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

7 **Members present:** Catherine McMains (Chair), Tim Nulty

9 **Others present:** Todd Odit (Town Administrator), Katherine Sonnick (Planner), Mathew Champlin, Tim Clark,
10 Chris Corbin, Phyl Newbeck, Wayne Howe, Matt Thomson, Jim Carroll, Tom Baribault, Stuart Alexander

12 The public hearing was called to order by Ms. McMains at 7:04 p.m.

14 **1. Public Hearing – Town Plan Update.**

15 There was none. Ms. McMains closed the public hearing and called the regular Selectboard meeting to order at
16 7:05 p.m.

18 **2. Public Comment.**

19 There was none.

21 **3. Underhill-Jericho Fire Department (UJFD) Budget Presentation.**

22 Mr. Champlin said he made the format changes since last time we met, as follows:

- 23 • Splitting out the stipends line, so the salary line is pure payroll.
- 24 • Adding a benefit line.
- 25 • Moving the funding for equipment and other things to the appropriate line items.

26 Mr. Champlin stated they are proposing a flat budget year over year. He noted a slight increase due to the
27 removal of income from Essex Rescue rent because the loan has been paid in full. He said they also created a
28 line item of \$37,900 to reflect the cost of supporting EMS (emergency medical services).

30 Ms. McMains asked if there were any questions from the public, noting UJFD is requesting \$326,699 from Jericho
31 and \$217,799 from Underhill. Mr. Thomson asked who will be presenting the budget procedurally during Town
32 Meeting. Ms. McMains said they discussed that question during the budgeting process, saying the Selectboard
33 will present the budget, but UJFD will answer any technical questions. She stated the other question they talked
34 about in their last meeting was regarding the EMS support of \$37,990; noting UJFD is in the process of rethinking
35 that position, while working with Essex Rescue. She said that is something that should be discussed by UJFD
36 since it is in flux. Mr. Thomson asked if they came to a resolution on whether someone representing the
37 Selectboard or the Town would be able to be present during future discussions. Mr. Champlin responded yes,
38 saying it is just a matter of scheduling now.

40 Mr. Nulty said he heard a concern at the last meeting as to whether the Selectboard was putting forth a budget it
41 would own and stand behind, stating the answer is yes. He discussed how the Selectboard asks the various areas
42 of the Town to respond to questions since the Selectboard is not experts in all of the various areas. Mr. Champlin
43 said he is hoping that the Town representative may be knowledgeable enough at Town Meeting to present or
44 answer questions regarding EMS support at that time.

46 Ms. McMains said she has reviewed the budget several times since she will need to present it at Town Meeting.
47 She asked about the payroll reserve accounts, noting there is one for volunteer and one for full-time. Mr.
48 Champlin discussed how reserve accounts are used and the impact of variable call volume. Mr. Odit asked if they
49 are hourly or salary employees. Mr. Champlin clarified they are hourly, discussing the reasoning and guidance
50 received. He, Mr. Clark, and the Selectboard members discussed the matter.

51 Mr. Nulty asked for a further discussion of the topic at a later time because the explanation did not make sense
52 to him given his knowledge. Mr. Champlin agreed. Mr. Corbin added that public safety entities are divided into
53 labor or management roles, saying that only management would be salary employees. Mr. Nulty thanked him
54 for the explanation. Ms. McMains asked how the number of people and the number of apparatuses are
55 determined for response to various calls. Mr. Champlin and Mr. Clark discussed the policy for response to calls
56 with the Selectboard members, including staffing and equipment.

57
58 Mr. Champlin clarified that the next step should be the joint meeting with the Underhill and Jericho Selectboard
59 members. Ms. McMains agreed, discussing scheduling and public attendance. Mr. Champlin requested that the
60 electronic annual report be posted electronically and distributed to those who receive e-mails about Selectboard
61 meetings. The Selectboard members agreed, thanking the UJFD members for the presentation.

62

63 **4. Public Hearing – Fiscal Year 2017 (FY17) Capital Budget.**

64 Ms. McMains stated these are the numbers that will be put into our main budget and discussed at Town
65 Meeting. She discussed the approach to preparing the Capital Budget and noted the following:

- 66 • The total project budget for FY17 is currently \$1,167,266.
- 67 • Highways:
 - 68 ○ The biggest number.
 - 69 ○ According to the Transportation Study we can keep our good roads rating as stable, or improve it, by
70 working on the good roads first.
 - 71 ○ That is the rationale for reallocating funds from gravel into asphalt highways.
 - 72 ○ We have \$50,000 for a Dickenson Street design study, which would be primarily funded by grant
73 money.
- 74 • Town Hall Exterior Improvements:
 - 75 ○ Other big item.
 - 76 ○ Funded by the Town Hall reserves.

77

78 Mr. Odit noted it will be pretty busy with paths and sidewalks, noting the following projects:

- 79 • Crossing improvements construction in the Riverside area;
- 80 • Design of the multimodal path from Pratt Road to Lee River Road;
- 81 • Install additional pedestrian beacons at crossings in Riverside and Jericho Center; and
- 82 • Scoping study looking at the feasibility of a multi-use path running from Griswold Street to Riverside.

83 He stated those are all funded with grants. Mr. Nulty asked whether grant funding for a path from Griswold to
84 Riverside is realistic. Mr. Odit discussed a phased approach, comparing the project to the path in Jericho Center.
85 He and the Selectboard members discussed the matter further.

86

87 Mr. Baribault asked about the increase in Bridges and Culverts to \$500,000 in FY18. Mr. Odit said it is due to the
88 fact that something will need to be done with the Raceway Road culvert, noting the total should be \$700,000.
89 Mr. Baribault clarified the Raceway Road project has been prioritized for next year. Mr. Odit agreed.

90

91 Mr. Baribault said a number of years ago Selectboard commissioned a study to connect Varney Road to Jericho
92 Center in an effort to make the Town more pedestrian friendly. He said the cost escalated when it came to
93 protecting the wetland buffer and providing a bridge that was hard enough for horse traffic. Mr. Nulty disagreed,
94 saying it was because of the wetlands. Mr. Baribault asked what we are waiting until. Mr. Nulty responded that
95 as a supporter he was very disappointed that the numbers grew significantly, but the project hasn't died. Ms.
96 McMains added the project has to be done in pieces. Mr. Odit said it was not deemed an eligible project for our
97 typical grant funding sources. He and the Selectboard members discussed the matter further. Mr. Odit noted
98 that it was included in the Bike/Pedestrian Plan, but it didn't rise to the level of a priority project. Mr. Nulty
99 suggested the project be revisited, discussing the impact.

100 Mr. Carroll stated when he moved to Jericho he utilized that road with various means of transportation and he
101 does not believe the Town has ever abandoned that road. Mr. Nulty agreed, saying it is still a Class IV road. Mr.
102 Carroll said he is also trying to determine why the river running along Barber Farm Road has been ripping
103 everything up, concluding it is due to a beaver dam. He discussed the damage caused by the hurricane. Mr.
104 Nulty said the matter has been revived. Mr. Carroll stated he would like to be alive when the road is reopened.
105

106 Mr. Champlin asked whether the bridge inspection that was recently commissioned had been completed. He
107 asked if the budget reflects the results and the bridges will not drive expenses up. Ms. McMains stated that most
108 of our bridges are in good shape. She said that is how the Raceway Road issue was identified. Mr. Champlin
109 clarified that the budget forecast will deal with those issues in the coming years. Mr. Odit said generally yes,
110 discussing areas of concern raised. He, Mr. Champlin, and the Selectboard members discussed the matter
111 further.
112

113 Mr. Howe asked about the potential timing of work on the Dickenson Street project. Mr. Odit stated it will
114 depend a lot on the price tag and the availability of outside funding. The Selectboard members discussed the
115 role of property development in the process. Mr. Odit said he should change the description of that line item
116 because it relates more to the street network in the Riverside area. He and the Selectboard members continued
117 to discuss the matter.
118

119 Ms. McMains closed the public hearing on the Capital Budget.
120

121 **5. Review and Adopt Town Plan.**

122 Ms. Sonnick referred to the memo dated December 18, 2015 summarizing the amendments the Selectboard
123 members made during the public hearing the night before. She also provided draft language for an
124 implementation task relating to composting as requested by Ms. Mercer. Ms. McMains asked whether that
125 requires a third public hearing. Ms. Sonnick responded that she does not consider it a change in the meaning of
126 the Plan. She stated the other document includes her response to comments received from Livy Strong, Jericho
127 Underhill Land Trust. She discussed the matter further with the Selectboard members.
128

129 The Selectboard members and Mr. Carroll discussed the ownership of land and paths along Barber Farm Road
130 and Route 117. Mr. Carroll talked about the condition requiring easements with approval of developments for
131 future paths, saying several opportunities have been missed. Mr. Odit stated the language is in the regulations
132 and we have secured some easements. Ms. Sonnick added that the Bike/Pedestrian Plan includes maps that
133 show these connections, which will assist the Development Review Board (DRB) going forward. The Selectboard
134 members, Ms. Sonnick, Mr. Odit, and Mr. Carroll discussed the matter further. Ms. McMains discussed some
135 additional edits with Ms. Sonnick.
136

137 Mr. Carroll said the Trails Committee is encountering a problem with the language related to wetlands, discussing
138 examples and the impact on trail work. Mr. Nulty suggested the Trails Committee propose some revised
139 language. Mr. Carroll agreed to bring it back to the committee, discussing the matter further with the
140 Selectboard members. Ms. McMains clarified the changes being made to the language affecting wetlands.
141

142 On a **motion** by Mr. Nulty, seconded by Ms. McMains, **the Selectboard adopted the Town Plan as amended.** The
143 motion passed 2-0.
144

145 The Selectboard members thanked Ms. Sonnick for her hard work.
146

147 **6. Review Draft Town Meeting Warning.**

148 Mr. Odit said everything on the warning is standard. He asked whether the Town should continue to hang onto
149 the parcel at the corner of Route 15 and Packard Road, which was acquired for the purpose of building a Town

150 Hall. He discussed how the property was acquired and some of the history. Mr. Nulty stated we should sell it.
151 Ms. McMains agreed, asking whether the Town could lease it out to encourage affordable or senior housing
152 which is a goal of the Town Plan. Mr. Odit and the Selectboard members discussed the matter further, including
153 the need for a vote at Town Meeting.
154

155 Mr. Champlin asked the Selectboard to consider for 2017 and future years to consider moving Town Meeting to a
156 Saturday or evening as other towns have done to encourage attendance. The Selectboard members responded
157 that it was held on Saturday for a couple of years and attendance was lower. Mr. Champlin suggested surveying
158 the community to see if the sentiment stands. He and the Selectboard members discussed the matter further,
159 including the possibility of a non-binding vote and the timing of the Saturday meetings held.
160

161 **7. Approve 2016 Certificate of Highway Mileage.**

162 Mr. Odit stated there were no changes this year.
163

164 On a **motion** by Mr. Nulty, seconded by Ms. McMains, **the Selectboard approved the Town's Certificate of**
165 **Highway Mileage for the year ending February 20, 2016, and filed the same with the Town Clerk and Vermont**
166 **Agency of Transportation.** The motion passed 2-0.
167

168 **8. Discussion Regarding Highway Loader.**

169 Mr. Odit said the Capital Budget includes the purchase of a loader in FY17. He said it is likely we will be coming
170 to you before then with a way to purchase one earlier and defer the payments until 2017. He discussed the
171 matter further with the Selectboard members.
172

173 **9. Accept Art Donation.**

174 Ms. McMains stated that one of the artists who participated in the "Red" show, Michael Smith, has offered to
175 donate his picture to the Town. She noted which piece of art is being offered. The Selectboard members and
176 Mr. Odit discussed the matter further.
177

178 On a **motion** by Mr. Nulty, seconded by Ms. McMains, **the Selectboard accepted the art donation as offered.**
179 The motion passed 2-0.
180

181 **10. Approve Minutes of 12/17/2015 and 12/22/2015.**

182 On a **motion** by Mr. Nulty, seconded by Ms. McMains, **the Selectboard approved minutes from 12/22/2015 as**
183 **amended.** The motion passed 2-0.
184

185 **11. Other Business.**

186 Mr. Clark asked whether there was a vote to accept the UJFD budget. Ms. McMains said that would happen
187 during the joint meeting with Underhill. Mr. Clark stated Underhill has already voted. Mr. Champlin clarified his
188 understanding of the process. The Selectboard members concurred, reiterating the need for the joint meeting.
189

190 **12. Approve Warrants of 12/10/2015, 12/14/2015, 12/23/2015, and 1/8/2016.**

191 The Selectboard members present signed the warrants.
192

193 On a **motion** by Mr. Nulty, seconded by Ms. McMains, **the Selectboard entered Executive Session to discuss**
194 **contract matters at 8:34 p.m.** The motion passed 2-0.
195

196 On a **motion** by Mr. Nulty, seconded by Ms. McMains, **the Selectboard exited Executive Session at 8:57 p.m.**
197 The motion passed 2-0.
198

199 On a **motion** by Mr. Nulty, seconded by Ms. McMains, **the Selectboard adjourned at 8:58 p.m.** The motion
200 passed 2-0.
201
202 Respectfully Submitted,
203 Amy Richardson

2
3 **Selectboard Meeting**
4 **January 21, 2016 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7 **Members present:** Catherine McMains (Chair), Kim Mercer, Tim Nulty

8
9 **Others present:** Todd Odit (Town Administrator), Tate Brannon, Louise Rosales, Judy Jones, Susan Bresee, Terry
10 Hook, Andy Dumas, Barry King

11
12 The public hearing was called to order by Ms. McMains at 7:00 p.m.

13
14 **1. Public Comment.**

15 Mr. Brannon stated he rides the CCTA (Chittenden County Transportation Authority) bus since it began. He
16 discussed the average numbers of riders, saying they stand out in all manner of weather. He asked when they
17 will get a shelter. Mr. Brannon said they understand a Park & Ride is a bit of a stretch, but a shelter seems like a
18 reasonable request. Ms. Mercer asked which bus stop he uses. Mr. Brannon responded the Jericho stop, near
19 the school. The Selectboard and Mr. Odit agreed they could ask CCTA about a shelter.

20
21 Ms. Mercer asked if the bus is on time. Mr. Brannon said they are great about being on time and he has no
22 complaints about it. Ms. McMains said we would like to see more in this area. Mr. Odit noted that CCTA
23 probably didn't want to do much during the three-year trial. Mr. Brannon agreed, adding that now we are in the
24 third year. He discussed ridership, noting the amount of riders who come from Jericho, saying more people
25 would use it if they didn't have to wait in the weather. He and the Selectboard members discussed the matter
26 further. Mr. Brannon added that in the future he would like to see routes on Saturday and discussed public
27 transportation further. Ms. Mercer thanked him for bringing this to their attention.

28
29 Ms. Rosales congratulated everyone who helped work on the Town Plan for getting it updated and approved.

30
31 Ms. McMains amended the agenda to include an interview of Louise Rosales for Town Service Officer.

32
33 **2. Underhill Jericho Park District Interview – Judie Jones.**

34 Ms. Jones discussed her interest in volunteering with the Park District and the work she has been involved in
35 previously. She and the Selectboard members discussed use of the Park by other towns and the lack of
36 reciprocity with some other parks in the area. The Selectboard members and Ms. Jones also discussed safety
37 concerns. The Selectboard thanked Ms. Jones for her interest and explained the appointment process.

38
39 **3. Planning Commission Interview – Susan Bresee.**

40 Ms. Bresee said she finished an unexpired term on the Planning Commission (PC) and is seeking re-appointment.
41 She discussed the work over the past year and the important role of the Town Planner. She discussed the
42 reasons she is interested in continuing on the committee and the work they plan to do in the coming year. Ms.
43 Mercer asked about the Commercial District. Ms. Bresee discussed how the PC plans to approach it, including
44 how they are intending to include public participation in the process. The Selectboard thanked Ms. Bresee for
45 her service and for her interest in continuing to serve.

46
47 **4. Mobbs Committee Interview – Terry Hook.**

48 Mr. Hook discussed the committee's work, saying the trails keep getting better and better. He and the
49 Selectboard members discussed the committee's efforts further. Mr. Hook noted that parking is still a concern

51 according to a survey they conducted and they remain unaware of the Browns Trace parking lot. He and the
52 Selectboard members discussed how to improve use of the parking lot. The Selectboard thanked Mr. Hook,
53 saying both candidates were highly recommended by the Chair of the committee.
54

55 **5. Mobbs Committee Interview – Andy Dumas.**

56 Mr. Dumas discussed who has served as Chair of the committee and who will be serving as Chair. He discussed
57 his interest in continuing to serve on the committee, noting what work needs to be done with the Selectboard
58 members. They also discussed how to educate users of the parking options and increase use of the parking lot.
59 Ms. Mercer suggested the committee have a table at Town Meeting to help get the word out, in addition to
60 social media efforts. The Selectboard thanked Mr. Dumas for his interest in continuing on the committee.
61

62 **6. Development Review Board Interview – Barry King.**

63 The Selectboard members thanked Mr. King for his interest in continuing on the Board, saying he runs an
64 effective meeting. Mr. King said the members of the Development Review Board (DRB) are very strong, noting
65 who the current members are on the Board. He said it concerns him that several of the controversial hearings
66 have gone to appeal, saying the members have been discussing how to improve the process. Mr. Nulty asked if
67 the document improvements have helped. Mr. King agreed that the updates have helped, stressing the
68 importance of more public input earlier in all of the processes. He and the Selectboard members discussed the
69 impact of the Form-based Code.
70

71 Ms. Bresee noted there will be a lag between when the Town Plan update is approved and the regulations are
72 revised to address the updates, which will take about six months. She said she worries about that gap. The
73 Selectboard members agreed, discussing improvements in the length of time. Mr. King said there is a need to
74 think hard about long-term infrastructure needs, discussing a couple of examples. The Selectboard thanked Mr.
75 King for his service and for his interest in continuing on the Board.
76

77 **7. Town Service Officer Interview – Louise Rosales.**

78 Ms. Rosales stated the 2-1-1 service has reduced the amount of calls to the Town Service Officer. She said the
79 goal that she has is to publicize it more, so that people know where to go if they have questions about services
80 available. The Selectboard members, Ms. Rosales, and Mr. Odit discussed avenues for publicity. The Selectboard
81 thanked Ms. Rosales for her interest in continuing to serve.
82

83 **8. Adopt Ordinance Regulating Overweight Vehicles on Town Highways.**

84 Ms. McMains stated this ordinance allows flexibility for the Administrator to determine the dates regarding mud
85 season posting. Mr. Odit clarified that the ordinance adopts weight limits on all of the Town highways and
86 establishes the process for getting an overweight permit. He stated it also establishes mud season, noting the
87 authority under State statutes and the rationale for adopting the ordinance. Ms. Mercer clarified this is an
88 existing ordinance. Mr. Odit disagreed, saying this is a new ordinance.
89

90 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard adopted the Vehicle Weight and Height**
91 **Restriction Ordinance as presented.** The motion passed 3-0.
92

93 **9. Adopt Fiscal Year 2017 (FY17) General Fund and Capital Budgets.**

94 Mr. Odit said the total budget, including the capital budget, is \$3,906,650. He said that is a \$13,000 decrease in
95 overall spending compared to last year. Ms. McMains noted there were some small changes from the work
96 session in January. Mr. Odit agreed the changes were incorporated.
97

98 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard adopted the FY17 General Fund and**
99 **Capital Budgets as agreed in an earlier meeting and as presented by the Town Administrator.** The motion
100 passed 3-0.

101 **10. Approve Warning for Town Meeting 2017.**

102 Mr. Odit said nothing has really changed since the Selectboard members last saw it. He suggested considering
103 pledging half of the proceeds of any sale under Article IV to the Open Space Fund for a greater benefit to more
104 residents. He suggested the other half be applied to revenues for the following fiscal year. Mr. Nulty and Ms.
105 McMains expressed concern about applying funds from a sale into revenue, causing dips and spikes. The
106 Selectboard members and Mr. Odit discussed other possibilities for the revenue. They also discussed the
107 rationale for selling the property and other potential uses for the property. Mr. Odit noted the article would
108 allow the Selectboard to sell it, but doesn't require a sale. The Selectboard members discussed the matter
109 further, including other voting options.

110

111 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard approved the Warning for Town Meeting**
112 **2017 as presented.** The motion passed 3-0.

113

114 **11. Approve Minutes of 12/17/2015 and 1/7/2016.**

115 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard approved minutes from 12/17/2015 as**
116 **amended.** The motion passed 2-0; Mr. Nulty abstained. On a **motion** by Mr. Nulty, seconded by Ms. McMains,
117 **the Selectboard approved minutes from 1/7/2016 as written.** The motion passed 2-0; Ms. Mercer abstained.

118

119 **12. Other Business.**

120 Ms. McMains stated the CCRPC (Chittenden County Regional Planning Commission) accepted Jericho's updated
121 Town Plan last night with a unanimous vote. She said people were excited about the amount of public
122 participation, asking how we achieved that. The Selectboard members discussed how the participation was
123 achieved. Ms. McMains said February 7th from 2-4 p.m. the artist reception will be held.

124

125 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard accepted the appointments of the people**
126 **who were interviewed this evening.** The motion passed 3-0.

127

128 Mr. Odit discussed other interviews that need to be held and positions that need to be posted with the
129 Selectboard members.

130

131 **13. Approve Warrants of 1/22/2016.**

132 The Selectboard members present signed the warrants.

133

134 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard adjourned at 8:19 p.m.** The motion
135 passed 3-0.

136

137 Respectfully Submitted,

138 Amy Richardson

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

7 **Members present:** Catherine McMains (Chair), Kim Mercer, Tim Nulty

8
9 **Others present:** Todd Odit (Town Administrator), Amy Richardson (Secretary), Christine Smith, Robin Bartlett,
10 Wayne Howe

11
12 The public hearing was called to order by Ms. McMains at 7:02 p.m.

13
14 **1. Public Comment.**

15 Mr. Bartlett asked about the suggestion he had made to take the bell down off the Town Hall. Ms. McMains said
16 we haven't decided anything, noting the fiscal year doesn't start until July. She discussed vandalism concerns.
17 Mr. Bartlett noted the towns of Williston and Benson had put the bells from their Town Halls out in front of their
18 buildings. He stated he is willing to get an estimate for the crane to remove it and he volunteered his time to
19 assist with the process. He suggested a gazebo with a pedestal, noting it could go where the snow blower is
20 located.

21
22 Mr. Nulty made a motion to adopt the suggestion. Ms. McMains stated the Selectboard cannot vote on it tonight
23 because it is not an agenda item. The Selectboard members agreed it was a good idea and asked Mr. Odit to add
24 it to the agenda for a future meeting. Mr. Odit noted there is money in the Capital Budget to look at the capital
25 improvements. Mr. Nulty asked Mr. Odit to investigate the cost. Mr. Bartlett and the Selectboard members
26 discussed the matter further.

27
28 **2. Mobbs Committee Interview – Christine Smith.**

29 Ms. McMains said the Chair of the committee has strongly recommended Ms. Smith. She asked Ms. Smith to
30 talk about her ideas for Mobbs and her involvement. Ms. Smith said she has served one term, which she
31 enjoyed. She discussed the work done by the committee during her term, saying there is more work that they
32 are looking forward to completing. Mr. Nulty discussed attendance. Ms. Smith stated she spoke with the
33 committee prior to seeking reappointment.

34
35 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard appointed Christine Smith to a second**
36 **term with the Mobbs Committee.** The motion passed 3-0.

37
38 **3. Approve Purchase of Caterpillar Wheel Loader.**

39 Mr. Odit said the Town's current loader is 13 years old, with over 8,000 hours on it. He said most municipalities
40 keep them for 5,000 hours. He discussed the work that has been done to the current equipment, noting that
41 quotes for a new loader were obtained at that time, including trade-in values. Mr. Odit discussed the quotes
42 received, with and without the work done. He also discussed the cost comparison, including the difference in
43 power. Mr. Nulty asked about the cost of a new loader. Mr. Odit discussed the cost, noting a warranty is
44 included. He said we were trying to stretch it out to the next fiscal year.

45
46 Mr. Nulty said it is not being used much this winter. Mr. Odit responded that with the 90-day warranty, they
47 would like to replace it before there is another problem. He stated they had arranged financing so that the first
48 payment is not due until July 1st. Mr. Nulty asked how many years the loader was used with that amount of
49 hours. Mr. Odit and the Selectboard discussed the matter further. Mr. Bartlett said you will have much better
50 luck with a CAT. Mr. Odit agreed, discussing the conversations held with the different companies. Mr. Nulty

51 asked whether there was a Komatsu dealer is around here. Mr. Odit stated he is not aware of one around here
52 with this equipment. He and Mr. Nulty discussed the matter further.

53

54 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard authorized the purchase of a 2016**
55 **Caterpillar 926M Wheel Loader from Milton CAT, for \$152,800 and to trade-in the current loader for \$49,900.**
56 The motion passed 3-0.

57

58 **4. Approve Financing for Loader.**

59 Mr. Odit discussed financing options, including the rates and the terms. He said the Capital Budget includes
60 payments of \$25,000 a year for five years; noting this is under budget, which is good. Mr. Nulty asked whether
61 the difference is the trade-in value. Mr. Odit agreed that it was the difference in the purchase amount.

62

63 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard accepted the Caterpillar financing quote of**
64 **five annual payments of \$21,568.38 and approved the Governmental Entity Resolution to Lease for the same.**
65 The motion passed 3-0.

66

67 Mr. Nulty asked about the price without financing. Mr. Odit responded, noting a difference of about \$5,000.

68

69 **5. Appoint Chittenden Solid Waste District (CSWD) Representative and Alternate.**

70 Mr. Odit stated that Mr. Lindholm clarified he doesn't intend to become the alternate until both terms are done
71 in July. Mr. Nulty said they work together very well; saying that Ms. Nulty is appreciative of how he has
72 mentored her.

73

74 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard appointed Leslie Nulty, as of July 1, 2016,**
75 **as the CSWD representative for the Town of Jericho and Bert Lindholm as the alternate representative for the**
76 **Town of Jericho for a two-year term.** The motion passed 3-0.

77

78 **6. Appoint Selectboard Member to the UJFD/Essex Rescue EMS Discussions.**

79 The Selectboard members and Mr. Odit discussed who should participate in the discussions, noting the reasons
80 that appointing a Selectboard member would be difficult at this time.

81

82 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard instructed Mr. Odit to attend the Underhill-**
83 **Jericho Fire Department/Essex Rescue Emergency Medical Services discussions on the Selectboard's behalf**
84 **and to report back, apologizing for their absence.** The motion passed 3-0.

85

86 **7. Approve Minutes of 1/21/2016.**

87 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard approved minutes from 1/21/2016 as**
88 **amended.** The motion passed 3-0.

89

90 **8. Other Business.**

91 Ms. Mercer stated the Recreation Committee had met and appointed officers. She said deciding where to start is
92 difficult with so many ideas. She said the meetings will be held on the third Wednesday of the month at 7 p.m.
93 at the Town Hall. Ms. Mercer discussed the length of meetings, noting they don't have an appointed staff
94 member. The Selectboard members and Mr. Odit discussed having a staff person as a liaison, agreeing that Mr.
95 Odit would assist the committee given his position and experience. Ms. Mercer and the Selectboard members
96 discussed the matter further.

97

98 Mr. Odit asked for a motion regarding the financing of the loader, noting that CAT Finance wants a copy of the
99 minutes evidencing approval.

100 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard adopted the Governmental Entity**
101 **Resolution to Lease resolution and authorized Todd Odit to sign the document.** The motion passed 3-0.

102
103 **9. Approve Warrants of 2/2/2016, and 2/5/2016.**

104 The Selectboard members present signed the warrants.

105
106 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard entered Executive Session to discuss**
107 **personnel at 7:35 p.m.** The motion passed 3-0.

108
109 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard exited Executive Session at 8:00 p.m.** The
110 motion passed 3-0.

111
112 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard adjourned at 8:00 p.m.** The motion
113 passed 3-0.

114
115 Respectfully Submitted,
116 Amy Richardson

2
3 **Selectboard Meeting**
4 **February 18, 2016 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7 **Members present:** Catherine McMains (Chair), Tim Nulty

8
9 **Others present:** Todd Odit (Town Administrator), Amy Richardson (Secretary), Wayne Howe

10
11 The public meeting was called to order by Ms. McMains at 7:14 p.m.

12
13 **1. Public Comment.**

14 There was none.

15
16 **2. Approve Commercial District Planning Consultant Contract.**

17 Mr. Odit stated the Town applied for and received a planning grant to hire a consultant to look at the Commercial
18 District. He discussed the Request for Proposal (RFP) process and responses received. He said the Planning
19 Commission (PC) decided on LandWorks, discussing their experience here and noting they are based out of
20 Middlebury. Mr. Odit said it will be about \$20,000, so the Town's share would be approximately \$2,700. He
21 noted that may go up a little bit, discussing the reasons.

22
23 Mr. Nulty asked if we have a reasonably well-defined terms of reference for these folks, a project description.
24 Mr. Odit said yes. Mr. Nulty discussed the importance of having a clear description of tasks to do when spending
25 money on consultants. Mr. Odit agreed, saying the grant application spells out the scope of work. Ms. McMains
26 stated this was a municipal planning grant. Mr. Nulty discussed the differences between an RFP and an RFQ
27 (request for quote). Mr. Odit read the RFQ, saying it is everything we have been talking about. The Selectboard
28 members and Mr. Odit discussed the matter further.

29
30 Mr. Odit suggested planning a joint meeting with the PC; attending the PC's meeting; or getting progress reports.
31 He said it makes sense to participate during the discussion phase of the project. He and the Selectboard
32 members discussed the potential meeting schedule, noting there are new members of the PC. Mr. Howe noted
33 there is also a new Town Planner. The Selectboard members said she is a great Town Planner, noting how well
34 she is working with the PC. Mr. Howe and the Selectboard discussed the importance of that working
35 relationship.

36
37 On a **motion** by Mr. Nulty, seconded by Ms. McMains, **the Selectboard approved LandWorks as the consultant**
38 **to work with the Planning Commission to amend the Commercial District Land Use Regulations.** The motion
39 passed 2-0.

40
41 **3. Various Appointments.**

42 Mr. Odit and the Selectboard discussed the appointments to be made. Ms. McMains asked to meet with the
43 candidates for the Conservation Commission and Trails Committee.

44
45 On a **motion** by Mr. Nulty, seconded by Ms. McMains, **the Selectboard appointed Don Toby as Tree Warden.** The
46 motion passed 2-0.

47
48 On a **motion** by Mr. Nulty, seconded by Ms. McMains, **the Selectboard appointed Ed Stygles as Animal Control**
49 **Officer.** The motion passed 2-0.

51 **4. Approve Minutes of 2/4/2016.**

52 On a **motion** by Mr. Nulty, seconded by Ms. McMains, **the Selectboard approved minutes from 2/4/2016 as**
53 **amended.** The motion passed 2-0.

54

55 **5. Other Business.**

56 The Selectboard members discussed meetings and Chair rotation with Mr. Howe. Ms. McMains stated that there
57 will be a consultant presentation at the meeting on the first Thursday in March. The Selectboard members
58 discussed scheduling and the Chair rotation schedule. They also discussed the rationale for implementation the
59 Chair rotation.

60

61 Ms. McMains stated the Regional Planning Commission (RPC) met last night. She said they discussed the
62 updates to the ECOS (Environment. Community. Opportunity. Sustainability.) Project, noting there was a lot of
63 discussion about affordable housing in Chittenden County. Mr. Nulty asked if there had been any feedback about
64 the article to sell the land. Mr. Odit said no.

65

66 Ms. McMains suggested meeting to discuss the presentations for Town Meeting. The Selectboard members and
67 Mr. Odit discussed scheduling and agreed to a work session on February 29th at 11 a.m. They also discussed who
68 would present the article relating to the land and potential uses future uses for the land, noting what would not
69 be allowed under the current regulations. Mr. Howe said the rationale for the article was that the land is not
70 generating tax income and that wouldn't hold true if it was sold to a housing trust. Mr. Odit clarified that
71 housing trusts would pay taxes. The Selectboard members discussed the matter further with Mr. Odit and Mr.
72 Howe.

73

74 Ms. McMains said we need to see how we can protect people from the weather at the bus stop near the school.
75 Mr. Odit stated that he asked Chittenden County Transportation Authority and they said we could discuss it in the
76 spring.

77

78 **6. Approve Warrants of 2/19/2016.**

79 The Selectboard members present signed the warrants.

80

81 On a **motion** by Mr. Nulty, seconded by Ms. McMains, **the Selectboard adjourned at 7:45 p.m.** The motion
82 passed 2-0.

83

84 Respectfully Submitted,

85 Amy Richardson

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

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

8
9 **Others present:** Todd Odit (Town Administrator), Michelle Patrick (Zoning Administrator), Stuart Alexander, Tim
10 Clark, Mathew Champlin, Dan Manz, Jim Adams, Robin Bartlett, Frank Fisler, Chris Corbin, Loni Morse, Brian
11 Swisher, Jim Carroll, Susan Bresee, John Abbott, Peter Mutolo, Duane Norway

12
13 The public meeting was called to order by Ms. McMains at 7:03 p.m.

14
15 **1. Public Comment.**

16 There was none.

17
18 **2. Lee River Road to Jericho Corners Pedestrian Access Scoping Study Presentation.**

19 Mr. Odit introduced Beth Isler from Tool Design. Ms. Isler said tonight she would present the alternative selected
20 by the Jericho Trails Committee, noting what a great job the committee did. She discussed the following:

- 21 • Purpose of the study.
22 • A map of the study area.
23 • Grant funding for the project.
24 • Scoping study approach, including public input.
25 • Next steps, document the process and the findings.
26 • Existing connections for walking and biking.
27 • Use of the Bicycle/Pedestrian Plan.
28 • Lee River Road identified as a significant bicycling corridor in Chittenden County.
29 • Known issues and constraints.

30
31 Ms. Isler stated there are four alternatives and three intersection alternatives. She said core elements were
32 included in all four alternatives. She discussed the core elements and the alternatives, noting that Alternative 4
33 was selected as the preferred by the Trails Committee and discussing the rationale for choosing that alternative.
34 Ms. Isler said after tonight they will submit the draft summary report to the Trails Committee, the Chittenden
35 County Regional Planning Commission, and vTrans; then they will finalize the report and the study will be
36 complete. She asked if there were any questions or comments.

37
38 Mr. Howe asked for a specific description of the alterations to the gas station curbing under Alternative 4 and
39 whether that might impact the usable area for those getting gas. Ms. Isler responded that she doesn't think it
40 would negatively impact people getting gas there, discussing how it would work, including an example. Ms.
41 McMains stated Alternative 4 makes sense, in that we don't want to impact other plans that are in process. The
42 Selectboard members and Ms. Isler discussed the matter further.

43
44 Mr. Odit commented that the estimated overall cost of Alternative 4 isn't really terrible. He compared it to the
45 segments of the Mt. Mansfield Multi-modal Path and the grant funding obtained. Mr. Howe asked if the owner
46 of the gas station had an opportunity to comment or express concerns. Ms. Isler said they have not spoken with
47 the owner yet, but the proposal is within the right of way and should not constrain anything. Mr. Odit noted it is
48 not unusual for things to change by the time it goes to construction, discussing an example. The Selectboard
49 members and Mr. Odit discussed the matter further.

50 Mr. Nulty asked what the probability is that the off-road portion would cause problems for us. Ms. Isler said they
51 were hoping that the right of way relating to the railway were still in effect. The Selectboard members discussed
52 the possible rights of ways in effect and the importance of the connection from Lafayette Drive. Ms. Isler stated
53 this also would qualify as part of the Safe Routes to School. Mr. Bartlett stated the store owner should have an
54 opportunity to discuss the matter. The Selectboard members and Ms. Isler said the owner will have input, noting
55 the other steps in the process and that this is a scoping study presenting options.

56
57 Ms. Patrick said during public comment, the hill section was an area where most concern was expressed. She
58 discussed the constraints in the area. Ms. Bresee asked if there is a way to connect the off-road path that goes
59 behind Matt's Meadows and Twin Meadows, saying it would be a way to avoid the hill. Mr. Howe said if people
60 can use the Class 3 roads for foot traffic and bicycling there are existing ways to connect the neighborhoods. Mr.
61 Nulty suggested signage might be useful. Ms. Isler agreed, saying she would include that in the final report. Mr.
62 Abbott suggested holding a "creemee crawl" as an economic driver. The Selectboard members discussed biking
63 activity in the area.

64
65 On a **motion** by Mr. Nulty, seconded by Mr. Howe, **the Selectboard concurred with the Trails Committee's**
66 **recommendation that Alternative 4 is the preferred alternative.** The motion passed 3-0.

67
68 The Selectboard members thanked the Trails Committee and Ms. Patrick for their efforts.

69
70 **3. Trails Committee Interview – Jim Carroll.**

71 Mr. Carroll commented on the scoping study that he would like to see a standard process requiring irrevocable
72 offers of dedication in any new developments. He discussed the reasoning. The Selectboard members and Mr.
73 Carroll discussed the efforts through the Development Review Board (DRB) process to gain easements. Mr.
74 Carroll then discussed his interest in continuing to serve on the Trails Committee with the Selectboard. The
75 Selectboard thanked Mr. Carroll for his service.

76
77 **4. Conservation Commission Interview – Brian Swisher.**

78 Ms. McMains thanked Mr. Swisher for coming in to speak with the Selectboard, noting the letter of support from
79 the Chair Tom Baribault. Mr. Swisher discussed his interest in continuing to serve on the Conservation
80 Commission with the Selectboard members. The Selectboard thanked Mr. Swisher for his service.

81
82 **5. Emergency Medical Services (EMS) Discussion with Underhill-Jericho Fire Department (UJFD).**

83 Mr. Champlin discussed the history, noting the following:

- 84
- 85 • Increased paperwork and responsibilities following September 11th.
 - 86 • Approximately eight years ago hired the Fire Department's first full-time employee.
 - 87 • Partnership with Essex Rescue to provide EMS.
 - 88 • Hired a second employee shared between UJFD and Essex Rescue.

89 Mr. Champlin said the plans with the shared employee didn't come to fruition as it was originally intended. He
90 said UJFD and Essex Rescue have been discussing the matter since the middle of last year to see how to move
91 forward with regards to UJFD's part in providing EMS with Essex Rescue. Mr. Manz discussed the matter further,
92 noting the following:

- 93
- 94 • For the fiscal year ending June 30, 2015:
 - 95 ○ 416 calls in Jericho and Underhill, with about 243 in Jericho.
 - 96 ○ 99 calls the ambulance stationed in UJFD responded to, with 49 in Underhill or Jericho.
 - 97 ○ Essex Rescue as a whole responded to about 2,038 calls.
 - 98 • Reasons for the level of call volume for the ambulance stationed at UJFD.
 - 99 • Equipment placement and staffing.
 - Essex Rescue coverage area.

100
101 Mr. Manz stated they think it is time that they need to stop staffing the ambulance out of the Underhill station
102 and pull the personnel resource back to Essex. He said the question then is what does that leave Underhill with
103 for coverage, noting the possibilities discussed with UJFD and the impact of EMS coverage. He said the net
104 impact from a cost perspective is neutral because it is really an operational deployment issue.
105
106 Mr. Nulty asked about the impact on response times, particularly in Underhill which is further from the Essex
107 Rescue station. Mr. Manz said it will probably increase the arrival time for an ambulance on the scene in those
108 situations when it would have initiated from the UJFD station, discussing examples and the important role of first
109 responders at the scene. Ms. McMains asked for information about average response time and how the changes
110 will impact the Fire Department. Mr. Odit clarified the priority when making the changes involving UJFD was to
111 improve response time, saying it seems that goal was not achieved. He and the Selectboard members discussed
112 the matter further, noting there has not been a material change in response time.
113
114 Ms. McMains asked for data to compare the response times prior to stationing the ambulance and people at
115 UJFD. Mr. Nulty asked for clarification about what is being proposed. Mr. Manz responded that the physical
116 ambulance would remain stationed at UJFD, but would be deployed differently, discussing examples. He said
117 what would change is that Essex Rescue would not be sending a career paramedic to the UJFD station five days a
118 week. He and the Selectboard members discussed the proposed changes further. President of Essex Rescue,
119 also a Jericho resident, discussed the intent of the original proposal and the impact of the proposed change.
120
121 Ms. McMains clarified she was not asking about ambulance response time, noting the importance of being able
122 to respond to questions from the residents. She asked about the impact in response time in the future with the
123 proposal. Mr. Champlin said the difference is the availability of the resource, saying there are less first
124 responders in Underhill and Jericho today than there used to be. He discussed the availability of daytime
125 personnel resources, noting an example. He stated the proposal would change Harry and Sean to a 12-hour, five
126 days a week coverage, saying the hours have not been defined yet.
127
128 Mr. Champlin said there is a cost involved. He compared the cost of \$22,000 for coverage of the entire Town to
129 the cost of \$14,000 for Chittenden County Transit Authority (CCTA) for nine riders. Ms. McMains stressed the
130 importance of being able to respond to questions. Mr. Champlin said he understands, saying the first response
131 has changed and is unpredictable. Mr. Adams stated he is the Treasurer of Essex Rescue, discussing the costs
132 involved in staffing a paramedic at UJFD and the fact that Essex Rescue is losing money.
133
134 Mr. Nulty clarified the original question was whether the Town wanted to spend money to improve coverage and
135 the answer was yes. He said the original proposal was intended to address that, but did not. He stated we are
136 not experts in the area, saying he doesn't see a problem. Mr. Howe clarified the level of service from the user's
137 point of view is intended to remain the same, but who is showing up will be different in about the same amount
138 of time. Mr. Champlin responded that we are enhancing the coverage due to the 12-hour shifts proposed. Mr.
139 Odit said we have gone from paying two agencies for EMS service to three, adding UJFD.
140
141 Mr. Manz agreed with Mr. Nulty's description, saying we will likely need to revisit the question again in several
142 years because things continually change and we need to be able to respond to those changes. Ms. McMains
143 added that we need to be able to answer the questions. Mr. Manz agreed to gather the data. The Selectboard
144 members and those present discussed the matter further. Mr. Nulty asked about the impact of the decline of
145 first responders. Mr. Manz said there are a number of smaller ambulance services that are more reliant on
146 career staff, which increases the costs involved. He noted a number of examples, comparing the per capita costs.
147

148 Mr. Champlin responded to Ms. McMains question about the employees, saying the second employee gives the
149 communities here about 75% of their time, instead of 50% of their time, noting examples of how their time is
150 being spent. He said if that employee went away, UJFD would have to change how their organization is being
151 run, noting examples of work that would need to return to the volunteers to meet regulatory requirements. He
152 discussed the value in having someone on hand to deal with equipment maintenance on a regular basis. Mr.
153 Champlin discussed the benefits to EMS service also, including examples.

154
155 Mr. Adams compared the coverage area to others across the State. Mr. Manz said the presentation was
156 informational. Mr. Nulty agreed, clarifying the points made and that it is an internal decision to be made. Ms.
157 McMains and Mr. Howe noted the Selectboard is accountable to the residents and need to understand the
158 proposal. Mr. Champlin said they think this is the right change to make, noting other operational changes that
159 are made without consultation with the Town. The Selectboard members and those present discussed the
160 matter further.

161
162 Mr. Adams expressed concern about questions being raised and the continuing discussion of the second position.
163 He stated the position is valuable to UJFD and to EMS service and he would like those types of conversations to
164 stop. Ms. McMains clarified that the questions were more about the services than the position itself. Mr.
165 Champlin discussed the value of both employees and the association with Essex and Richmond Rescues, noting
166 the money that is being saved with licensing and all that is involved in that. The Selectboard members discussed
167 the matter further.

168
169 Mr. Corbin asked what reporting Essex Rescue provides to the Town of Jericho regarding their activities. Mr.
170 Nulty responded that once a year we get a budget presentation and an occasional presentation about their
171 activities. Ms. McMains added that Essex Rescue provides information about the calls, saying we have not been
172 provided a budget in a few years. Mr. Corbin expressed concern about their ability, or lack thereof, in the future
173 of putting those first responders on the incident before the ambulance. He said he would like hard numbers to
174 see what percentage of the time that is the case, saying that will set the foundation of where the Town needs to
175 go in the future. The Selectboard members agreed, saying that is why they requested the data.

176
177 Those present discussed the matter further, including volunteer levels. Mr. Champlin said the timing on this is
178 undetermined at this time. Mr. Nulty clarified this is an operational change, but should not affect cost, coverage,
179 and quality. The Selectboard members thanked everyone for the presentation and the ability to understand
180 what is being proposed.

181
182 **6. Discuss Highway Assistance to Emergency Responders.**

183 Mr. Champlin said there is a concern on their part that they are on a private road or driveway and request
184 assistance from the Town Highway Department and are told no. Ms. McMains said the problem is the insurance
185 coverage. Mr. Champlin responded that as soon as they make the phone call, the Town is covered under their
186 policy automatically. He discussed how their insurance coverage is extended when seeking assistance of others.
187 Ms. McMains explained the direction received, saying that is the reason a policy is needed. Mr. Nulty disagreed,
188 saying he would like clarification from the Town's attorney confirming the transference of UJFD insurance
189 coverage in an emergency situation.

190
191 Mr. Champlin said he could obtain a letter from UJFD's insurance carrier for the Town. Mr. Nulty said he doesn't
192 disagree with the employee's actions, but he does disagree with the policy. The Selectboard members discussed
193 the matter further. Duane Norway asked whether a single Selectboard member changed Town policy. Mr. Nulty
194 explained the circumstance that arose and how he responded. Mr. Clark suggested that maybe we look to other
195 towns for possible solutions, saying all of the surrounding towns' road departments work with the emergency
196 services. He discussed examples. Those present discussed the matter further, including other examples.

197

198 **7. Other Business.**

199 The Selectboard members discussed scheduling for the next meeting, agreeing to meet on March 16th.

200

201 On a **motion** by Mr. Howe, seconded by Mr. Nulty, **the Selectboard appointed Jim Carroll to the Trails**
202 **Committee.** The motion passed 3-0.

203

204 On a **motion** by Mr. Howe, seconded by Mr. Nulty, **the Selectboard appointed Brian Swisher to the Conservation**
205 **Commission.** The motion passed 3-0.

206

207 **8. Approve Minutes of ~~2/18/2016~~.**

208 On a **motion** by Ms. McMains, seconded by Mr. Nulty, **the Selectboard approved minutes from ~~2/18/2016~~ as**
209 **amended.** The motion passed 3-0.

210

211 **9. Approve Warrants of ~~3/4/2016~~.**

212 The Selectboard members present signed the warrants.

213

214 On a **motion** by Mr. Nulty, seconded by Mr. Howe, **the Selectboard adjourned at 9:25 p.m.** The motion passed
215 3-0.

216

217 Respectfully Submitted,

218 Amy Richardson

2
3 **Selectboard Meeting**
4 **March 16, 2016 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

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

8
9 **Others present:** Todd Odit (Town Administrator), Amy Richardson (Secretary), Bruce Jacobs, Tate Brennan, Will
10 Wright, Mathew Champlin, Dwayne Norway, Bonnie Destakasi,

11
12 The public meeting was called to order by Ms. McMains at 7:00 p.m. The Selectboard members discussed the
13 meeting schedule.

14
15 **1. Public Comment.**

16 There was none.

17
18 **2. Development Review Board Interview – Bruce Jacobs.**

19 Mr. Jacobs discussed his history in Jericho and his interest in serving on the Development Review Board (DRB)
20 with the Selectboard members. He also responded to various questions from the Selectboard members. The
21 Selectboard members made Mr. Jacobs aware of various resources to assist with the learning the role of serving
22 as a DRB member. They also discussed the Character-based Code and its impact on development. The
23 Selectboard thanked Mr. Jacobs for his interest.

24
25 **3. Recreation Committee Interview – Tate Brennan.**

26 Mr. Brennan discussed his background, including where he has lived and worked through the years. He also
27 discussed his interest in serving on the Recreation Committee with the Selectboard members, responding to
28 questions from the members. The Selectboard thanked Mr. Brennan for his interest.

29
30 **4. Recreation Committee Interview – Will Wright.**

31 Mr. Wright discussed his background, including his work experience and where he has lived through the years.
32 He also discussed his interest in serving on the Recreation Committee with the Selectboard members,
33 responding to questions from the members. The Selectboard thanked Mr. Wright for his interest.

34
35 **5. Recreation Committee Appointments – Aimee Randall and Kim Cleary.**

36 Ms. McMains said Ms. Randall and Ms. Cleary were appointed to the committee previously and are due for re-
37 appointment.

38
39 **6. Discuss Highway Assistance to Emergency Responders.**

40 Mr. Nulty asked if we received anything from Essex Rescue. Mr. Odit responded nothing, other than the e-mail.
41 The Selectboard members discussed efforts to obtain information from the Vermont State Police. Mr. Nulty
42 expressed concern about not responding to public safety requests because of insurance, saying one way or
43 another we would be covered. Ms. McMains referred to the e-mail received from the person who manages the
44 account. Mr. Nulty discussed the responsibility to support the welfare of the community, asking why helping the
45 Fire Department is not a part of that. He discussed an example and his concerns further.

46
47 Ms. McMains stated the form sent out says liability is excluded for those covered under Worker's Compensation
48 insurance. Mr. Odit said he thinks it depends, referring to the bottom of page 17. He discussed an example
49 involving the Fire Department and the Town. Mr. Nulty read from the language in the insurance policy, saying

51 the road crew and any other Town employee is authorized to respond to someone acting in a professional
52 capacity, discussing an example. He stated we want to authorize people to do what they can in their best
53 judgement, but it is never an absolute obligation. Ms. McMains agreed we should have some policy and
54 employees need to have the flexibility to decide whether it is safe or not. She stated the Fire Department ought
55 to have multiple plans in place, including a contractor on call to assist in the event the Town employees are not
56 available. She discussed an example.

57
58 Mr. Nulty said no one is saying the employees must do something or that the Fire Department should not have
59 other plans in place. Ms. McMains stated we need a very tight Town policy and the Fire Department should not
60 just rely on the Town. She noted there is a State statute prohibiting spending public funds to confer a private
61 benefit to an individual on a private road. Mr. Nulty said he doesn't believe it is the intent of that law that you
62 refuse assistance, noting we do pay for emergency services to assist on private property. Mr. Odit stated it is
63 important to note that an authorization is not an expectation that someone will be available for every call to the
64 Town. The Selectboard members discussed the matter further.

65
66 Mr. Howe asked for clarification about what elements would need to be in a policy that Mr. Odit will try to draft.
67 Mr. Nulty said we want to make sure we are not exposed to an unexpected million dollar liability. He said
68 including language that properly deputizes to cover the situations we are talking about. He emphasized the
69 importance of ensuring it is clear that we are not responding to everyone; only to certified professional public
70 safety officer calling in their professional capacity. Ms. McMains added that our people get to decide if it is safe
71 or not safe. She noted we are both trying to limit liability from different approaches.

72
73 Mr. Champlin stated every person on the Fire Department has every right and ability to say, even when given a
74 direct order, it is not safe and I am not going; if the Town Road Crew said it is not safe and they are not going,
75 that is fine. He said we put our lives on the line, we take risks we are trained to deal with; if the risks are too
76 high, we do not go. He discussed an example. Mr. Howe said you may have a better sense of the metrics to
77 make that decision than someone not in that capacity. Mr. Champlin discussed the matter further with the
78 Selectboard members.

79
80 Mr. Champlin asked about the State statute, saying if a municipal fire department with public funding goes to
81 private roads and private houses all the time. He said it is interesting there is something on the books like that.
82 Mr. Nulty stated if it is legal for a municipal fire department to do, then it is legal for an authorized private
83 contracted fire department to do. Mr. Champlin added the police are publicly funded and respond to private
84 property. The Selectboard members discussed the matter further.

85
86 On a **motion** by Mr. Nulty, seconded by Mr. Howe, **the Selectboard asked Mr. Odit to draft a policy to replace**
87 **the one that is in place to include the following: authorize; public safety officer acting in his/her professional**
88 **capacity; and the flexibility to say no if they are unable or it is unsafe to respond.** The motion passed 3-0.

89
90 Ms. McMains noted that whether a Town employee goes or the Fire Department has a contractor to respond, it
91 is still taxpayer's dollars; it is just where it is seen in the budget. She said it is not a bad idea to think about
92 something like that in the future.

93
94 **7. Raceway Culvert Engineering.**

95 Mr. Odit said the culvert on Raceway Road is closed and will need a replacement. He said in 2010 there was a
96 presentation about replacing that culvert, but it looked at providing better passage for fish. Ms. McMains asked
97 what kind of fish are impacted in that creek. Mr. Odit said he doesn't remember. He said he contacted the State
98 because there is a Town Highway Bridge Program. He compared the Town Highway Bridge Program and the
99 Town Highway Structures Program. Mr. Odit said we have the opportunity to apply for a grant and the cost of

100 the engineering is under \$13,000. He recommended using the money in the bridge budget for the engineering.
101 He and the Selectboard members discussed the matter further.

102
103 On a **motion** by Mr. Nulty, seconded by Mr. Howe, **the Selectboard accepted the proposal from Bear Creek**
104 **Engineering for design and construction inspection services for a replacement structure at an estimated cost of**
105 **\$12,600.** The motion passed 3-0.

106
107 **8. Review Highway GPS Software Quote.**

108 Mr. Odit said we discussed this when we upgraded the radios, saying in order to have GPS tracking we needed to
109 be fully digital and we had some issues with the repeater. He discussed the quote to provide real-time tracking
110 of all of the highway vehicles, noting the benefits and the costs. He said we already have the antennas and the
111 cost for the software includes up to 25 vehicles, which is more than enough. Mr. Howe asked if it is a
112 subscription. Mr. Odit said no, it is a one-time expense. Mr. Nulty asked if the vendor provides maintenance and
113 service. Mr. Odit said yes. Ms. McMains asked about the stuff with iPads and cell phones. Mr. Odit responded
114 there are a lot of other features, discussing some of the options. He and the Selectboard members discussed the
115 matter further.

116
117 Mr. Champlin asked about the cost. Ms. McMains responded it is \$8,576. Mr. Champlin suggested the Town
118 consider using dash cameras; they don't give a real-time report, but have all of the information. He said the cost
119 is \$75 to \$100 each. He and the Selectboard members discussed the possibility, including the features and
120 benefits of dash cameras. Mr. Norway asked if they are running computerized sanders or salters. Mr. Odit said
121 no, but that is one of the options. He discussed other options. Mr. Nulty discussed similar technology used in
122 farming. Mr. Champlin stated there is a different value to having the video, noting an example.

123
124 On a **motion** by Mr. Nulty, seconded by Mr. Howe, **the Selectboard approved purchasing the highway GPS**
125 **software and looking into the utility and value of dash cameras.** The motion passed 3-0.

126
127 **9. Open Studio Request.**

128 On a **motion** by Mr. Howe, seconded by Mr. Nulty, **the Selectboard approved the Open Studio request to display**
129 **on the Jericho Center Green.** The motion passed 3-0.

130
131 **10. Pedestrian Bridge Plein Air Request.**

132 Ms. McMains said we have received a request to paint on the pedestrian bridge during Plein Air. Mr. Nulty said
133 someone was painting there the other day. Ms. McMains stated the festival committee has its own release for
134 liability, expressing concerns about safety since it is the first year the bridge is back open and the number of
135 people on the bridge. The Selectboard members discussed the request, including the safety concerns.

136
137 On a **motion** by Mr. Nulty, seconded by Mr. Howe, **the Selectboard agreed to send a letter not authorizing the**
138 **use of the pedestrian bridge during the Plein Air Festival.** The motion passed 3-0.

139
140 **11. Annual Appointment of Listers.**

141 On a **motion** by Mr. Nulty, seconded by Mr. Howe, **the Selectboard appointed Sandra Costes as the**
142 **Assessor/Lister; Andrew Levi as a Lister; and Lori Dykema as a Lister; all for a one-year terms.** The motion
143 passed 3-0.

144
145 **12. Rutland Public Service Board Resolution.**

146 Mr. Odit said someone sent it and asked him to provide it to the Selectboard. Mr. Nulty stated he is disinclined to
147 sign on without a lot more consideration because there is a tremendous amount of politics involved in this. Mr.
148 Howe and Ms. McMains agreed. The Selectboard members and Mr. Odit discussed the matter further.

149

150 **13. Election Results.**

151 The Selectboard members and Mr. Odit discussed the election results briefly. Ms. McMains suggested scheduling
152 a discussion at a future meeting about the auditor positions since one has gone unfilled for a full cycle. Mr. Odit
153 agreed, saying there are a few things that may warrant taking another look at the Town Charter. Mr. Nulty and
154 Ms. McMains agreed. Mr. Nulty discussed some history of the auditor role. The Selectboard members and Mr.
155 Odit discussed the matter further, agreeing to discuss possible changes to the Town Charter at a later meeting.

156
157 On a **motion** by Mr. Nulty, seconded by Mr. Howe, **the Selectboard entered Executive Session to discuss matters**
158 **of personnel at 8:09 p.m.** The motion passed 3-0.

159
160 On a **motion** by Mr. Nulty, seconded by Mr. Howe, **the Selectboard exited Executive Session at 8:14 p.m.** The
161 motion passed 3-0.

162
163 Mr. Nulty left the meeting at 8:15 p.m.

164
165 **14. Approve 1st and 2nd Class Liquor Licenses.**

166 Mr. Odit said the 1st and 2nd class liquor licenses are due for approval.

167
168 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard approved the First Class Liquor License**
169 **and Outdoor Consumption Permit for Griffin Riders LLC dba Jericho Café & Tavern; and Second Class Liquor**
170 **Licenses for Jericho Country Store, Inc.; Jolley Associates dba Jericho Jolley #303; Melvin Mitchell dba Jericho**
171 **General Store; and Chittenden Mills LLC.** The motion passed 2-0.

172
173 **15. Mobbs Survey (Information).**

174 Mr. Odit said he provided the Mobbs survey information in the packet. The Selectboard members and Mr. Odit
175 discussed the survey information and the parking situation.

176
177 **16. Approve Minutes of 3/1/2016 and 3/3/2016.**

178 The Selectboard tabled approval of the minutes of 3/1/2016. On a **motion** by Mr. Howe, seconded by Ms.
179 McMains, **the Selectboard approved minutes from 3/3/2016 as amended.** The motion passed 2-0.

180
181 **17. Other Business.**

182 Ms. McMains asked whether we need to discuss extra speed tables given all of the discussion on Front Porch
183 Forum about Skunk Hollow Road. Mr. Odit said the community is having a conversation amongst itself. Ms.
184 McMains discussed the rationale for the number of speed tables that were built. Mr. Howe suggested that the
185 first and third be redesigned because people slow down for the middle speed table. Ms. McMains and Mr. Odit
186 discussed the original design from the engineer and the rationale for reducing the number. Mr. Odit said based
187 on the speed counts he has received, the speed hasn't increased a lot, but the counts have increased. He noted
188 the only place speeds have increased significantly was northbound on the hill before the first speed table; all the
189 other parts on average increased two or three miles per hour since it was paved. He and the Selectboard
190 members discussed the matter further, including the reasons for the increased volume and the striping.

191
192 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard appointed Bruce Jacobs to the DRB for a**
193 **three-year term expiring in March 2019.** The motion passed 2-0.

194
195 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard appointed Kim Cleary and Aimee**
196 **Randall to the Recreation Committee, each for a three-year term expiring in March 2019.** The motion passed
197 2-0.

198

199 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard appointed Tate Brennan to the**
200 **Recreation Committee for a two-year term expiring in March 2018.** The motion passed 2-0.
201
202 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard appointed Will Wright to the Recreation**
203 **Committee for a one-year term expiring in March 2017.** The motion passed 2-0.
204
205 Ms. McMains asked if the Planning Commission and the DRB still have vacancies. Mr. Odit discussed the
206 remaining vacancies and appointments, including recruiting efforts.
207
208 **18. Approve Warrants of 3/18/2016.**
209 The Selectboard members present signed the warrants.
210
211 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard adjourned at 8:33 p.m.** The motion
212 passed 2-0.
213
214 Respectfully Submitted,
215 Amy Richardson

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

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

8
9 **Others present:** Todd Odit (Town Administrator), Amy Richardson (Secretary), Stuart Alexander

10
11 The public meeting was called to order by Ms. McMains at 7:02 p.m.

12
13 **1. Public Comment.**

14 There was none.

15
16 **2. Approve Stormwater Master Planning Grant.**

17 Mr. Odit stated he received notice from the Chittenden County Regional Planning Commission (CCRPC) that
18 Jericho is considered a high priority town for the development of a Stormwater Master Plan and that there is a
19 grant available. Ms. McMains asked why Jericho is a high priority. Mr. Odit explained the reasons and the
20 estimated cost to the Town. Ms. McMains said this plan would complement the plan we had on protecting the
21 buffer zones of the Browns River. Mr. Odit added that it will also aid the work we did this summer and will
22 become part of the stormwater permit for municipal roads going forward. He and the Selectboard members
23 discussed the matter further.

24
25 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard approved submitting a letter of support**
26 **and committed to matching funds of \$5,000 for the Ecosystem Restoration Grant to fund the development of a**
27 **town-wide Stormwater Master Plan.** The motion passed 2-0.

28
29 **3. Adopt Local Emergency Operations Plan (LEOP).**

30 Mr. Odit discussed the Local Emergency Operations Plan and the need to adopt every year. The Plan summarizes
31 important contacts for emergency and known problem areas, vulnerable populations, as well as how it would be
32 used. Mr. Howe said it looks like the three shelters are all Red Cross approved, but Jericho Elementary School
33 doesn't have the generator. Mr. Odit agreed, saying the Plan was sent to Fire Department to verify all of the
34 information was still correct. He stated he has taken the training to be able to sign the document.

35
36 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard adopted the Local Emergency**
37 **Operations Plan as presented.** The motion passed 2-0.

38
39 **4. Review Castle Cemetery Entrance Plan.**

40 Mr. Odit stated the Cemetery Commission has been working with the Good Shepard Church to try to determine
41 how to improve access to the Castle Cemetery. He said at the same time, the Church is also looking to improve
42 their access and parking. He explained the concept proposal, saying at this point they are looking for general
43 agreement with the concept, so that it can be forwarded to VTrans for comment since the relocated driveway
44 will need VTrans approval. Mr. Odit said at this point we can't commit 100% because we don't know the cost or
45 how much the Cemetery will ask for.

46
47 Ms. McMains clarified the Town's commitment is to get access to the Cemetery. Mr. Odit discussed the reasons
48 why the proposal is being presented, saying he doesn't see why we can't agree to explore the option with
49 VTrans. Mr. Howe clarified there would be no net addition of curb cuts. Mr. Odit agreed. The Selectboard
50 members and Mr. Odit discussed the matter further.

52 Ms. McMains asked Mr. Alexander for his input. Mr. Alexander said he favors a different plan that he thinks
53 should be investigated further. He discussed his concerns with this proposal. He and the Selectboard members
54 discussed the proposed plan and possible alternatives. Mr. Odit noted recent efforts to reduce the number of
55 curb cuts on Route 15 to maintain the scenic views. He said at this point all they are really looking for is whether
56 or not the Selectboard is not vehemently against moving the curb cut as proposed. He discussed possible ways
57 to proceed.

58
59 Mr. Alexander said he thought the Commission was committed to pay for half of the planning that has already
60 been done. Mr. Odit agreed, saying we can always true up on the other end if needed. Mr. Alexander stated he
61 doesn't know the reasons, but the Church would rather move their access to the east, noting possible reasons.
62 The Selectboard members discussed the matter further. Mr. Odit said he will convey the consent to explore
63 moving the curb cut with VTrans. Mr. Howe said he would like to include a caveat about the cost.

64
65 **5. Fiscal Year 2016 (FY16) Budget Adjustment.**

66 Mr. Odit said we haven't really spent as much money as we normally do because of the warm weather. He
67 discussed the areas that are under budget, noting the amounts and the reasons. He also discussed the schedule
68 for hauling winter sand at the start of each fiscal year and the impact on road improvements. Mr. Odit suggested
69 amending the budget, with no net increase in overall spending, to allow the Highway Department to haul winter
70 sand before the end of the fiscal year. He noted that this change will allow the Department to maintain a
71 schedule of hauling the winter sand in the spring going forward, explaining the rationale. Mr. Odit and the
72 Selectboard discussed the matter further.

73
74 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard approved amending the FY16 budget by**
75 **reducing the Diesel and Hired Equipment budgets by \$35,000 and \$20,000 respectively, and by increasing the**
76 **Winter Sand budget by \$55,000.** The motion passed 2-0.

77
78 **6. Approve Summer Recreation Program Counselors.**

79 Mr. Odit discussed the process for hiring Counselors for the Summer Recreation Program each year. He said
80 Lynn, Senior Director of the program, held the interviews and submitted a list of her recommendations for hires.
81 The Selectboard and Mr. Odit discussed the progression of positions in the program, including training and
82 background checks.

83
84 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard approved hiring the Summer Recreation**
85 **Program Counselors as recommended.** The motion passed 2-0.

86
87 **7. Approve Memorial Day Parade Highway Closure Application.**

88 Mr. Odit explained the process for closing a State highway for a parade, noting Jericho and Underhill take turns
89 sponsoring the application.

90
91 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard approved applying to close Route 15 for**
92 **the Memorial Day Parade.** The motion passed 2-0.

93
94 **8. Approve Minutes of 3/16/2016.**

95 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard approved minutes from 3/16/2016 as**
96 **written.** The motion passed 2-0.

97
98 **9. Other Business.**

99 Mr. Odit and the Selectboard members discussed the agenda for the next meeting and the possible timing for
100 the Planning Commission to move forward the revised regulations. Mr. Howe asked about the process for

101 evaluating Town employees. Mr. Odit and the Selectboard members discussed the process, including comparing
102 the process now to how it was handled in the past.

103

104 Ms. McMains stated there is a new art show in the Town Hall called *Double Exposure*. She said it will be there
105 through the end of June and there will be a reception, noting it will probably be held at the end of April. The
106 Selectboard members discussed the exhibit.

107

108 **10. Approve Warrants of 4/1/2016.**

109 The Selectboard members present signed the warrants.

110

111 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard adjourned at 7:40 p.m.** The motion
112 passed 2-0.

113

114 Respectfully Submitted,

115 Amy Richardson

2
3 **Selectboard Meeting**
4 **April 21, 2016 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

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

9 **Others present:** Stuart Alexander, Tate Brannon, Michelle Brannon, Robin Bartlett, Kim Mercer
10

11 The public meeting was called to order by Ms. McMains at 7:03 p.m.
12

13 **1. Public Comment.**

14 Mr. Bartlett said he has gotten a price from Barrett Tree Service for a crane, which is \$130 an hour, with a three
15 hour minimum, to remove the bell from the bell tower and put it down here on a step where people can see it.
16 He said the outfit doing the work said there is a lot of rot. He said he and Todd went up to look, noting the work
17 he had done on the building in the past, and did not see any rot. Ms. McMains stated the estimate assumed
18 there would be some rot, but we don't know until you look. Mr. Howe clarified the belfry wasn't touched during
19 the renovations. Ms. McMains agreed. The Selectboard members and Mr. Bartlett discussed the matter further,
20 including the work needed and the estimated cost. They also discussed the snow blower in the parking lot and
21 where it could be stored. Mr. Bartlett said he would volunteer his time to prepare the bell. Ms. McMains
22 thanked him for researching it and for the offer to volunteer his time.
23

24 Mr. Brannon stated he did some additional research for the bus shelter, speaking with David Armstrong about
25 the possibility of moving an existing shelter which is getting little to no use. He discussed the location of the
26 shelter, his conversation, and the estimated cost of approximately \$500. He said at Town Meeting there was a
27 suggestion that it could be an Eagle Scout project. Mr. Brannon also discussed what would be involved in moving
28 the shelter and the Town's role in the process. Mr. Howe clarified that the pad would need to be built in the
29 State right of way. Mr. Brannon said it would need to be built between the sidewalk and the Post Office's parking
30 lot. Mr. Howe clarified that CCTA (Chittenden County Transportation Authority) requires a certain level of service
31 before building a shelter. Mr. Brannon agreed, saying the Town can build a shelter at any time and at any cost.
32 He and the Selectboard members discussed the matter further. Ms. McMains thanked Mr. Brannon for looking
33 into it and agreed to follow up with David. The Selectboard agreed with Mr. Brannon to continue discussions
34 with CCTA in regards to the relocation of the shelter to Jericho.
35

36 **2. Meet with Recreation Committee.**

37 Ms. Mercer, Chair of the Recreation Committee, introduced herself and Mr. Brannon, a member of the
38 committee. She discussed membership on the committee, the possibility of subcommittees in the future, and
39 the meeting schedule. She said part of the committee's charter allows the Selectboard to assign responsibilities
40 to them, asking the Selectboard members to keep them in mind, discussing some examples. Ms. Mercer said
41 one of the first priorities is cataloguing what is already available in Town and how to access it. She said they have
42 put out an RFP (request for proposals) to design a website, discussing how it would work. She said the
43 committee has already received responses from the RFP, asking for the Selectboard's permission to spend some
44 money.
45

46 Ms. McMains said in her discussion with Todd, there is some money available; noting they could not vote on
47 something until more information is known. Ms. Mercer asked whether the committee should proceed with
48 vetting the proposals. She and the Selectboard members discussed the matter further. The Selectboard
49 members agreed that the committee should investigate the specific proposals and return with a specific request

50 through Todd. They discussed the matter in more detail with Ms. Mercer and Mr. Brannon. Ms. Mercer asked if
51 they could come back to meet with the Selectboard the first meeting in May and Ms. McMains agreed.
52 Ms. Mercer said the committee has met with the Summer Recreation Program Director, briefly discussing the
53 meeting held. She said the committee wants to be supportive to the program, saying they are trying to identify
54 areas where they can help, especially in light of the growth of enrollment. She and the Selectboard members
55 discussed the matter further, including future possibilities. The Selectboard thanked the Recreation Committee
56 for their work and agreed to meet with them again in May.
57

58 **3. Accept Design Engineering Proposal for MMU Path Segment #2.**

59 Ms. McMains stated the Planning Commission, Katherine, Todd, and vTrans scored the proposals, saying they
60 have recommended Lemoreux & Dickinson for the project. The Selectboard members discussed the matter
61 briefly.
62

63 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard accepted the proposal for Lemoreux &**
64 **Dickinson for design engineering services in the amount of \$44,471, with the Town's share of \$4,447, for**
65 **Segment 2 of the MMU path.** The motion passed 2-0.
66

67 **4. Accept Scoping Study Proposal for Jericho Corners to Riverside Bike/Pedestrian Improvements.**

68 Ms. McMains stated the same group evaluated these proposals and recommended Dubois & King. The
69 Selectboard members discussed the proposals and the evaluation process.
70

71 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard awarded the Pedestrian and Bicycle**
72 **Scoping Study to Dubois & King in the amount of \$32,819, with the Town's share of \$3,282.** The motion passed
73 2-0.
74

75 **5. Don Messier – Elected Auditor.**

76 Ms. McMains said Mr. Messier had requested to be on the agenda, but is not present.
77

78 **6. Approve Minutes of 4/7/2016.**

79 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard approved minutes from 4/7/2016 as**
80 **amended.** The motion passed 2-0.
81

82 **7. Other Business.**

83 Ms. McMains stated we have scheduled the art reception for April 29th from 5:00 to 7:00 p.m., noting some food
84 would be served. She said the RPC (Regional Planning Commission) met last night and the grant submitted for
85 the Master Road Planning of Dickinson and the Riverside Area is on the UPWP (Unified Planning Work Program).
86 She said it has not been approved, saying that won't happen until after the public hearing in May, but this should
87 move the process forward towards having all of the roads based on the Form-based Code regulations.
88

89 Mr. Howe said a couple of meetings ago there was mention about a study was to be done for a path including
90 the intersection with Lee River Road. He asked about the timing. Ms. McMains said it usually takes some time,
91 discussing the process.
92

93 **8. Approve Warrants of 4/15/2016.**

94 The Selectboard members present signed the warrants.
95

96 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard adjourned at 7:51 p.m.** The motion
97 passed 2-0.
98

99 Respectfully Submitted, Amy Richardson

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

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

8
9 **Others present:** Todd Odit (Town Administrator), Kim Mercer, Chris Forleo

10
11 The public meeting was called to order by Ms. McMains at 7:01 p.m.

12
13 **1. Public Comment.**

14 There was none.

15
16 **2. Second Class Liquor License – DG Retail, LLC.**

17 Mr. Odit stated it is a new application, saying they have had their training and there are no outstanding issues
18 that are substantive. He added that the State does conduct a thorough review of new applications. He and the
19 Selectboard discussed liquor licenses further. Mr. Howe clarified the restrictions on hours are set by the State.
20 Mr. Odit agreed they are. Mr. Howe asked whether towns could be more restricted. Mr. Odit said they could,
21 noting what would need to happen if the towns wanted to be more open.

22
23 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard approved the Second Class Liquor**
24 **License for DG Retail, LLC for 265 Vermont Route 15, Jericho (Store #14358).** The motion passed 2-0.

25
26 **3. Approve Highway Department Construction Season Work Hours.**

27 Mr. Odit said this is something that other towns do and it is something he has been thinking about, suggesting
28 four 10-hour work days would be more efficient. He discussed the impact on overtime and the recommended
29 schedule, saying this summer could be a trial period starting Monday through the last full week of September.
30 He and the Selectboard members discussed the matter further, including the rationale and benefits.

31
32 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard approved the proposed summer**
33 **construction work schedule.** The motion passed 2-0.

34
35 **4. Recreation Committee Request for Funding.**

36 Ms. Mercer introduced herself and Mr. Forleo of the Recreation Committee. She stated we put out this RFP
37 (request for proposal), receiving four interested developers and three actual proposals by the deadline. She said
38 it came down to two finalists who had different platforms. Ms. Mercer discussed the proposals for a dynamic
39 website with a recreation database, noting various attributes, features, and benefits. She and the Selectboard
40 members discussed the matter further, including rules and policies to be established. They also discussed the
41 various types of activities that could be posted on the site.

42
43 Mr. Odit asked if the committee has considered charging a small fee to regular users if it becomes really popular,
44 so that it could be cost neutral to the Town. Ms. Mercer said they have, noting they have also discussed
45 sponsors and membership fees. She discussed examples of fee arrangements and how they work. The
46 Selectboard members and those present discussed whether the activity has to occur in Jericho, originate in
47 Jericho, or be sponsored by someone in Jericho.

49 Mr. Forleo said the intent is for it to be very inclusive, discussing how they plan to approach and build the
50 database. Ms. Mercer discussed other possibilities for the platform and examples of how it could be used. Mr.
51 Howe said it could be a very valuable resource for the community going forward. Ms. Mercer noted they will
52 also be able to do analytics on the traffic.

53
54 Mr. Howe asked if the cost is for a year's subscription to manage this. Ms. Mercer said no, what the committee
55 voted on last night was for a company called Tamarack, noting their experience. She stated it is \$5,000 for the
56 build, saying they recommend between \$50 to \$100 a month for maintenance and that is a retainer they like to
57 have to resolve problems, manage updates, and run backups. Mr. Howe clarified the total liability would be
58 \$6,200, with \$100 a month. Mr. Forleo noted there would probably also be some web hosting costs that are not
59 included. Ms. Mercer said they were wondering where the jerichovt.gov is being hosted and whether that could
60 be included as well. Mr. Odit said he thinks it would have to be separate since it is through Gov Office.

61
62 Mr. Howe asked Mr. Odit where the money would come from. Mr. Odit said we collect recreation impact fees,
63 noting we had budgeted to do a recreational needs assessment, discussing the background on the fees. He also
64 discussed funds available in the budget. Ms. McMains said she saw the survey on Front Porch Forum. Ms.
65 Mercer discussed the approach, noting they were getting the word out the committee is here and they are trying
66 to collect information about what people are looking for. She discussed some of the responses and requests
67 they received.

68
69 Ms. Mercer stated the committee feels this is an important way to spend the money since it would address the
70 first steps in the committee's charter, noting the importance of having the information available on the internet.
71 Mr. Howe asked what sort of disclaimers might be on the website. Ms. Mercer asked if Mr. Odit could help with
72 that because none of the committee members have that type of background. The Selectboard members and
73 those present discussed possible language and where it should be displayed.

74
75 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard accepted the proposal for website**
76 **development of the Jericho Recreation Committee submitted by Tamarack Associates for \$5,000 with up to**
77 **\$100 per month for maintenance, not to exceed \$6,200 the first year.** The motion passed 2-0.

78
79 The Selectboard members thanked the Recreation Committee for their work.

80
81 **5. Approve Minutes of 4/21/2016.**

82 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard approved minutes from 4/21/2016 as**
83 **amended.** The motion passed 2-0.

84
85 **6. Other Business.**

86 Ms. McMains said unfortunately we have a member of the Planning Commission who has resigned. Mr. Odit and
87 the Selectboard members discussed vacancies on other committees. The Selectboard accepted the resignation
88 from Katrina DeLaBruere with thanks for her service.

89
90 The Selectboard members and Mr. Odit discussed streaming the meetings and the availability of the video after
91 the meeting, agreeing it was a good idea.

92
93 Mr. Odit said a couple months ago in the old part of the Highway Garage they noticed one of the entry doors had
94 a lot of movement in the steel frame, then it fell off the track about a month ago. He said a company came in to
95 look at, thinking there might be something going on with the steel trusses, noting the difficulties. He discussed
96 the issues found, saying the original part of the garage is from the 70s. Mr. Odit stated it is a good thing we had a
97 light winter. He discussed the different ways to approach the repairs that were being considered. Mr. Howe
98 asked if the person who looked at it was an Engineer. Mr. Odit said yes, a construction company and a structural

99 engineer came in. He stated it looks like the best and the least expensive thing to do is to get new 18" beams
100 that run from floor to ceiling and bolt them in. He discussed the suggested approach to the repairs, saying he
101 hopes to know the price of the work by the next meeting. Ms. McMains asked if that is where we did some of
102 the energy work. Mr. Odit responded yes and no, saying we didn't open any of this area up. Mr. Howe clarified
103 what information would be provided for the next meeting. Mr. Odit discussed the matter further with the
104 Selectboard, including ongoing conversations about the work that is required.

105
106 Ms. McMains talked about how successful the art reception was that was held on April 29th.

107
108 **7. Approve Warrants of 4/29/2016.**

109 The Selectboard members present signed the warrants.

110
111 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard adjourned at 8:00 p.m.** The motion
112 passed 2-0.

113
114 Respectfully Submitted,
115 Amy Richardson

2
3 **Selectboard Meeting**
4 **May 19, 2016 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

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

9 **Others present:** Todd Odit (Town Administrator), Amy Richardson (Secretary), Russ Clark, Dwayne Norway, David
10 Turner, Kim Mercer, Katie Forleo, Paula Carrier, Robin Bartlett, Leslie Nulty, Bert Lindholm, Tom Moreau
11

12 The public meeting was called to order by Ms. McMains at 7:05 p.m.
13

14 **1. Public Comment.**

15 Ms. Mercer, Chair of Recreation Committee, said something came up at our meeting last night and she wanted to
16 make the Selectboard aware of it. She said the Town Library will be doing summer programs and they want to
17 do a series of them on the Jericho Green and they need power. She said they are investigating turning the power
18 on, discussing the various people and committees involved in the effort. Ms. Mercer said since there are at least
19 three organizations interested in this (Jericho Preservation Society, Jericho Community Center, Jericho Town
20 Library), who all potentially use the power and also have some administrative responsibilities for the power; if
21 you wanted to use this Town resource on the Town Green you have to know who to talk to; I was thinking the
22 Town could consider adding that to the electricity expenses the Town pays for and possibly making it available.
23 She suggested the Recreation Committee could coordinate usage, charging a small fee to cover the costs,
24 discussing examples of how it could work.
25

26 The Selectboard members and Ms. Mercer discussed the matter further. Mr. Nulty thanked Ms. Mercer for
27 bringing it up and suggested adding it to the next agenda. Ms. McMains said it will be on the next agenda
28 because Kelly King has made a request relating to the farmer's market. Mr. Nulty said the Selectboard can't act
29 on it under public to be heard, so it should go on the agenda with some proposals. Ms. Mercer agreed, saying
30 she wanted to make the Selectboard was aware of the issue. She discussed how it is currently set up, suggesting
31 a policy with a fee. The Selectboard members, Mr. Odit, and Ms. Mercer discussed the matter further. Ms.
32 Mercer offered the Recreation Committee's assistance, if it helps. The Selectboard discussed the matter further,
33 including who controls and is paying for currently. They agreed to put it on the next agenda.
34

35 On a **motion** by Mr. Nulty, seconded by Mr. Howe, **the Selectboard entered Executive Session to discuss**
36 **contracts at 7:11 p.m.** The motion passed 3-0.
37

38 On a **motion** by Mr. Howe, seconded by Mr. Nulty, **the Selectboard exited Executive Session at 7:14 p.m.** The
39 motion passed 3-0.
40

41 Ms. McMains stated we have changed the process for talking about our trucks to make it a more open process.
42 She said since one of the vendors was unable to attend the meeting tonight and in order to be fair, we are going
43 to postpone the discussion of the bids and getting the bids to the next meeting in June. Mr. Nulty suggested a
44 special meeting before then. Mr. Odit agreed. He and the Selectboard members discussed availability for a
45 special meeting. Mr. Odit said he would arrange the meeting with all of the parties. Ms. McMains said we are
46 trying to make the process more open and thanked Mr. Clark for coming.
47

48 **2. Interview Planning Commission Candidate.**

49 Ms. Forleo discussed her interest in volunteering with the Planning Commission and the work she has been
50 involved in previously. She and the Selectboard members discussed her experience, including how it is related to
51 the planning process. The Selectboard members and Ms. Forleo also discussed her experience with Town Plans.
52 The Selectboard thanked Ms. Forleo for her time.

53
54 **3. Town Auditor Interview.**

55 Mr. Turner discussed his interest in volunteering as a Town Auditor and his background. He and the Selectboard
56 members discussed his experience, including the skills that would assist him in this role. The Selectboard
57 thanked Mr. Turner for his interest. Mr. Lundeen has rescheduled to the June 2nd meeting.

58
59 **4. Request to Meet with the Selectboard – Don Messier.**

60 Mr. Messier said in January 2015 he presented with Andrew Albright, noting the paid auditors were here and he
61 distributed a booklet. He said he updated the booklet to 2015, which is the last section in here. He said there
62 are two major projects we are working on, discussing the projects and their process. Mr. Messier explained why
63 the elected auditors did not meet with the Selectboard in January this year as is customary. He said Andrew is an
64 excellent person to work with. He discussed their approach to the projects, noting this is his sixth year as elected
65 auditor. He discussed his history in Jericho, his family, and his involvement in various roles in the Town.

66
67 Ms. McMains asked what some of his ideas are for working on the projects that are open. Mr. Messier
68 responded they are 95% complete, there are a couple of little things to complete them. He discussed the
69 difference between the role of the elected and the paid auditors, noting the hard work observed at the Highway
70 Department. The Selectboard thanked Mr. Messier.

71
72 **5. Award 2016 Paving Bid.**

73 Mr. Odit said in the budget we had planned on spending about \$330,000 on paving. He said we were hoping for
74 a Class 2 paving grant and were awarded it for \$175,000. He said we were estimating \$70/ton and discussed the
75 approach to the paving bid. Mr. Odit stated the lowest bid came in at \$55.24/ton, which left a lot of grant money
76 on the table. He said he spoke with Pike Industries about extending the paving on Browns Trace Road to Murray
77 Lane, where the paving started last year and they agreed to do that for the same price per ton. The Selectboard
78 members and Mr. Odit-agreed discussed the matter further.

79
80 On a **motion** by Mr. Nulty, seconded by Mr. Howe, **the Selectboard awarded the 2016 Paving Bid to Pike**
81 **Industries, in the amount of \$265,595.68, and authorized additional paving on Browns Trace, bringing the total**
82 **project price to \$333,000.** The motion passed 3-0.

83
84 Mr. Howe asked about the shim and pre-shim. Mr. Odit explained what each means in relation to paving.

85
86 **6. Fiscal Year 2016 (FY16) Budget Reserve Fund Transfers.**

87 Mr. Odit discussed proposed reserve fund transfers as follows:

88

Project	Budget	Actual	Source
MMU Path	\$68,400	\$63,426	Sidewalk and Paths Reserve Fund
Corners Scoping Study	\$2,750	\$1,968	Capital Projects Reserve Fund
Route 15 Crossing Improvements	\$10,000	\$1,190	Capital Projects Reserve Fund
Garage Fire Alarm	\$10,000	\$5,195	Buildings & Property Reserve Fund
Total		\$71,779	

89 Mr. Odit noted there will be some additional transfers at the end of year. He and the Selectboard members
90 discussed the transfers, including the status of the projects.

91

92 On a **motion** by Mr. Nulty, seconded by Mr. Howe, **the Selectboard approved and directed the Town**
93 **Administrator to transfer \$71,779 from the listed reserve funds to the General Fund, as listed in the table.** The
94 motion passed 3-0.

95

96 **7. Chittenden Solid Waste District (CSWD) Budget Presentation.**

97 Mr. Moreau, General Manager of CSWD, asked the Selectboard to consider their Fiscal Year 2017 (FY17) budget.
98 He said each town gets one vote; whereas all of our policy approvals allow one vote per 5,000 people, so this
99 balances things out for the smaller towns. He discussed the budget, noting the following:

- 100 • The operating budget this year is \$9.6 million, noting they have a lot of facilities;
- 101 • The budget went up \$104,000, or 1.1%;
- 102 • Salaries, wages, and benefits:
 - 103 ○ Increased \$183,476, or 5.25%;
 - 104 ○ Added a maintenance person;
 - 105 ○ No cost of living adjustment this year because CPI (Consumer Price Index) was 0%;
 - 106 ○ Health insurance went up;
- 107 • Other services:
 - 108 ○ Increased \$119,574, or 2.8%;
 - 109 ○ \$66,760 higher MRF (Materials Recycling Facility) operating fees under contractual provisions;
 - 110 ○ \$30,680 increase in waste disposal costs for the Drop-Off Centers, as volume of materials and
111 disposal fee rates increase;
 - 112 ○ \$26,970 increase in maintenance of equipment for the compost program;
- 113 • Professional services:
 - 114 ○ Decreased \$87,445, or 21%;
 - 115 ○ A \$70,000 biosolids study was done in FY16 that will not continue in FY17;
 - 116 ○ One-time costs associated with the General Manager search process;
- 117 • Printing and advertising:
 - 118 ○ Lower by 23%, or \$84,348;
 - 119 ○ The FY16 budget included a special increase in this area to provide increased public awareness for
120 the statewide changes in recycling associated with Act 148;
- 121 • Revenues:
 - 122 ○ Increase 5.2%;
 - 123 ○ Noting locations of the Drop-Off Centers, noting that two of them most likely have to be moved;
 - 124 ○ There is a reserve fund associated with those expenses;

125

126 Mr. Nulty asked for clarification as to whether CSWD doesn't own the land for the Burlington drop-off. Mr.
127 Moreau responded that we do own the land and we are trying to get Burlington to buy it from us. He discussed
128 their efforts, including the timeline for resolution. Mr. Lindholm discussed the matter further, noting that most
129 towns have their own dump sites, but Burlington wouldn't. Mr. Moreau discussed negotiations with Burlington
130 and the need for relocating the Drop-Off Center in Hinesburg, which is pending a public vote. He and the
131 Selectboard members discussed the matter further.

132

133 Mr. Moreau discussed the increased need for maintenance to the age of some of the Drop-Off Centers. He also
134 discussed the need for reconfigurations due to the addition of other types of materials that have to be
135 segregated. He then discussed scrap metal, noting the significant budget impact from changes in the worldwide
136 commodities markets. Mr. Moreau discussed traffic backups at the Drop-Off Centers. He and the Selectboard
137 members discussed the matter further, including costs, and Drop-Off Center lines and hours.

138

139 Mr. Howe asked about the treatment of sludge and waste that need to be brought up to South Burlington's
140 standards, asking if they would capitalize those upgrades. Mr. Moreau responded not within the treatment
141 plants. He discussed the three classes of wastewater sludge, including different classes and where they are
142 found and how they are treated and transported. Mr. Howe asked about the impact on Jericho. Mr. Moreau said
143 it impacts whoever collects the septic, discussing some examples and the impact on septage cost.
144

145 Mr. Nulty asked about the cause of the decreased earnings relating to scrap metal. Mr. Moreau responded that it
146 is a result of prices. He explained the impact of Act 148 passing. He discussed scrap metal further, including how
147 other countries are responding. Mr. Moreau stated the only thing that has really stayed up is plastic, noting the
148 reasons. He and the Selectboard members discussed recycling further, including the expansion of products that
149 CSWD accepts for recycling. Mr. Moreau said even though the recycling capture rate in Chittenden County is
150 good at about 70%, about 60% of what we throw away today can be recycled.
151

152 Mr. Lindholm commented that Mr. Moreau is retiring on July 1st, so this will be his last meeting with the
153 Selectboard. He said the Board is in negotiation with a new Manager and will probably have one approved in the
154 next month. He discussed the changes CSWD has made in the last two years, making the organization more
155 efficient and viable. Mr. Lindholm said they are coming out with a Strategic Plan, that has been a valuable
156 process. He noted the other big thing is the turnaround in the compost area after the very serious problem that
157 occurred a few years ago, saying it is doing quite well and they hope it will be profit making.
158

159 Ms. McMains said it has always been a tight budget. Mr. Moreau discussed the changes he has seen in the
160 budget since he started, noting it is \$2.5 million less now. Ms. Nulty stated they would appreciate a vote to
161 approve the budget. Ms. McMains noted there have been a lot of changes, including Mr. Lindholm's move to be
162 the alternate representative.
163

164 On a **motion** by Mr. Nulty, seconded by Mr. Howe, **the Selectboard accepted the Chittenden Solid Waste District**
165 **budget as presented.** The motion passed 3-0.
166

167 The Selectboard members thanked Mr. Moreau. Mr. Moreau discussed his experiences attending various town
168 meetings over the years.
169

170 **8. Review Town Assistance to Emergency Responders Policy.**

171 Mr. Odit stated Mr. Nulty asked to have this on the agenda. He said he used the salient points in the policy, but
172 basically if we have the personnel and the resources to respond, we will respond. He added that we are
173 requesting that the people asking for assistance respect the decisions of the employee and what they can do.
174 The Selectboard members and Mr. Odit discussed the policy further.
175

176 On a **motion** by Mr. Howe, seconded by Mr. Nulty, **the Selectboard adopted the Policy on Assisting Emergency**
177 **Responders.** The motion passed 3-0.
178

179 **9. Receive Highway Truck Proposals.**

180 Discussion of the proposals were postponed following an Executive Session at the beginning of the meeting.
181

182 **10. Appoint Interim Zoning Administrators.**

183 Mr. Odit stated Michelle Patrick's last day as Zoning Administrator will be tomorrow. Mr. Nulty asked what
184 happened. Mr. Odit said she is moving to Oregon. He said we held second interviews this week, noting we can
185 discuss it further in Executive Session. Mr. Nulty said he is sorry to see her go; he has heard very good things.
186

187 On a **motion** by Mr. Nulty, seconded by Mr. Howe, **the Selectboard appointed Katherine Sonnicks as second**
188 **Zoning Administrator and Todd Odit as third Zoning Administrator.** The motion passed 3-0.

189 **11. Approve Minutes of 5/5/2016.**

190 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard approved minutes from 5/5/2016 as**
191 **written.** The motion passed 2-0; Mr. Nulty abstained.

192
193 **12. Other Business.**

194 Ms. McMains said the Governor is going to speak at the 50th anniversary celebration for the RPC (Regional
195 Planning Commission). She said letters have gone out for reappointment and we will need an alternate
196 appointed for Jericho, asking for it to be on the agenda. The Selectboard members discussed the matter further,
197

198 **13. Approve Warrants of 5/13/2016.**

199 The Selectboard members present signed the warrants.

200
201 On a **motion** by Mr. Nulty, seconded by Mr. Howe, **the Selectboard entered Executive Session to discuss**
202 **personnel at 8:23 p.m.** The motion passed 3-0.

203
204 On a **motion** by Mr. Howe, seconded by Mr. Nulty, **the Selectboard exited Executive Session at x:xx p.m.** The
205 motion passed 3-0.

206
207 On a **motion** by Mr. Howe, seconded by Mr. Nulty, **the Selectboard adjourned at x:xx p.m.** The motion passed
208 3-0.

209
210 Respectfully Submitted,
211 Amy Richardson

2
3 **Selectboard Meeting**
4 **May 24, 2016 at 5:30 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

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

8
9 **Others present:** Todd Odit (Town Administrator), Doug Siple (Highway Foreman), Russ Clark, Sandy Ladd, will
10 Wetzell, Randy Clark, Josh Clark, Ryan Carlson, Ron Charlebois

11
12 The public meeting was called to order by Ms. McMains at 5:40 p.m.

13
14
15 **1. Highway Truck Purchase**

16
17 Ms. McMains explained that the Town was trying a different approach to purchasing a truck this year. The town
18 has not received any pricing information nor has the town administrator provided a recommendation on a
19 purchase. She explained that each sales person would get a few minutes to pitch their product, provide the
20 Selectboard with pricing information, and then the Selectboard would enter executive session to discuss the
21 proposals.

22
23 Russ Clark from Clark's Truck Center and Sandy Ladd from Charlebois provided the Selectboard with their pricing
24 proposals. Each salesperson then spoke about their product for a few minutes.

25
26 On a **motion** by Mr. Howe, seconded by Mr. Nulty, **the Selectboard entered Executive Session to discuss**
27 **contracts at 5:50 p.m.** The motion passed 3-0.

28
29 On a **motion** by Mr. Howe, seconded by Mr. Nulty, **the Selectboard exited Executive Session at 6:55 p.m.** The
30 motion passed 3-0.

31
32 Mr. Nulty gave an overview of the Selectboard's considerations in their decision.

33
34 On a **motion** by Mr. Nulty, seconded by Mr. Howe, **the Selectboard accepted the proposal for a 2017**
35 **Freightliner from Charlebois.** The motion passed 3-0.

36
37 On a **motion** by Mr. Nulty, seconded by Mr. Howe, **the Selectboard adjourned at 7:05 p.m.** The motion passed
38 3-0.

39
40 Respectfully Submitted,
41 Todd Odit

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

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

9 **Others present:** Amy Richardson (Secretary), Andy Lundeen, Delight Wing, Andrea Hook, Don Messier, Connor
10 Lahiff, Kelly King
11

12 The public meeting was called to order by Mr. Nulty at 7:04 p.m.
13

14 **1. Public Comment.**

15 There was none.
16

17 Ms. McMains discussed the agenda, noting the Green discussion may need to be moved to later in the meeting.
18

19 **2. Interview Planning Commission Candidate.**

20 Mr. Lahiff discussed his interest in volunteering with the Planning Commission including his familiarity with the
21 Town Plan and the regulations. He and the Selectboard members discussed his experience, including how it is
22 related to the planning process. The Selectboard thanked Mr. Lahiff for his interest and his time. Ms. McMains
23 explained the appointment process.
24

25 **3. Town Auditor Interview.**

26 Mr. Lundeen discussed his interest in volunteering as a Town Auditor and his background. He and the
27 Selectboard members discussed his experience, including the skills that would assist him in this role and the
28 differences in the roles of the paid auditors versus the elected auditors. The Selectboard thanked Mr. Lundeen
29 for his interest and explained the appointment process.
30

31 Mr. Messier commented that the elected auditors do not duplicate the work the paid auditors do, discussing
32 some examples. He noted the statutory rules surrounding the role, saying they may not be directed or controlled
33 by any other office, including the Selectboard. He discussed the various roles in the Town offices and the
34 benefits of the qualified elected auditors the Town has had. Ms. McMains said one of the reasons a lot of towns
35 have done away with the elected auditors is the lack of volunteers; adding that when you get skilled volunteers,
36 it is worthwhile. Mr. Messier discussed how other towns operate, noting how fortunate the Town is to have CPAs
37 to volunteer their time. He discussed the matter further. Ms. McMains thanked Mr. Messier for coming in.
38

39 **4. Pet Parade Request.**

40 Ms. Hook introduced herself and Ms. Wing, saying they represent the Jericho Community Center and they would
41 like to hold a pet parade on July 23rd. She said it would be open to pets of all kinds and asked what is involved
42 from the Selectboard. The Selectboard members, Ms. Hook, and Ms. Wing discussed the matter, including
43 possible road closure, approvals, costs, and notification. They discussed the matter further, including timing,
44 parking, and clean up. The Selectboard thanked Ms. Hook and Ms. Wing for their efforts.
45

46 **5. Electricity on the Green**

47 Mr. Nulty said he found out that Jim Adams keeps the key. Ms. Hook stated the power is under my name. The
48 Selectboard members and Ms. Hook discussed the matter further, including the current process for gaining
49 electricity on the Green, the current ownership of the account, and the costs involved. Ms. McMains asked how
50 the Jericho Center Preservation Association (JCPA) would feel if the Town took it over. Ms. Hook responded she

51 thinks that would be fine, saying it really belongs to the Town. The Selectboard members discussed the matter
52 further. Mr. Nulty asked who the spokesperson is for the JCPA. Ms. Hook responded it is Bob Schermer and
53 agreed to follow up with a member of the JCPA.
54

55 **6. Use of Green for Pop-Up Farmer's Market.**

56 Ms. King asked if the Selectboard members received an e-mail about the mission of the group, saying the idea is
57 to have a community gathering, not an official Farmer's Market. She discussed how the idea came about,
58 comparing it to an event held Underhill. She said it would be a Saturday morning community market, open to
59 anyone. Ms. King discussed the matter further with the Selectboard. She said they wanted to see if the
60 Selectboard saw any problem with it. Ms. McMains said the only question is liability because it is a Town facility,
61 noting the Church was required to have insurance with their event. The Selectboard members discussed the
62 matter, agreeing it is not a formal event that would require insurance coverage. They also discussed logistics
63 with Ms. King. The Selectboard members agreed it's a fun idea, thanking Ms. King for her efforts.
64

65 **7. Accept Dump Body and Plow Proposal.**

66 The Selectboard members discussed the cost of the equipment.
67

68 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard accepted the quote from Viking Cives of**
69 **\$70,440 for the installation of a dump body, snow plow and associated equipment.** The motion passed 3-0.
70

71 **8. Appoint Regional Planning Commission (RPC) Alternate.**

72 Ms. McMains said we need to appoint an alternate representative since we are all present tonight.
73

74 On a **motion** by Ms. McMains, seconded by Mr. Nulty, **the Selectboard appointed Wayne Howe as the alternate**
75 **to the Regional Planning Commission for a term ending July 2017.** The motion passed 2-0; Mr. Howe abstained.
76

77 **9. List of Unlicensed Dogs.**

78 The Selectboard discussed the materials provided by Ms. Alexander regarding unlicensed dogs, noting the
79 progress made last year.
80

81 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard directed Jessica Alexander to issue**
82 **letters and forward the list of unlicensed and unvaccinated dogs and wolf-hybrids to the Dog Warden with the**
83 **instruction that any such dogs or wolf-hybrids found running-at-large be impounded.** The motion passed 3-0.
84

85 **10. Catering Permits.**

86 The Selectboard members discussed the permit requests.
87

88 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard approved catering permits for The**
89 **Mansfield Barn and Emile A. Gruppe Gallery for the dates requested.** The motion passed 3-0.
90

91 **11. Approve Minutes of 5/19/2016.**

92 On a **motion** by Ms. McMains, seconded by Mr. Howe, **the Selectboard approved minutes from 5/19/2016 as**
93 **amended.** The motion passed 3-0.
94

95 On a **motion** by Ms. McMains, seconded by Mr. Howe, **the Selectboard entered Executive Session to discuss**
96 **personnel at 7:52 p.m.** The motion passed 3-0.
97

98 On a **motion** by Ms. McMains, seconded by Mr. Howe, **the Selectboard exited Executive Session at 8:05 p.m.**
99 The motion passed 3-0.
100

101 On a **motion** by Ms. McMains, seconded by Mr. Howe, **the Selectboard appointed Any Lundeen to the town**
102 **auditor position expiring in 2019.** The motion passed 3-0.

103
104 On a **motion** by Ms. McMains, seconded by Mr. Howe, **the Selectboard appointed Connor Lahiff to the**
105 **planning commission term that expires in 2018.** The motion passed 3-0.

106
107 On a **motion** by Ms. McMains, seconded by Mr. Howe, **the Selectboard adjourned at 8:07 p.m.** The motion
108 passed 3-0.

109
110 Respectfully Submitted,
111 Amy Richardson

2
3 **Selectboard Meeting**
4 **June 14, 2016 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**

6
7 **Members present:** Catherine McMains (Acting Chair), Wayne Howe

8
9 **Others present:** Todd Odit (Town Administrator), Russ Clark, Stew Brinegar, Brian Stevens, Dan Treinis

10
11 The public meeting was called to order by Ms. McMains at 7:02 p.m.

12
13 **1. Public Comment.**

14 There was none.

15
16 **2. Trails Committee Interview.**

17 Mr. Brinegar discussed his interest in volunteering with the Trails Committee including his work experience and
18 his interests. He and the Selectboard members discussed the matter further, including his meeting experiences
19 and interconnectivity in the Town. The Selectboard thanked Mr. Brinegar for his interest and his time. Mr. Odit
20 noted there are three vacancies with different terms, asking Mr. Brinegar if he had a preference. He said he
21 would prefer the three-year term.

22
23 **3. Receive Proposed Zoning Amendments and Warn Public Hearing.**

24 Mr. Odit said Ms. Sonnick would be at the next meeting to discuss the amendments.

25
26 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard received the proposed zoning**
27 **amendments and warned a Public Hearing on Thursday, July 7, 2016 at 7:00 p.m. in the Jericho Town Hall to**
28 **hear public comment regarding proposed amendments to the Jericho Land Use and Development Regulations.**

29 The motion passed 2-0.

30
31 **4. Discuss Highway LoPro Truck Replacement.**

32 Mr. Odit stated the 2009 Tandem discussed a few weeks ago was purchased at the same time as the LoPro and
33 generally we like to keep our vehicles about seven or eight years. He said the Capital Budget had the LoPro being
34 replaced in Fiscal Year 2018 (FY18). He discussed the rationale for considering trading in both at the same time.
35 Mr. Odit provided a revised vehicle replacement plan. He said if we purchase a LoPro in Fiscal Year 2017 (FY17)
36 instead of FY18, we could keep pretty much everything on track. He discussed the reserve fund balance
37 projections, noting how much is budgeted each year and how funds move into and out of the reserve fund. He
38 said Russ gave us the proposal for the truck with the two trade-ins, discussing the timeline if accepted, the
39 quotes, and the differences in the equipment. The Selectboard and Mr. Odit discussed the matter.

40
41 Ms. McMains asked about the quotes regarding the engines. Mr. Clark stated there are no longer 2010 emission
42 engines available. He said he verified the information and confirmed it is the current and best emission available
43 at this time; there will be some changes to the overall truck, but very few changes to the engine. Ms. McMains
44 noted the importance of reducing the greenhouse gas emissions when we replace equipment. Mr. Clark and the
45 Selectboard members discussed the matter further. Mr. Howe clarified that the reserve fund is strictly for
46 vehicles. Mr. Odit agreed. Mr. Howe asked whether there should be a minimum level maintained in the reserve
47 fund, noting the balance is projected to fall below \$9,000 in Fiscal Year 2019 (FY19). Mr. Odit explained the
48 projection assumes the same amount budgeted each year, noting how it replenishes over time. He discussed
49 how the process is more predictable now than it was in the past. He also discussed reserve funds and the quotes
50 further with the Selectboard members.

51 Mr. Clark explained the timing for purchasing a warranty, noting the best timing. Mr. Odit discussed how it has
52 been handled with previous purchases. He and Mr. Clark discussed what is covered by the warranty with the
53 Selectboard. They also discussed timelines for the trade-in, the new vehicle, and the warranty.
54

55 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard accepted the proposal from Clark's**
56 **Truck Center for the LoPro and Viking's proposal for all of the gadgets that go on it.** The motion passed 2-0.
57

58 **5. Trails Committee Interview.**

59 Mr. Treinis discussed his interest in volunteering with the Trails Committee including his experience and his
60 interests. He and the Selectboard members discussed the matter further, including his volunteering experiences
61 and his exploration of the area. They also discussed interconnectivity in the Town. The Selectboard thanked Mr.
62 Treinis for his interest and his time. Ms. McMains explained the appointment and notification process.
63

64 **6. Approve FY17 Vermont State Police Patrol Contract.**

65 Mr. Odit said we have been up to ten hours a week with the Vermont State Police for the last several years. He
66 explained how the contract works, saying the Sheriff's Department usually is closer to their contracted hours. He
67 and the Selectboard members discussed both contracts. Mr. Howe clarified the net cost to the Town. Mr. Odit
68 explained the pricing further, noting the amounts budgeted and the maximum cost for each contract. He stated
69 he had not yet received the updated contract from the Chittenden County Sheriff. He and the Selectboard
70 members discussed what is included in the contracts and recent activity in the area.
71

72 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard approved the proposed contract with**
73 **the Vermont State Police for traffic enforcement in Fiscal Year 2017 up to \$35,542.** The motion passed 2-0.
74

75 **7. Approve FY17 Chittenden County Sheriff Patrol Contract.**

76 The Selectboard tabled approval of the Chittenden County Sheriff Patrol Contract.
77

78 **8. Approve Personnel Policy Changes.**

79 Mr. Odit explained that many of the changes are practices that are in place that had not been documented, or
80 policies that were adopted elsewhere that were not incorporated into the greater document itself, noting that
81 some are new. Mr. Howe asked if any of the language was provided by the Vermont League of Cities and Towns.
82 Mr. Odit explained his approach to developing or revising policies, noting the various sources. He and the
83 Selectboard members discussed the changes further, including various employee benefits. Ms. McMains asked
84 about the recently approved Commercial Driver's License (CDL) Policy. Mr. Odit responded that would remain a
85 standalone policy since it only applies to CDL employees. Mr. Howe noted the disparity between the sexual
86 harassment procedures and the grievance procedures. He said there is not really a turnaround time specified for
87 responding to a claim; while there is a specific timeline for grievances. He suggested expanding the procedures.
88 Mr. Odit suggested having the Town attorney review them and recommend any changes needed to comply with
89 State law.
90

91 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard approved the proposed Personnel Policy**
92 **Amendments.** The motion passed 2-0.
93

94 **9. Approve Fund Transfer for Reappraisal Expenses.**

95 Mr. Odit said he was holding off on the transfer until closer to the end of the year. Ms. McMains noted the
96 appeals wouldn't happen until FY18. Mr. Odit said the total cost, including employee time, was close to \$80,000,
97 with \$50,000 in contract costs. He stated that due to the higher than anticipated work of employees on the
98 project, the contract is being amended to avoid an additional \$13,514 in contract expenses. He said the Town
99 received \$17,578 in annual reappraisal revenue from the State for FY16, so the balance to be transferred from
100 the reserve fund is \$62,436 to cover the total \$80,016 in expenses. Mr. Odit said the transfer will leave the

101 reserve fund with a balance of approximately \$65,000. He noted the next reappraisal should be able to be
102 funded by the reserve balance.

103

104 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard approved the transfer of \$62,436 from**
105 **the Reappraisal Reserve Fund to the General Fund.** The motion passed 2-0.

106

107 **10. Approve Minutes of 5/24/2016 and 6/2/2016.**

108 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard approved minutes from 5/24/2016 as**
109 **amended.** The motion passed 2-0. On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard**
110 **approved minutes from 6/2/2016 as amended.** The motion passed 2-0.

111

112 **11. Other Business.**

113 Ms. McMains asked if Mr. Odit received the information from Charlie Baker at the Chittenden County Regional
114 Planning Commission (CCRPC) about affordable housing. Mr. Odit said he may have, saying he will look for it.
115 Ms. McMains said affordable housing has been a big part of our Town Plan, but we haven't been able to do
116 anything about it and CCRPC recognizes that. Mr. Odit said he would take a look.

117

118 Mr. Odit gave the Selectboard an update on the Highway Garage, noting what work is recommended by the
119 construction company and the structural engineer. He discussed the two options, noting both involve cutting the
120 steel back to a certain height, patching in a new steel beam, and tying it to the floor. Mr. Howe clarified it would
121 not be removed, just buttressing it. Mr. Odit clarified what is needed, saying the consensus seems to be that it
122 does not need to be completely replaced. He said using the simplified approach, which this welder has done for
123 the Town of Bristol ten years ago, is \$15,000 to \$20,000. He said discussed the approach suggested by the
124 structural engineer, saying if we do all that work, he will sign off on it. Mr. Howe asked why is he recommending
125 the additional work. Mr. Odit explained that he feels the way the structure ties into the concrete will prevent it
126 from splaying out, noting that approach could be \$37,000 to \$45,000, or more. He and the Selectboard
127 members discussed the matter further. Mr. Odit said he and Doug suggest using the simpler approach at first
128 and go from there. Mr. Howe clarified the engineer did not find any indications of structural failure on the slab
129 or the foundation work. Mr. Odit agreed, discussing the overall building condition with the Selectboard
130 members. Ms. McMains suggested speaking to Bristol to see how that worked for them. Mr. Odit agreed.

131

132 On a **motion** by Mr. Howe, seconded by Ms. McMains, **the Selectboard appointed Stew Brinegar and Dan**
133 **Treinis to the Trails Committee with terms ending in 2019.** The motion passed 2-0.

134

135 **12. Approve Warrants of 5/3/2016, 5/12/2016, 5/18/2016, 5/27/2016, and 6/10/2016.**

136 The Selectboard members present signed the warrants.

137

138 On a **motion** by Ms. McMains, seconded by Mr. Howe, **the Selectboard adjourned at 8:14 p.m.** The motion
139 passed 2-0.

140

141 Respectfully Submitted,
142 Amy Richardson