

2
3 **Selectboard Meeting**
4 **October 6, 2016 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7 **Members present:** Wayne Howe (Chair), Catherine McMains
8

9 **Others present:** Todd Odit (Town Administrator), Amy Richardson (Secretary), Mark Sousa, Bob Schermer, Stuart
10 Alexander, Leslie Nulty, Bert Lindholm, David Armstrong, Nathan Guay, Ellie Martin, Glenn Martin, Tate
11 Brannon, Mathew Champlin, David Tillotson, Randy Clark, Kim Mercer, Chris Forleo, Charlie Baker
12

13 The public meeting was called to order by Mr. Howe at 7:00 p.m.
14

15 **1. Public Comment.**

16 Mr. Schermer thanked the Selectboard and Mr. Odit for the flashing pedestrian crossing lights in Jericho Center.
17 He said he is still concerned and asked if there is something more that could be done. He discussed his concerns
18 further with the Selectboard. Mr. Schermer also noted the large rock play area will be installed on the Jericho
19 Center Green around October 19th as approved previously by the Selectboard. He discussed the rationale for the
20 boulders. Mr. Howe asked who is doing the installation. Mr. Schermer responded that Jim Bedell and Nate Ely
21 are overseeing it. The Selectboard thanked Mr. Schermer.
22

23 Mr. Martin suggested removing the sign at the end of Dickenson Street prohibiting left turns, noting that since
24 the store opened there is more traffic and most people ignore the sign. He discussed the benefits of allowing left
25 turns at the intersection. Mr. Howe said there is a plan for that to ultimately be a two-way street. Mr. Odit noted
26 that there are some short-term changes that staff will be recommending to the Selectboard soon regarding
27 traffic in that area. Mr. Howe clarified within the next month or two. Mr. Odit agreed.
28

29 Mr. Alexander asked about three items: 1) a better understanding of current zoning in Commercial District; 2)
30 whether there really is some advantage to a commercial tax base or whether Act 68 did away with that; and 3)
31 what would be in place if the new proposal is turned down. Mr. Howe responded saying the second point is well
32 taken and the Act attempted to largely level the playing field. He asked for clarification of which zoning
33 provisions he was referencing. Ms. McMains noted both versions are in place at the same time until we vote on
34 them because we have warned a public hearing. In response to the third question, Mr. Odit and the Selectboard
35 responded that the previous version would be in place if the new proposal is turned down. Ms. McMains noted
36 the change was made from the 12,000 to 30,000 square feet and that was the change that was warned for the
37 public hearing.
38

39 **2. Request to Investigate Potential for a CSWD Drop-off Center in Jericho.**

40 Ms. Nulty said the District (Chittenden Solid Waste District, or CSWD) is starting a review and long-range
41 planning for all its Drop-off Centers. She discussed what will be included in the analysis to determine the future
42 needs. She stated that right now the District is asking the member towns to provide an expression of interest, or
43 not, in hosting a Drop-off Center in the Town. Ms. Nulty said we can expect to see a significant increase in
44 recycling in the coming years, discussing the reasons. Mr. Lindholm discussed recycling and composting. Ms.
45 Nulty noted we don't have any institutions in Town that meet the criteria.
46

47 Mr. Howe clarified that MMU doesn't meet the criteria. Ms. Nulty responded no. The Selectboard members, Mr.
48 Lindholm, and Ms. Nulty discussed the matter further. Ms. Nulty stated that for a Town to host a Drop-off
49 Center, the District requires that the Town donate a suitable parcel of land. She discussed what is considered
50 suitable, including some possible approaches. She stated what we need right now from the Town to is an
51 affirmative expression of interest; if not, that would be the end of the discussion. Mr. Howe asked what an
52 expression of interest would mean. Ms. Nulty responded it would not be a commitment, just would allow the
53 analysis to occur. She and the Selectboard members discussed the matter further.

54
55 Mr. Lindholm said the map includes an indication of possible locations, noting there are not a lot of possibilities.
56 He discussed the matter further, including the changes in collection of the materials and charging for the service.
57 He also discussed concerns at the Board level. Ms. McMains agreed, saying the questions is how to pay for
58 recycling when there is less trash. Ms. Nulty agreed, noting that many people don't understand the costs
59 involved. She said the Selectboard should be aware in coming to its decision that technically, under the law, each
60 town is responsible for dealing with the trash. She, Mr. Lindholm, and the Selectboard members discussed the
61 matter further, including the implications of the decision and the future of the Commercial District. Mr.
62 Lindholm also discussed the role of the haulers. The Selectboard thanked Ms. Nulty and Mr. Lindholm.

63
64 Mr. Guay stated I am one of the small haulers that got pushed out. He said he saw a need for Drop-off Center
65 and has been running one for over a year. He said his grandparents own the property that is of interest to CSWD
66 and it is where he has built his business up. He stated he is looking forward to continuing to meet the needs of
67 the community, saying he lives in the community and listens to the customers. Mr. Guay discussed the matter
68 further, including operating the business and the economics involved. He said what will cost \$250,000 he is
69 doing for less than 10% and he is willing to put more money in as the demand rises.

70
71 Ms. Martin stated I would hope that in your deliberations on this issue you would consider the private folks in
72 this Town and they would come first; it is not a good thing to be putting small businesses out of business. Mr.
73 Howe responded this is not a commitment to do this, just to allow the study. Ms. Martin said the small
74 businesses should be included in this study. The Selectboard members responded it is not our study. They
75 discussed the matter further with Ms. Martin. Ms. Nulty further explained what the study will look at, noting
76 CSWD is aware of Nate's operation. Ms. McMains noted this means no commitment on our part either. Mr.
77 Howe agreed, saying we could walk away.

78
79 On a **motion** by Ms. McMains, seconded by Mr. Howe, **the Selectboard agreed to not exclude Jericho from the**
80 **study; to be considered as part of the data for future Drop-off Centers as may be needed.** The motion passed
81 2-0.

82
83 Ms. Nulty and Mr. Lindholm stated a letter would be helpful. Mr. Lindholm noted the District does run some
84 operations under private contract, discussing an example. He noted that part public, part private operation is a
85 possibility. The Selectboard thanked the representatives for their time.

86
87 **3. CCTA Burlington to Jeffersonville Commuter Update.**

88 Mr. Armstrong, Planning Manager at Green Mountain Transit (GMT), formerly Chittenden County Transit
89 Authority (CCTA) introduced himself and Mr. Sousa, Assistant General Manager. He provided an update on the
90 Burlington to Jeffersonville Commuter Route for the last year, noting the following:

- 91
- 92 • Ridership nationwide was down, as gas prices were down
 - 93 • GMT routes were down 7%; Jeffersonville was down 15%, but ridership from Jericho rose 3%
 - 94 • The number of trips per day and ridership statistics, noting each of the stops
 - 95 • Route is going pretty well
 - 96 • Construction of the store and Park-and-Ride were challenges, but David Villeneuve was super helpful and accommodating getting us moved

- 97 • The new Park-and-Ride has cleared the permitting process and construction may start next week, just north
98 of store on Route 15
99

100 Ms. McMains said we have heard from folks in our community that the Jericho Post Office stop is in a Catch 22
101 without a shelter and trying to figure out how to increase participation there. Mr. Armstrong and Mr. Sousa
102 responded by discussing some capital considerations that have been involved, noting that some assets have
103 freed up that may be able to be moved around. Mr. Howe asked if there is a metric used to see if there is
104 enough volume to warrant a shelter. Mr. Sousa responded not yet, saying they are drafting standardized policies
105 that would address where bus stops should be located. He discussed the matter further with the Selectboard.
106

107 Mr. Brannon stated he rides the bus, noting he uses the Jericho Post Office bus stop. He discussed his previous
108 efforts to get a shelter at the bus stop. He also discussed challenges to build ridership at that stop without a
109 shelter or parking. Mr. Brannon discussed the estimated cost to build a shelter and some creative ideas that
110 were considered to resolve the issue. Mr. Sousa responded that they do have some assets being stored that may
111 be able to be reallocated. He discussed the steps involved, including a pad and right of way easement. He
112 agreed to look into the matter.
113

114 Ms. McMains said that is all part of thinking of transportation and energy uses, healthy communities, and getting
115 more people using alternate forms of transportation. Mr. Odit noted the individual who owns the land at the bus
116 stop would like to have a discussion about the future of that property. He discussed some of the possibilities.
117 Mr. Howe clarified there is no action required on this item. He asked whether the cost is expected to level out at
118 Fiscal Year 2019. Mr. Odit agreed it would level out at \$14,000. Ms. McMains noted the route was subsidized for
119 three years. Mr. Armstrong discussed the cost of the route further. Mr. Howe asked whether Underhill is still
120 paying same amount of money with lower ridership numbers. Mr. Armstrong agreed they are. The Selectboard
121 thanked for the gentlemen for their time and information. Mr. Sousa agreed to look into a shelter and contact
122 Mr. Odit.
123

124 **4. Chittenden County Regional Planning Commission (CCRPC) Update.**

125 Mr. Baker stated there is a lot going on in the county, so this is their annual check in and report to the
126 Selectboard. He provided an update, noting the following:

- 127 • The role of the CCRPC and Town of Jericho activities;
128 • Transportation Improvement Plan, a requirement for federal funding;
129 • Regional activities;
130 o Building Homes Together – pushing for more housing development in Chittenden county
131 o Meetings with Planning Commissions and Development Review Boards
132 o Regional Energy Plan
133 o Opioid Alliance – outgrowth from the ECOS Plan
134 o Regional Dispatch Implementation Study
135

136 Mr. Howe asked about the All Hazards Mitigation Plan. Mr. Baker explained there are federal guidelines for doing
137 these plans through FEMA (Federal Emergency Management Agency) to remain eligible for federal funding. The
138 Selectboard, Mr. Odit and Mr. Baker discussed the matter further, including the financial incentive to have plans
139 in place. Mr. Baker thanked the Selectboard for contributing Ms. McMains to the CCRPC Board and committees.
140 The Selectboard thanked Mr. Baker for his time.
141

142 **5. Recreation Committee Request for Recreation Study – Kim Mercer.**

143 Ms. Mercer introduced Mr. Forleo from the Recreation Committee, saying they have two things to discuss. She
144 stated the needs assessment has been on the radar and included in the Capital Budget for a long time. She
145 noted there is money in the Recreation Impact Fees Fund that might cover the assessment. Ms. Mercer
146 discussed some of the background and what she learned attending the Vermont Recreation and Parks

147 Association Conference. She discussed the quotes obtained for the needs assessment, asking if the Selectboard
148 would support the use of the impact fees to fund it. She, Mr. Odit and the Selectboard discussed the matter
149 further, including what the needs assessment process includes and the cost. They also discussed the
150 recommended consultants background and qualifications.

151
152 Ms. McMains said I thought I saw on Front Porch Forum that the website is up. Ms. Mercer stated it is, noting
153 what information is being posted and the interest to date. She said the website is: www.jerichorecreation.org,
154 adding that it is searchable and the more people that use it, the better resource it becomes. She discussed the
155 website benefits further.

156
157 On a **motion** by Ms. McMains, seconded by Mr. Howe, **the Selectboard accepted the proposal from University**
158 **of New Hampshire for a recreation needs assessment, not to exceed \$10,000.** The motion passed 2-0.

159
160 Ms. Mercer agreed to work with the consultant on timelines, etc. Mr. Odit noted they will want a contract. He
161 and Ms. Mercer discussed the matter further, including future communications and the conference.

162
163 Mr. Forleo stated he is here to present their first event and he is excited. He discussed the background and
164 efforts taken to arrange the event, a production at the Flynn for seniors with bus transportation. He requested
165 help from the Town to fund the tickets and transportation, which will be paid back, noting they plan to make it
166 budget neutral.

167
168 Ms. Mercer clarified they are requesting the Town act as fiscal agent, explaining the process and the rationale.
169 Ms. McMains noted the Town acted as fiscal agent for Plein Air Festival, but there is a difference with the money
170 going out before in this case. Mr. Howe asked about an assurance that the event is cost neutral. Mr. Forleo and
171 Ms. Mercer discussed the matter further with Mr. Odit and the Selectboard members, noting the cost and
172 sponsorships.

173
174 On a **motion** by Ms. McMains, seconded by Mr. Howe, **the Selectboard approved spending up to \$700 with the**
175 **expectation that the Recreation Committee will pay the money back.** The motion passed 2-0.

176
177 Ms. Mercer, Mr. Odit and the Selectboard discussed future transportation options. The Selectboard thanked Ms.
178 Mercer and Mr. Forleo.

179
180 **6. Request to Apply for a Municipal Planning Grant – Future Use of Rivers’ Property.**

181 Tabled to next meeting.

182
183 **7. Review and Possible Acceptance of Town Hall Window Replacement and Trim Repair Bid.**

184 Mr. Odit said three bids were received, noting what is included in the work and the bids. He also discussed the
185 budgeted amounts compared to the bids and the bidders’ backgrounds. He noted it is currently unknown as to
186 what will be found, so there will be funds available to meet those needs. The Selectboard members and Mr. Odit
187 discussed the matter, including the timing of the work and the fund balance. Mr. Champlin asked if there has
188 been any contact with the utilities on any rebates or incentives available. Mr. Odit responded that is the next
189 step. Mr. Champlin stated there is money available. Mr. Odit said we had an energy audit and we have to have a
190 project before applying for rebates.

191
192 On a **motion** by Ms. McMains, seconded by Mr. Howe, **the Selectboard accepted the base bid from Liszt**
193 **Historical Restoration for Town Hall window replacement and trim repair for \$138,000 and authorized the**
194 **transfer of \$130,000 from unreserved fund balance to the Buildings and Property reserve fund for the purpose**
195 **of funding this project.** The motion passed 2-0.

196

197 **8. Accept Rivers' Land Gift and Execute Documents Pertaining Thereto.**

198 Mr. Howe stated we just received a copy of the documents yesterday and haven't had a chance to review them
199 enough to sign off on. He said we understand this needs to happen with some haste; we want to and we will
200 make it happen. He said we are appreciative, but tonight we are not able to do it. Ms. McMains apologized,
201 saying the Town has moved forward in a good faith effort. She discussed the steps taken to this point, saying we
202 have some questions that need to be answered before we can sign off.

203
204 Mr. Clark stated we were here three weeks ago, we had a deadline of October 1st. He said we didn't think we
205 were going to have an attorney, noting they did on Tim's recommendation and that things are different than
206 they were 30 years ago. He discussed how he thought the process would work and the delays encountered
207 during the process. Mr. Clark said Todd drew a map of the training area with extra room, which we gave to our
208 attorney who said it needs to be surveyed. He discussed what was involved in getting the survey and the timing.
209 He stated the deadline was October 1st and it was extended to the 6th; we are a little concerned about extending
210 it out too long.

211
212 Mr. Clark suggested that maybe they could answer some of those questions. He discussed the matter further,
213 including the hours and steps that were involved in the process this far. He said we have done everything we can
214 to make this happen. Mr. Clark also discussed the bond renewal for the gravel pit and efforts to recover the
215 money from the premium. He then discussed the response from the community, which has been positive. The
216 Selectboard and Mr. Clark discussed community support and what it means to the Fire Department. Mr. Howe
217 stated we don't want to belabor this, we just have to be sure everything is specified and clarified. Ms. McMains
218 said we need represent the community as best we can as well; that is why we have to look at this. Mr. Clark
219 stated we think we have done that; we think we can answer the questions. Ms. McMains said there are legal
220 questions. Mr. Clark and the Selectboard members discussed the matter further.

221
222 Mr. Clark introduced Mr. Champlin and Mr. Tillotson, saying the Chiefs had a meeting and agreed they would like
223 David and I to sign the paperwork since we were at the table with Alice. He said we have the deed, the survey,
224 and the Mylar; we moved the deadline from October 1st to tonight and we are ready. The Selectboard members
225 agreed they are almost ready, but they just got the paperwork yesterday. Mr. Odit said the issue is that they
226 haven't had an opportunity to talk to each other or the Town attorney since receiving the documents. The
227 Selectboard members discussed the matter further. Mr. Odit asked whether the real rush is this \$2,000
228 premium. Mr. Champlin responded it is more than that, the insurance and liability on the property that are
229 renewing.

230
231 Mr. Clark said our membership has a say in this; just like the townspeople have a say in this. He stated they are
232 at the point that this is the date; if we extend this date, we should ask them. He noted we had a 66% vote to do
233 this and we really don't want this to go the other way. Mr. Clark suggested a way to move forward with signing
234 the deed. Ms. McMains stated in order to be responsible for the community, we need to discuss the documents
235 with our attorney. She explained we are trying to do our due diligence that we were elected to do on behalf of
236 the Town. Mr. Howe added there is no hidden agenda here. He said you have had a long time to come to your
237 decision, but we have had a short time to react to that gift. He stated I want to sign; I am just about ready to
238 sign; but I don't feel it is a responsible thing to do until the lawyer says to move forward.

239
240 The Selectboard members and Mr. Clark discussed the matter further. Mr. Odit stated the Selectboard needs to
241 really understand the ramifications of the conditions that are in the deed. Mr. Clark stated I would like to go
242 through them one by one; I can probably answer their questions. Mr. Odit said the Selectboard needs to hear
243 from the attorney what they mean for the Town. Mr. Clark, Mr. Champlin, and the Selectboard members
244 discussed the matter further, agreeing to resolve the matter before October 13th, but likely earlier.

245

246 **9. Approve Minutes of 9/15/2016.**
247 On a **motion** by Ms. McMains, seconded by Mr. Howe, **the Selectboard approved the minutes of 9/15/2016 as**
248 **written.** The motion passed 2-0.

249
250 **10. Approve Warrants.**

251 The Selectboard members present signed the warrants.

252
253 **11. Other Business.**

254 Mr. Champlin stated the Fire Department is developing the 2017 budget now. He discussed the timing and steps
255 involved, suggesting he could meet with one member of the Selectboard and Mr. Odit to review the draft and
256 answer questions, then move forward from there. Ms. McMains agreed that process has been working well. Mr.
257 Champlin asked about scheduling a working session. He and the Selectboard members discussed the matter
258 further. Mr. Champlin said he wanted to update the Selectboard on the process, noting it is a little earlier than it
259 has been in the past. He discussed how they have changed the process, saying the use of the accounting firm
260 has helped and the audit is almost done. He discussed insurance claims for the past year.

261
262 Mr. Champlin discussed the matter further. He added the Fire Department is working on a strategic plan for the
263 organization and capital planning. Ms. McMains stated that makes sense given the change in call volumes. Mr.
264 Champlin agreed, noting the Underhill station gets paid off soon and they are considering construction of
265 another station. He discussed the differences between Underhill and Jericho. He stated I have reached out to
266 the Taskforce and would like to wrap up prior to presenting the budget to the Town. Mr. Champlin asked the
267 Selectboard to reach out to the Taskforce to facilitate the process. He said he would like to get through this Town
268 Meeting, putting the Rivers' land and the Taskforce behind us, so we can move forward with planning for the
269 future. He discussed the matter further, including apparatus needs and staffing changes.

270
271 Mr. Champlin stated the proliferation of solar panels on homes is causing some concerns for the Fire
272 Department. He discussed concerns with solar panels, noting they are always energized and there is nothing you
273 can do to turn them off. He said the Fire Department is evaluating what that means to us, noting considerations
274 are being made in training situations, firefighting, insurance, and planning.

275
276 Mr. Odit clarified during the conversation regarding the deed whether this is a take it as it is situation. Mr.
277 Champlin responded that is what we feel protects our interest and our ability to train; although we understand
278 there might be language in there that might be of concern. He said there are future considerations that need to
279 be considered. Mr. Odit said the Town has the same concerns. Mr. Champlin stated we just want to close this
280 matter. Mr. Howe closed the discussion, saying the Selectboard will talk with the attorney and finish this up by
281 mid-week. Mr. Champlin stated he came back to discuss pending matters. He said the Fire Department wants to
282 get back to its core business; that is why we volunteer. The Selectboard thanked Mr. Champlin for the update.

283
284 On a **motion** by Ms. McMains, seconded by Mr. Howe, **the Selectboard entered Executive Session to discuss**
285 **real estate contracts at 9:30 p.m.** The motion passed 2-0.

286
287 On November 3, 2016, on a motion by Ms. McMains, seconded by Mr. Howe, the Selectboard exited executive
288 session at 6:50 pm. The motion passed 2-0.

289
290 On a motion by Ms. McMains, seconded by Mr. Howe, the Selectboard adjourned the meeting. The motion
291 passed 2-0.

292
293 Respectfully Submitted,
294 Amy Richardson