

**Town of New Haven Selectboard Meeting**

**7:00 pm**

**Town Offices**

**Tuesday, September 20, 2011**

Present: Chair, Kathy Barrett, Roger Boise, Kathleen Ready, Charlie Roy, Treasurer, Barb Torian and Clerk, Pam Kingman

Absent: Vice Chair, Pam Marsh

Visitors: Terry McKnight, Susan Smiley, Jerry Smiley, Rod Case, Suzy Roorda and Michelle Fouts

**AGENDA RESULTS:**

**VISITORS BUSINESS:**

1. **Executive Director, Terry McKnight of Addison County Community Trust** is here to give a presentation on Jerry Smiley's **Proposed Elderly housing** on Town owned 3 acre parcel on North St. (former Sleeper property). Terry gave an overview of Addison County Community Trust (ACCT) they are a private non-profit group since 1989. Starting in 2001 they started focusing strictly on housing. They have helped develop housing complexes with affordable apartments as well as helping folks purchase affordable homes. They also operate 9 of the mobile home parks within Addison County. They are currently finishing up a 25 unit elderly housing project in Vergennes. This was largely funded from tax credits through the Federal Government – which is typically banks. Vergennes also used a HUD 202 which is specifically designed for elderly housing; the 202 piece must show a need for the housing. HUD agreed to fund 8 out of the 25 units. They actually have 50 people in need of elderly housing and they only will have 25 units. They are currently looking to purchase additional property in Vergennes, and maybe another 30 unit building in Middlebury. There is not much by way of affordable elderly housing units in Middlebury. When they do build a unit, they work closely with Housing Vermont who provides project managers, etc. and they share the fees. ACCT owns 1 tenth of 1% of the building, the rest is owned by investors but ACCT manages the building. Currently ACCT is trying to put together towns where there is a need and build the number of units that works for each town. It is easier to get funding when the towns form a consortium for a greater number of units in a project, which may be located in each town in the consortium. Through HUD and Rural Development there are grants available. They then underwrite the construction and any tenants that qualify; and subsidize the rents for those who qualify. There is also a tax credit program available; the state allocates money, you approach them yearly with a plan. By using tax credits, you don't have to pay the money back. Using HUD, you must pay back within 30 years. Discussion what the unit may look like in New Haven, Terry is proposing a single story U shaped unit, this would allow for a gathering space for residents in the center. The units would mostly consist of one bedroom apartments, as that is where the demand is. This project does not necessarily have to be on town property, they have had parcels donated to them in other towns or have paid up to market price. If it were to be built on town owned property, ACCT would own the building, and the town would do a long term lease on the land. Terry said they do try to give

priority to town residents who are in need of the space. ACCT does have maintenance staff for upkeep of the buildings. Time frame for this kind of project would mean acquiring all the financing during 2012, construction starting in the spring of 2013. Discussion about whether the town can legally make this land available, and if the town can compete with other entities.

2. **Planning Commission member, Rod Case here representing the Planning Commission** about a Planning Grant offered by Addison County Regional Planning Commission. The grant would be \$8,000 toward a study on Highway Commercial along the Route 7 corridor in New Haven. The only cost to the town would be the in-kind expense of a clerk for the meetings, which we currently have, so it would not increase the town's cost. ACRPC is hoping to get each town in Addison County on board. The PC is asking for the Selectboard to approve and sign the Resolution for Municipal Planning Grant. Roger Boise made a motion to approve the Resolution for Municipal Planning Grant for \$8,000 through Addison County Regional Planning Commission. Motion seconded by Charlie Roy. 4 yes / 0 no
3. **Michelle Fouts** – Attended the Development Review Board meeting last night, she is hoping to purchase a home on Rivers Bend Road, and open an early childhood education center serving children with autism and developmental and social / emotional issues; thus providing an early intervention program. It will help with the kids' future as they are mainstreamed. The facility would serve up to 12 kids, with 3-4 adults, possibly up to a staff of 6 including her. There are no planned changes to the house; she wants it to remain like a home, and not a clinical location. The house is currently located in Rural Agricultural 2 (RA2). If a Conditional Use permit were to be issued, Ms. Fouts must be licensed through the Vermont Department of Education, she is not offering a school equivalent, and she is offering preschool. The range in age will be birth to 6 years. What Ms. Fouts wants to do doesn't qualify in the New Haven zoning regulations under Section 518: Special Public Use Exceptions, as these exceptions are state law. The Selectboard does have the authority to implement interim zoning. If this were approved; it would be good for 2 years as long as the Planning Commission hasn't changed the zoning within 2 years. The Selectboard has been instructed by ACRPC member, Adam Lougee to use interim practices wisely. Kathy Barrett, who is also a DRB member, said the DRB felt badly there was nothing they could do to help make this work, and the DRB suggested Ms. Fouts come to the Selectboard meeting. Kathleen Ready has concerns that this is being rushed through, she would have preferred to have had a chance to review the situation prior to making a decision tonight; and feels that the matter should be looked at by our town attorney. Kathleen Ready made a motion to clarify the matter with town attorney, Cindy Hill about the special use Section 518, to see if Michelle Fouts' project is a public use exception; can it have a technical change? There was no second to this motion. Roger Boise made a motion to contact the town attorney, Cindy Hill to find out the appropriate avenue for changing Section 518 of the New Haven Zoning Regulations, and if need be, to warn a hearing in 15 days for an interim zoning change. Motion seconded by Charlie Roy. 3 yes / 1 no (Ready)

#### **TOWN OFFICE BUSINESS:**

1. **Suzy Roorda – Town Hall Applications: 1)** Roger Boise made a motion to approve an application from Kathleen Ready to use the cafeteria for the Democratic Caucus on Wednesday, September

28, 2011 @ 5:30 pm, seconded by Charlie Roy. 3 yes / 1 abstention (Ready)

2) Kathleen Ready made a motion to approve an application from Chris Wilson to use the gym for soccer practice in the gym and meetings in the cafeteria starting on Tuesdays at the end of October through December, motion seconded by Charlie Roy. 4 yes / 0 no

3) Kathleen Ready made a motion to approve an application from Donna Smith and Betsy Bathalon for a baby shower in the gym on Saturday, October 8, 2011, seconded by Charlie Roy. 4 yes / 0 no

4) Equine 4H leader, Brenda Currier has requested that she not have to fill out an application every year. This makes it more difficult for Events Coordinator, Suzy Roorda, because they are filed by year. Suzy will request a new application be filled out.

5) Request of funds for the annual town Halloween Party to be held on Saturday, October 28, 2011 from 1 – 3 pm in the gym. Suzy has placed an order with Oriental Traders for costumes, snacks and treats, the balance of the money will be spent locally. Kathleen Ready made a motion to approve paying reimbursing Suzy Roorda for \$118.19, for the purchase of Halloween party items; Suzy will turn in all receipts following the party. Motion seconded by Charlie Roy. 4 yes / 0 no

2. **Office Computer request:** Two computers (Town Clerk Assistant's and Events Coordinator/Auditor) in the office are on the verge of becoming nonfunctional. A quote from Forte Computers for two is \$1044, including set up and transfer of data. Kathleen Ready made a motion to approve the purchase of two computers, using money from the computer fund, seconded by Charlie Roy. 4 yes / 0 no
3. **Emergency Management Survey:** After Hurricane Irene Struck Vermont, Emergency Management Coordinators, Barb Torian and Pam Marsh found out a lot of the information they have is out of date for such things as contacts, and folks that could help out in a disaster, just to name a couple. They would like to make up packets to find people in town who have skills that could be utilized during a disaster.
4. **Lister hours – Fund request:** With three active listers helping with the reappraisal and taking on projects to get organized, they have found they are close to going over budget. They are requesting an additional \$5,000 to get them through the remainder of the year. The listers are currently researching tax maps, and are planning on waiting until next year to order updated ones, so this would allow for an extra \$2500 in their budget. The Selectboard agreed the listers should delay getting the tax maps, and can use the map money towards their pay.
5. Barb Torian said the 911 Coordinator budget is almost depleted as well.
6. **Town Hall Lift –** The lift is still not substantially complete like was first thought. All Ways Accessible neglected to put in the call stations, the switch panel needs to be replaced and at the moment the lift is not operational. The doors had to be realigned, which has now cost the town \$900. Pam Kingman will contact town attorney, Cindy Hill to get her advice on withholding the substantial completion check.

#### **TREASURER'S REPORT:**

1. **Payroll –** Roger Boise made a motion to approve payroll for the week ending 9/3/11, in the amount of \$4,131.79, seconded by Charlie Roy. 4 yes / 0 no

2. Payroll – Charlie Roy made a motion to approve payroll for the week ending 9/10/11, in the amount of \$5,679.15, seconded by Roger Boise. 4 yes / 0 no
3. Payroll – Kathleen Ready made a motion to approve payroll for the week ending 9/19/11, in the amount of \$3,383.80, seconded by Charlie Roy. 4 yes / 0 no
4. Pay Orders – Charlie Roy made a motion to approve the pay orders for the week ending 9/12/11, in the amount of \$145,309.12, which includes North St. paving. Motion seconded by Roger Boise. 4 yes / 0 no
5. Pay Orders – Charlie Roy made a motion to approve pay orders for the week ending 9/20/11, in the amount of \$374,070.77, which includes the tax anticipation note. Motion seconded by Roger Boise. 4 yes / 0 no

#### **ROAD COMMISSIONERS REPORT:**

1. **Road Update:**
  - Our Crew went to Hancock to help them rebuild roads after Hurricane Irene. Next week we will be helping out Rochester.
  - McCullough's is in the town pit getting summer gravel
  - Finishing up Daniels Road
2. **Equipment Update:**
  - One ton dump truck needed new cylinder, this was done at Iroquois; also had some welding done on the same truck at Sargents.
  - Currently getting prices for a new truck
3. There has been an ongoing issue with snow melting off of the Town Hall building and channeling into the cafeteria. Every year the road crew needs to come in with a loader and remove the snow before it starts to melt. Price quote from D & F Paving would include: Preparing the south side of the building, seal joint at building, remove any lumps in pavement, and repave to channel water away from building. Total cost \$3500. Pam Kingman will contact Town Attorney, Cindy Hill to review the Town / School Agreement to see who may be responsible for fixing this.
4. As discussed and budgeted for; there has been a water issue in the town garage, water pools up in the break room area instead of draining out of the building. The floor has been re-cemented and sealed to draw water out.

#### **NEW BUSINESS:**

1. Roger Boise made a motion to go into executive session to discuss a personnel issue at 10:25 pm, seconded by Kathleen Ready. 4 yes / 0 no  
Charlie Roy made a motion to come out of executive session at 10:40pm, seconded by Roger Boise. 4 yes / 0 no

#### **REGULAR BUSINESS:**

1. Roger Boise made a motion to approve the minutes from 9/6/11, seconded by Kathleen Ready. 3 yes / 1 abstention (Roy)

**OTHER BUSINESS:**

- 1. Palmer R.O.W
- 2. Ancient Roads

**MISC. CORRESPONDENCE:**

- 1. John Madden - Correspondence
- 2. State of Vermont Public Service Board – Net Metered Power Systems – application from James Schaefer
- 3. King & King – CVPS request for extension of time on Otter Creek Hydroelectric project


Adjourn: 10:45 pm

Respectfully submitted:

Pam Kingman

Approved:

  
 Chair, Kathy Barrett

  
 Roger Boise

\_\_\_\_\_  
 Kathleen Ready

  
 Charlie Roy