

Memo

Date: November 19, 2012

TO: Selectboard

FROM: Richard McGuire

RE: Manager's Report

The following is a brief report on various issues, agenda items, projects or activities. It is not intended as a comprehensive update of all projects underway.

1. Call to Order
2. Minutes – Minutes for the meeting held on November 5, 2012 are available for review.
3. Public Comment - According to State Statutes, the Board must make time for public comment at each regular meeting. Subjects may include any item, whether or not the issues are on the agenda.
4. Medical Marijuana Dispensaries - Included with the agenda packet is a memo dated November 19, 2012 from Planning Director, Ken Belliveau concerning the issue of medical marijuana dispensaries. This issue had been referred to the Planning Commission months ago by the Selectboard with the request that the Commission investigate the issues. The memo outlines the issues and the Planning Commission is looking for further direction before proceeding to further. It appears there are three options: do nothing and let the state decide; ban dispensaries; regulate dispensaries. No formal action is anticipated.
5. Loan Application Amendment - Sewer Pump Station - Included with the agenda is a memo dated November 13, 2012, from Bruce Hoar. Also included is the application form for a Construction Loan. You may recall that by vote of the town in March 2011, \$1,500,000 was approved for repairs and improvements to the public sewer system. Several projects were planned including work on the River Cove Road and Industrial Avenue pump stations. This work has been bid out and it appears that the cost for this work exceeds what the Selectboard have previously approved but is less than what was authorized. In order to move forward with the project, the Board, the following resolution is suggested:

MOVE to approve an amendment to the existing construction loan application for the River Cove Road and Industrial Avenue Pump Stations.
6. Policy on Use of Environmental Reserve Fund - Included with the agenda is marked up revised draft. The changes indicated have been proposed by the Conservation Commission. Should the Board wish to adopt the policy, the following resolution is suggested:

MOVE to adopt the Policy on Use of the Environmental Reserve Fund as recommended by the Conservation Commission.

7. Budget Review FY 2014 - Copies of the proposed Capital Budget and Program will be distributed Monday evening. A verbal overview of the budget will be provided. Detail review of the budget will be scheduled at the same time as the operating budget review. No formal action is anticipated.
8. Town Manager's Report
 - a) Future Issues - A list of future agenda issues is included for your review.
 - b) Financial Report - Included is a report from Finance Director, Susan Lamb detailing the town's finances through the end of October 2012.
 - c) Public Works Facility - Staff has worked with CSWD staff and our consulting engineer. Our engineer has concluded that the water table on the CSWD land is high making site work for a new Public Works facility expensive, even if additional land is acquired. Staff is continuing to explore options with other property owners in the area. Meetings are continuing with the engineering firm to develop preliminary costs for construction.
 - d) Local Options Tax - Included is a report of receipts to date for the current fiscal year.
 - e) Corridor Study Public Meeting - A meeting is scheduled for Tuesday, November 20, 2012 at 7:30 p.m. to present alternative design concepts for Industrial Avenue between Williston Road (Route 2) and Essex Road (Route 2A). The meeting will be held at the Town Hall meeting room.
 - f) MS4 Permit - The Town has received notice that the Vermont Agency of Natural Resources has received a Municipal Separate Storm Sewer System (MS4) permit from the Environmental Protection Agency. Included is an announcement of a workshop to review the details. Staff will be attending. Staff has not yet seen information on the permit requirements but indications are it will require municipalities to undertake testing of state waterways. This raises a major concern over the town being mandated to cover the costs of waterways that by state law are considered as waters of the state. This has the potential to be a substantial cost to the Town as well. Several municipalities are considering joining together to explore a court appeal should this requirement be included in the permit.
9. Other Business
10. Adjournment

Please note: If an Executive Session is needed the following motion is suggested:

To discuss (Name of Topic) which involves (labor relations, negotiations, civil action) where premature knowledge would place the Town at a substantial disadvantage and invite (name of persons other the Board) to attend.

Selectboard Goals for 2011 - 2012

- Create a sustainable budget
- Utilize different forms of communication in order to increase or facilitate greater public input/information.
- Consider affordability for the individual and community in each decision.
- Complete an assessment of the Town's demographics and study the changing needs and needs not being addressed.
- Adopt and implement the Town Plan and report progress in accomplishing the goals outlined in the plan.
- Reach a decision on the town's storm water management policy.

Please note the current vacancies exist on Town Boards:

Term Length	<u>Vacancies</u>	Term Expires
5 yr	Cemetery Commission	2016
3 yr	Community Justice Board	2014
4 yr	Planning Commission	2014
4 yr	Planning Commission	2015
Indef	Affordable Housing Task Force	NA