that the argument include the characterization of the landscape, and that stated that the Town will need expert witnesses.

M. Blauvelt brought the Boards attention to an updated report named 'Vermont Conservation Design – Maintaining and Enhancing an Ecologically Functional Landscape' and shared the report with the Board. J. Beard stated that the Conservation Commission has been working hard to support the wildlife corridor and would like to see more involvement with ANR. S. Sisler stated that he supports active opposition.

C. Viens expressed concern about the cost to fight the project, but as a Board member he feels obligated to uphold the Municipal plan.

J. Brown made a motion to oppose the tower and to direct staff to work with the attorney and potential consultants to defend town plan and bylaws, and to keep Board up to date with costs. The motion was seconded by M. Frier and passed by those present.

DISCUSS IMPENDING TAX SALE OF POPXUE / PENNY LANE PROPERTY

The Town has a delinquent tax policy that has been previously shared with the Board. W. Shepeluk explained that there was a tax sale in July on five properties. There is property on Route 100 and Guptil Road that Valerie Zimmerman initially purchased that is very complicated. There is a tax sale scheduled for Thursday of this week on this property. W. Shepeluk explained the tax sale process. J. Kilgore recommended that the Select Board bid on the property if there are no other bidders. If the Town submits a bid, the town would become the legal owner after the period of one year.

M. Frier made a motion to allow the delinquent tax collector to submit the minimum bid on the property if there are no other bidders. The motion was seconded by J. Brown and passed by those present.

There being no further business, the meeting adjourned at 9:45pm.

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: December 14, 2015