

Joint Meeting Town Working Group & Village Working Group

December 12, 2016 – 8:30 a.m. – 344 VT15 West

All minutes are draft until approved by this committee; please check future minutes for approval of these minutes.

Meetings may be videotaped and such recordings are held by Green Mountain Access Television (GMATV).

recording info: PO Box 581, Hyde Park, VT 05655; info@greenmountainaccess.tv or 802-851-1592

Present: Tim Yarrow, Lucy Hankinson, Susan Bartlett, Dan Young, Jim Fontaine

Absent: Ken McPherson

Staff and Others Present: Ron Rodjenski

1. Agenda Review, Additions and/or Deletions, Approve - Lucy opened the meeting at 8:42 a.m. asked if there were any changes to the agenda; none made.
2. Open Public Comments * limited to a total of fifteen (15) minutes, five (5) per person - No public comment received.
3. Town Working Group, reports by Chairs - Tim reported that Carol Robertson will attend the January 23rd group meeting. Lucy and Tim provided donuts and coffee, which were enjoyed by all.
4. Discussion on process and level of detail in official minutes –
 - Question on whether detailed minutes could raise legal and liability concerns for members, especially if called to remember prior statements under questioning or in a future legal proceeding.
 - Only meeting the minimum level of detail required by the Open Meeting Law doesn't provide the public with information on how decisions are reached and does not provide backup for future actions; it is good for government to be transparent in its process.
 - Could a set of official minutes that had the minimum requirements be posted and then a more detailed set of meeting notes to be kept on file?
 - Detailed minutes were important to jog his memory.
 - Committee minutes are available in draft form shortly after the meeting, so they could be sent to members for review before posting.
 - Remembering the discussion through detailed minutes was helpful.
 - The public should be able to read minutes and see where a topic is headed from meeting to meeting, which could help draw more people into future meetings.
 - Detail is educational to those that don't attend every meeting and education is part of the process of government, especially if this group does not get to an action item, then future committees could review the minutes as a starting point.
 - Consensus to try bulleted list of points made without linking to an individual comment.
5. Minutes: Motion by Susan to approve the November 28, 2016 minutes, as written. Seconded by Jim. Voting: 4 in favor, 0 against, 1 abstention (Tim), motion passed.

6. Discussion of process to develop committee recommendations

- A road list should be developed with information on each road such as traffic volume, conditions, goals for the road, if any in the Town & Village Comprehensive Plan, infrastructure needs and priorities, and other characteristics. A column could also briefly describe why decisions to move forward, or not, are made.
- Focus on water main improvements from reservoir to Main Street.
- Need coordination of all improvements to make most efficient use of town and village resources.
- 2012 Comprehensive Plan calls for sidewalk and accessibility improvements as a high priority for the Village.
- An analysis is needed of which segments of sidewalk need improvement; including potential temporary repairs that provide 10 to 15 years to implement comprehensive projects.
- The forthcoming water system and wastewater system studies that the Village is working on will be helpful to identify priorities. The Village rate system can be more fully discussed when Carol Robertson visits at the next meeting, including what state properties are currently paying for water and sewer use.
- Bonding for capital water and sewer will include all properties serviced by those systems, including public properties.
- One segment at a time, considering the number of layers to reconstruct, might be an option. Or, the entire water system at once might be done, with some forethought on road elevations and need for temporary repairs until surface layers can be completed.
- Temporary repairs could be pursued with the bike & pedestrian improvements reserve account, if the Selectboard agrees. Temporary repairs would address immediate accessibility and safety issues while longer term major reconstruction plans are implemented.
- A high priority section for temporary repairs could be the post office to opera house.
- Identifying needs is an important first step in the process.
- Connecting the north side of Route 15 to the south side is a goal of the 2012 Plan so listing that project, with all other capital needs, is necessary before setting priorities.
- Factoring in level of use, criticality, and public needs and support for projects will be necessary to make recommendations. More data collection is needed and a list of roads can be reviewed at the next meeting.
- Ron will update Jim's draft road list and send around to members before the next meeting.

7. Next Meeting: Monday, January 23, 2017 at 6:00 p.m. in the Community Meeting Room.

8. Adjourn: Motion by Jim to adjourn at 9:50 a.m. Seconded by Tim. Voting: 5 in favor, 0 against, motion passed.

Submitted by Ron Rodjenski