

# **Milton Selectboard Meeting**

**October 6, 2014 at 6:00 p.m.**

**Municipal Building Community Room**

**Use of cell phones is prohibited during the meeting. Please shut them off or silence them.**

## **AGENDA**

**I. Call to Order**

**II. Flag Salute**

**III. Agenda Review**

**IV. Public Forum**

*The Public Forum will be limited to five minutes per person. All participants must sign in and clearly state their name. No action will be taken on items raised until a subsequent meeting (if action is needed by the Selectboard).*

**V. Appointments and/or Resignations**

**A) Community Champion Awards Committee – 1 Year Term**

*(Consider Application and Appointment)*

**Jennifer Taylor, Applicant**

**VI. New Business and Department Items**

**B) US 7 Corridor Study Presentation and Public Comment**

*(Presentation and Public Comments)*

**Brian Palaia, Town Manager, Jason Charest, CCRPC Project Manager,  
and Joe Barr, NE Planning Environmental/Traffic Lead**

**C) Joint Meeting with Planning Commission**

*(Discussion)*

**Selectboard, Commission, and Staff**

**D) Recreation Facilities Grant Application Authorization for a Dog Park**

*(Consider Authorizing Grant Application)*

**Brian Palaia, Town Manager and Kym Duchesneau, Recreation Coordinator**

**E) Employee Professional Code of Conduct**

*(Consider Approving Code of Conduct Policy)*

**Brian Palaia, Town Manager and Ann Janda, Management Fellow**

**F) Transportation Alternatives Grant Authorization for Sidewalk Gaps**

*(Receive and Consider Public Comment and Possible Authorization of Application)*

**Brian Palaia, Town Manager and Roger Hunt, Public Works Director**

- G) Bid Award for Everest Road Reconstruction**  
*(Consider Authorizing Bid Award)*  
**Brian Palaia, Town Manager, and Roger Hunt, Public Works Director**
- H) Bid Award for Algonquin Reef Intersection Reconstruction**  
*(Consider Authorizing Bid Award)*  
**Brian Palaia, Town Manager, and Roger Hunt, Public Works Director**
- I) Education Property Tax Reform Resolution**  
*(Discussion of Draft Resolutions and Possible Action)*  
**Brian Palaia, Town Manager**

**VII. Old Business**

- J) Update on US-7 / Middle Road / Railroad Street Intersection**  
*(Update on Communications Related to this Project)*  
**Brian Palaia, Town Manager**

**VIII. Reconsideration**

**IX. Manager's Update**

**X. Potential and/or Future Agenda Items**

**XI. Minutes of September 22, 2014**  
*(To approve with or without corrections)*

**XII. Minutes of September 29, 2014**  
*(To approve with or without corrections)*

**XIII. Warrant/Report #7**  
*(To approve with or without corrections)*

**XIV. Possible/Anticipated Executive Session per V.S.A. Title 1 Section 313**

**XV. Adjournment**

Posted **October 3, 2014** on the official bulletin board in the lobby of the Municipal Building; to the Town website; emailed to the Burlington Free Press, Milton Independent, Lake Champlain Access Television, Fox 44 News, WPTZ, and WCAX; and posted in two other places within the Town of Milton and filed with the Town Clerk.

Signed:   
**Brian Palaia, Town Manager**

# VACANCY APPLICATION FORM

TOWN OF MILTON BOARDS, COMMISSIONS, COMMITTEES & OFFICERS

RECEIVED

Pursuant to the Milton Town Charter, applicants' names for board, commission, committee, and officer positions listed in §306 are subject to disclosure in the Selectboard Minutes. The Selectboard retains the option of conducting the interview in Open Meeting or in Executive Session. Disclaimer: the content of this application may be considered public record and may be subject to disclosure under State and Federal law. This application only applies to positions covered by the Town's Vacancy Policy. Submit your complete application to the Town Manager's Office at 43 Bombardier Rd. Milton, VT 05468 (M-F 8 a.m. to 5 p.m.) or by e-mail to bcomstock@townofmilton.org.

Full Legal Name: Jennifer Taylor Preferred First Name: Jenn

Position Sought: Community Champion Awards Comm Term: One year

Legal Address: 78 Arrowhead Avenue, Milton VT 05468

Mailing Address: \_\_\_\_\_

Telephone Number(s): 802 233-7975

E-mail: JCLTaylor@gmail.com

Are you a registered voter in the Town of Milton? \* Yes

\*Applicants for the offices of Zoning Administrator, Health Officer, Town Attorney, Pound Keeper and Planning Director are not required to be legally registered voters in the Town of Milton.

To complete your application, you must submit the Criminal Background Information form attached to this application as well as the Supplemental Information form (or a cover letter) which includes the following:

- Any prior municipal or public service;
- Your motivations; and
- Any beneficial qualifications.

## CONFLICTS OF INTEREST & ETHICS ACKNOWLEDGEMENT

By initialing here JCT you acknowledge that you have read and understood the *Town Charter's* provisions on conflicts of interests & ethics that are attached to this application.

## CONDUCT ACKNOWLEDGEMENT

By initialing here JCT you acknowledge that you have read and understood the Town's *Guidelines and Ground Rules for Committees, Commissions and Boards* attached to this application.

## ACCURACY ACKNOWLEDGEMENT

By signing here you acknowledge: All information provided is accurate and complete to the best of your ability; and, you understand the Selectboard has the authority to remove members appointed by them in accordance with the *Milton Town Charter, Administrative Code* and Vermont State Statute, as applicable, for misrepresentation of any statement made on this application.

Signature: Jennifer Taylor Date: 9/21/14

## OFFICE USE ONLY

Applicant has been notified by AJ (staff name) via email (phone/e-mail) on 9/24/14 (date) to attend the Selectboard meeting on 10/6 (date). Applicant confirmed on 9/25/14 (date). The position being sought does (requires/does not require) that the applicant be a legal voter of Milton. Voter registration verified by AJ (staff) on 9/23/14 (date). If incumbent, last year's attendance record is \_\_\_\_\_

Background check completed 9/25/14 - AJ

## SUPPLEMENTAL INFORMATION

(You may use this page or enclose your own cover letter covering the topics below.)

### Prior Municipal or Public Service:

If applicable, please list and prior municipal or public service experience you have had.

N/A

### Motivations for Service

Please explain why you would like to serve your community.

I would like to serve our community by participating on a committee that recognizes our town members / businesses that promote and inspire growth. As Milton balances on the edge of growth, it is important to recognize those who continue to give back to our community. Our family moved to Milton 7 years ago. Since then, we have come to view Milton as our home town. The citizens have enveloped us with warm smiles & kind words. The Community Champion Award Committee is how I can return those warm smiles & kind words. To me, the formation of the Committee represents unity, strength, optimism, growth, and inspiration. It would be a privilege to serve our town on this committee.

### Beneficial Qualifications:

Please list any qualifications you have that would be a benefit to the position sought.

We have two young children in our family which has allowed us to be very active in the community. We have participated in town events such as, the community dinners, Girl Scouts, PTA, Elementary School events, Milton Youth Soccer, and more. Our family's involvement in these events has allowed me the benefit of meeting many of our town members. I also bring a positive attitude, level head, and desire to see the good in all people.

## CRIMINAL BACKGROUND FORM

Full Legal Name: Jennifer R. Taylor

Previous Names or Aliases: Dumas

Date of Birth: 01/20/1975

### CRIMINAL CONVICTIONS RECORDS HISTORY AUTHORIZATION

By signing here you understand that a Criminal Convictions Records History will be obtained by the Town of Milton's Duly Authorized Agent from the Vermont Criminal Information Center, as permitted by law.

Signature: Jennifer Taylor

Date: 9/21/14

Do you have any Criminal Background? ☐ YES ☒ NO

### Explanation of Criminal Background

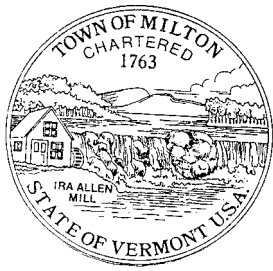
*If yes, please list the details of any criminal offenses, violations, charges, or convictions (other than minor traffic violations), including where and when the offense(s) occurred.*

# **US 7 Corridor Study Presentation and Public Comment**

**Jason Charest, CCRPC Project Manager  
and  
Joe Barr, NE Planning Environmental/Traffic Lead**

# **Joint Planning Commission Meeting**

**Brian Palaia, Town Manager and  
Katherine Sonnick, Planning Director**



# TOWN OF MILTON, VERMONT

## Legislative and Fiscal Analysis of Requested Selectboard Actions

### Vermont Recreational Facilities Program –

#### Grant Funding Opportunity:

#### Milton Community Dog Park

October 6, 2014

#### Legislative Analysis:

A Milton Dog Park project is being requested to provide the public with a secure, off-leash area where visitors can let their dogs run and socialize. The project has support from community members and local pet-related businesses and organizations. In the Town of Milton 20-Year Recreation Master Plan (2007-27), accepted by the Milton Selectboard in 2007, a Dog Park was identified as a recreation facility residents would like to see in Milton. Currently, Milton residents must travel to other communities to use dog park facilities and many pet owners bring their dogs to Bombardier Park and let them run off-leash for exercise, fresh air and socialization. Although discouraged, some pet owners allow their dogs to run in the fenced in baseball fields in Bombardier Park. If pet owners neglect to pick up after their pets (bag stations are available throughout the Park), this becomes a health/safety issue for those playing ball on the fields. The same health/safety concern occurs on the multi-purpose playing fields. The creation of a Dog Park will provide a healthier and safer environment for those playing on fields, provide a designated enclosed area for canine friends to exercise and socialize, and allow Milton residents to enjoy all of this without having to leave their own community. The Town budgeted to create and construct a Milton Dog Park with funds raised from property tax levy in Fiscal Year 2014. Additional funds will also be raised by a group of dedicated, dog loving Milton residents.

#### Fiscal Analysis:

The matching funds (\$23,599) are available in Impact Fees and were budgeted and approved towards a Dog Park from the budget process for Fiscal Year 2015. The grant would make it possible to complete these improvements and free up some capital reserve funds for other use. The Recreational Facilities Grant Program requires a 1:1 match. Please see below for a breakdown:

Town of Milton and Grant	Funds:
Fencing	28,000
Dog Bag Stations (4)	1728
Benches (4)	2400
Garbage & Recycle Cans (6)	990
Site Clearing/Install (staff)	6000
Trucks & Equipment	5580
Materials	2500
<b>Total</b>	<b>47,198</b>

Fundraising Funds:	
Signage	500
Agility Stations (6)	2400
<b>Total</b>	<b>2900</b>

<b>Grand Total:</b>	<b>50,098</b>
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**VT Recreational Facilities Grant:** \$23,599

**Town of Milton (Impact Fees):** \$23,599

**Fundraising (“Friends Group”):** \$2,900

**Total Project =** \$50,098



# Resolution

## TOWN OF MILTON

### Recreational Facilities Program – Grant Funding Opportunity

**WHEREAS**, the Milton Selectboard accepted Policy 96-01 which requires a resolution be adopted by them at a duly scheduled Selectboard meeting for submission, acceptance and expenditure of grant funds; and,

**WHEREAS**, the Vermont Department of Buildings and General Services is accepting Recreational Facilities Grant Program applications for funding with a 1:1 match to provide municipalities and non-profit organizations capital costs associated with the development and creation of community recreational opportunities to stimulate the creation and development of recreational opportunities in Vermont Communities; and

**WHEREAS**, Recreation Staff believes it is in the best interest of the Town to request the Milton Selectboard to authorize the Town Manager to execute the necessary documents related to the submission of an application, acceptance and expenditure of funds and process the necessary budget amendments for grant funding up to \$23,599 to create and construct a community Dog Park in Bombardier Park on Park Place; and,

**WHEREAS**, Staff believes it is in the best interest of the Town to use Impact Fees funding for this 1:1 match; and,

**NOW THEREFORE BE IT RESOLVED**, the Milton Selectboard authorizes the Town Manager to execute the necessary documents to submit the funding opportunity application to the Department of Buildings & General Services, Recreational Facilities Grant Program with all funding to be used as noted herein and if granted, accept and expend, and make the necessary budget amendments.

**Dated at Milton, Vermont this \_\_\_\_\_ day of \_\_\_\_\_, 2014**

### MILTON SELECTBOARD

\_\_\_\_\_  
Darren Adams, Chairperson

\_\_\_\_\_  
John Gifford, Vice-Chairperson

\_\_\_\_\_  
John Bartlett, Clerk

\_\_\_\_\_  
Brenda Steady

\_\_\_\_\_  
Stuart King

**Filed with the Milton Town Clerk's Office this \_\_\_\_\_ day of \_\_\_\_\_, 2014**

**Attest:** \_\_\_\_\_  
Milton Assistant Town Clerk



# TOWN OF MILTON, VERMONT

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Brian M. Palaia, Town Manager • 43 Bombardier Road, Milton, VT 05468-3205  
bpalaia@town.milton.vt.us • Telephone 802-893-6655 • Fax: 802-893-1005

October 6, 2014

Chrissy Gilhuly  
Department of Buildings & General Services  
2 Governor Aiken Ave.  
Montpelier, VT 05633-5801

Dear Ms. Gilhuly,

I am writing this letter to certify that \$23,599; the 50% match required to be provided by the Town of Milton for the Recreation Facilities Grant Program application is available and has been authorized by the Selectboard of the Town of Milton for this expenditure.

I am also committing that Kym Duchesneau; Recreation Coordinator for the Town of Milton will be the primary point of contact for the application and can be reached at kduchesneau@town.milton.vt.us or by phone at 893-4922.

Sincerely,

Brian Palaia  
Town Manager  
Milton, Vermont



## **TOWN OF MILTON, VERMONT 05468-3205**

Recreation Department • 43 Bombardier Road • 802-893-4922 • Fax: 893-1005

Email [Kduchesneau@town.milton.vt.us](mailto:Kduchesneau@town.milton.vt.us) Web Site: [www.miltonvt.org/recreation](http://www.miltonvt.org/recreation)

October 6, 2014

Chrissy Gilhuly  
Department of Buildings & General Services  
2 Governor Aiken Ave.  
Montpelier, VT 05633-5801


Dear Ms Gilhuly:

Thank you for the opportunity for the Town of Milton Recreation Department to apply for the 2014 Recreational Facilities Grant Program offered through the State of Vermont Department of Buildings & General Services. On behalf of the Milton community, I would like to extend my sincerest appreciation for the previous grant funding the State of Vermont has provided for past projects in Milton's Bombardier Park. Your previous investment in Bombardier Park has been crucial in revitalizing the weathered recreational facility, which now has updated playground equipment, swings and shade structure, renovated tennis courts, and electricity in the Milton Outdoor Performance Center. Bombardier Park has become a destination for Milton residents and visitors alike to enjoy organized and leisure recreational activities, and for that the community is grateful.

Enclosed please find the grant application cover sheet and checklist as well as supporting documents regarding the creation and construction of a community Dog Park within Milton's Bombardier Park. With the enclosed documents, we respectfully request a grant of \$23,599. Funding from the Recreational Facilities Grant Program is important to the Milton Recreation Department, and the Town of Milton as a whole, to provide residents with a safe and reliable place for their dogs to run off-leash. A Milton Dog Park will undoubtedly invite Milton community members, visitors and their canine friends to get outside, be active, socialize, enjoy their surroundings with family and friends, and will provide a healthy and safe environment for all who visit the Park.

Please feel free to contact me if you have any questions, concerns or need additional information. Thank you again for your consideration and I look forward to hearing from you soon!

Sincerely,

  
Kimberly M. Duchesneau  
Town of Milton Recreation Coordinator  
[kduchesneau@town.milton.vt.us](mailto:kduchesneau@town.milton.vt.us)  
802.893.4922

2014 STATE OF VERMONT: RECREATIONAL FACILITIES GRANT PROGRAM

**APPLICATION COVER SHEET & CHECKLIST**

1. Name and address of the Sponsoring Organization or Municipality:  
**Town of Milton Recreation Department 43 Bombardier Rd. Milton, VT 05468**
2. Name of the Contact Person: **Kimberly M Duchesneau, Recreation Coordinator**
3. Phone Number: **802-893-4922** Email: **Kduchesneau@town.milton.vt.us**
4. Indicate your federal ID number: (if applicable) **03-6000573**
5. Amount Requested: **\$23,599**
6. Purpose (brief description): **Creation and construction of a Milton Community Dog Park**

<b>ATTACHMENTS CHECKLIST</b>		<b>✓</b>	<b>For Office Use</b>
A.	Provide a list of your Board of Directors and their terms of office on a separate sheet of paper, if applicable.	✓	
B.	If a non-profit, attach a copy of your IRS Determination (does not apply to municipalities).	n/a	
C.	<i>On no more than 3 pages please describe:</i>	✓	
	a) the history of the project;	✓	
	b) the group the project is intended to serve;		
	c) proposed timetable for construction and program start up;		
	d) specify how this money will be used by the project (breakdown of labor and material)	✓	
	e) effect on the project if the award is not granted; whether or not an award in an amount less than requested would be acceptable and, if so, what is the lowest amount that you feel would be helpful.	✓	
D.	Attach a maximum of 3 letters of support that represent the community support from Select Boards, City Council, Planning Commissions, Rec. Boards, Citizens at-large and School Boards supporting this project. <b>Reminder</b> – this grant process is designed to be simple and represent a community's desire; letters from local boards or citizens are preferred over letters from legislators or officials.	✓	
E.	Complete simplified budget form enclosed and attach supporting documentation that you have already raised one dollar from non-state funds for every state dollar that you are requesting. In addition, any evidence of a successful bond vote or a specific line item approved within a budget would be useful in gauging support. <b>In-kind contributions of labor and/or materials or other types of in-kind match are not allowed.</b>	✓	

F.	Please Include first 2 pages of the organizations form 990 (if applicable)	n/a	
G.	Attach any other information that you feel would be helpful in assisting the Committee in making an award determination. (Pictures and sketches are appreciated)	✓	

**Return 10 Copies (3-hole punched, unstapled and unbound) of the completed application cover sheet and attachments to:**

Department of Buildings & General Services  
2 Governor Aiken Avenue, Montpelier, VT 05633-5801  
Attn: Chrissy Gilhuly  
[christine.gilhuly@state.vt.us](mailto:christine.gilhuly@state.vt.us)

**STATE OF VERMONT**  
**Recreational Facilities Grant Program**  
**Project Budget Sheet**  
**DO NOT INCLUDE IN-KIND FUNDS**

**Name of Organization or Municipality:** Town of Milton Recreation Department

Dollars

**A. Total Capital Expenditure of project for which you are seeking funds:**

\$50,098

**B. Recreational Facilities Grant Program Request:**

23,599

**C. Funding Sources for this project:**

**1. Funding Sources: (please specify)**

<u>Project Funding</u>	<u>Source</u>	<u>Committed?</u> <u>(Y/N)</u>	
a. Donations		<u>N</u>	
b. Fundraising		<u>Y</u>	<u>2900</u>
c. Fees: <i>Impact Fees</i>		<u>Y</u>	<u>23,599</u>
d. Other:		<u>N</u>	
e. Grants (specify): <i>Recreational Facility Grant</i>		<u>N</u>	<u>23,599</u>
<b>TOTAL</b>			<b><u>50,098</u></b>

**\*\*The program is authorized to award matching grants up to \$25,000 per project, provided that grant funds shall be awarded only when evidence is presented by a successful applicant that at least one dollar has been raised from non-state sources for every dollar awarded under this program.\*\***

**CERTIFICATION**

We have ☐ have not **XX** applied for any other Building Community Grant this calendar year for this project.

If yes, please specify \_\_\_\_\_

We have **XX** have not ☐ received any other Building Community Grants in a previous year.

If you have, for what year did you receive your grant: 2012

What grant: Recreational Facilities Grant Amount Requested: \$18,690

If you have, for what year did you receive your grant: 2009

What grant: Recreational Facilities Grant Amount Requested: \$14,800

If you have, for what year did you receive your grant: 2008

What grant: Recreational Facilities Grant Amount Requested: \$5,800

I certify that the above statements are true and accurate to the best of my knowledge.

**Brian Palaia, Town Manager**

Printed Name:

Signature:

Date:





## **TOWN OF MILTON, VERMONT 05468-3205**

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Recreation Department • 43 Bombardier Road • 802-893-4922 • Fax: 893-1005  
Email [Kduchesneau@town.milton.vt.us](mailto:Kduchesneau@town.milton.vt.us) Web Site: [www.miltonvt.org/recreation](http://www.miltonvt.org/recreation)

October 6, 2014

### **Milton Selectboard Members:**

**Darren Adams** – Chairperson - term expires March 2017

**John Gifford** – Vice-Chairperson - term expires March 2015

**John Bartlett** – Clerk - term expires March 2016

**Brenda Steady** – term expires March 2015

**Stuart King** – term expires March 2015



## TOWN OF MILTON, VERMONT 05468-3205

RECREATION DEPARTMENT • 43 BOMBARDIER ROAD • 802-893-4922 • FAX: 893-1005  
EMAIL: [kduchesneau@town.milton.vt.us](mailto:kduchesneau@town.milton.vt.us) • Website: [www.miltonvt.org/recreation](http://www.miltonvt.org/recreation)

### History

A Milton Community Dog Park project is being requested to provide the public with a secure, off-leash area where visitors can let their dogs run and socialize. The project has support from community members and local pet-related businesses and organizations. The Town of Milton 20-Year Recreation Master Plan (2007-27), accepted by the Milton Selectboard in 2007, found that 13% of survey respondents listed a dog park as one of their top three choices for new recreation facilities they would like to see in Milton. The results are consistent with survey results in other Vermont communities, and will likely increase as the population continues to rise and new housing and commercial development consumes available open lands. Currently, Milton residents must travel to other communities to use their dog park facilities. In addition, many pet owners bring their dogs to Bombardier Park and let them run off-leash for exercise, fresh air and socialization and, although discouraged, some pet owners allow their dogs to run in the fenced in baseball fields. If pet owners neglect to pick up after their pets (bag stations are available throughout the Park), this becomes a health/safety issue for those playing ball on the fields. The same health/safety concern occurs on the multi-purpose playing fields as well. The creation of a dog park will provide a healthier and safer environment for those playing on fields and provide a designated enclosed area for canine friends.

Throughout the years, there has been great interest and discussion in regards to creating a dog park in Milton, however location has always been the major hurdle. Several possibilities in various parts of town have been explored yet have not come to pass. During the summer of 2014, a study was conducted to review the Town of Milton municipal campus buildings and surrounding acreage, the Town's needs and wishes for the future in the designated municipal area and the Town included a dog park on its list of desires. The study's consultants identified a two-acre, wooded area behind a Little League field in Bombardier Park's west side, for a dog park. Upon further review by Town staff, it was determined that this would be an ideal location for a Milton Dog Park. It is located on Town-owned recreational property, ample parking for visitors is currently in place, and there is ease of maintenance for Town staff due to its proximity to other municipal buildings and grounds. In addition, Bombardier Park is already a destination for community members, visitors and their dogs for other recreational activities as well as dog-exercising. The two-acre area designated for a dog park will be cleared by Town staff, however many trees will remain to offer shade and interest to the Park. A fence will be installed around the entire two-acre perimeter and will include a double fenced entry and a smaller fenced area for smaller dogs. The park will include benches for visitor seating, dog waste stations, signage, trash and recycling cans plus dog agility stations. A dedicated group of dog-loving community members will work with Town staff on this project and raise funds for dog park signage, dog agility stations and future needs.

## **TOWN OF MILTON RECREATION DEPARTMENT**

### **Population Served**

The Town of Milton is a vibrant, growing residential and commercial community whose population has increased to over 11,000 since the 2010 census and is now ranked the 8<sup>th</sup> largest community in Vermont. We are host to many exciting businesses, employers, organizations and events which makes our community a unique place to live, work and play. The Town is home to many pet friendly businesses such as Milton Veterinary Hospital, Vermont Large Animal Clinic, Cosmo's Cuts Pet Grooming as well as Pinebrook and Deja Vu Kennels. Since April 2014, the Town has issued 795 dog licenses and continues to register dogs each day. Although Milton is a somewhat rural town, community members are required to leash their dogs, which often makes it difficult for their canine companions to receive the exercise and socialization that they relish and need. Milton residents bring their dogs to Milton's Bombardier Park and let their dogs run free throughout the multi-purpose playing fields, baseball fields, playground and trails in the woods. The Park, open dawn-to-dusk, is bustling every day, year-round with Milton community members of all ages plus folks from other towns and many of them bring their dogs along for companionship and exercise. The Park prides itself on being the center point for organized and leisure recreational activities in Milton. Visitors enjoy youth and adult sports, summer camps, kite flying, nature exploration, concerts at the band shell, picnics at the pavilion, playground fun, tennis, volleyball, StoryWalk, snowshoeing, ice skating, cross country skiing, snowmobiling, an annual Winter Festival, a grand Independence Day celebration and much more. Accessed by Middle Road or Bombardier Road, the 185+ acre open and wooded Park is surrounded by single family homes, small businesses, the Milton Public Library, Town Office Building plus fire, police and rescue services. The Park is located in the Town Core area where more and more sidewalks are being constructed so that community members may access the Park safely by walking or riding bikes, as well as by car or by CCTA bus.

With the designation of two-acres in the Town of Milton's Bombardier Park as a location, the dedication of Town Staff and community volunteers to this project, grant and Town funding opportunities available, the creation and construction of a community dog park in Milton will only enhance the area. The project will no doubt invite Milton community members, visitors and their canine friends to get outside, get active, socialize and enjoy their surroundings with family and friends and provide a healthy and safe environment for all.

### **Timetable**

The creation and construction of a Milton Community Dog Park to be located on the west side of Bombardier Park will begin during winter 2015 and be ready for community members to use with their dogs by summer 2015 (weather permitting).

### Financial Breakdown

The Town of Milton Recreation Department is requesting \$23,599 in grant funding to help offset the cost of the Dog Park project. The Town of Milton will match the grant funding with Impact Fee funding. Funds raised by a dedicated group of Milton dog park enthusiasts, will be used to purchase and install signage and agility stations for the new dog park.

Town of Milton and Grant	Funds:
Fencing	28,000
Dog Bag Stations (4)	1728
Benches (4)	2400
Garbage & Recycle Cans (6)	990
Site Clearing/Install (staff)	6000
Trucks & Equipment	5580
Materials	2500
<b>Total</b>	<b>47,198</b>

Fundraising Funds:	
Signage	500
Agility Stations (6)	2400
<b>Total</b>	<b>2900</b>

<b>Grand Total:</b>	<b>50,098</b>
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### Effect if not awarded

If grant funding is not secured, other funding resources would need to be explored and the project put off to the future as more funds were raised. Community members and visitors would continue to use Bombardier Park fields as a place to let their dogs run, which can become a health/safety issue for those playing on the fields. In addition, Milton dog owners would continue to drive to neighboring towns, visiting other dog parks rather than having the opportunity to enjoy a dog park in their own community.



MILTON VETERINARY HOSPITAL, Inc.

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P.O. Box 187  
2 Chrisemily Lane  
Milton, Vermont 05468  
Telephone: (802) 893-4000  
[www.miltonvethospital.com](http://www.miltonvethospital.com)

September 21, 2014

Re: Town of Milton, VT grant application

Members of the Selection Committee:

I am pleased to be writing a letter of support for the Town of Milton Recreation Department in their quest to construct a dog park for our community. As not only a Milton resident, but also one of its small animal veterinarians, I know all too well the importance of having a safe area in which to exercise your dog. One of the most common issues that we deal with in our canine patients are behavioral problems, many of which stem from inadequate exercise. Many of the behavioral challenges that our clients face with their dogs can be reduced or eliminated with daily off leash activity. Unfortunately, not every family has the luxury of having a fenced-in yard or a dog that can be fully trusted to return to them when allowed off leash. For this reason, it is often necessary for our community members to travel 15-20 miles to the closest dog park in order to allow their pet the opportunity to roam free in a safe environment.

The additional benefit of having a dog park in our town is that it would provide a place for dogs to interact with other people and dogs (again, in a safe and controlled environment) to provide much needed socialization. Socialization is very important to the overall well being of a dog as it provides them with the ability to cope with new experiences in a positive way. While it is especially important during puppyhood, it should not end there and is truly a lifelong journey. With a dog park right down the road, it would be our hope that community members would take advantage of the opportunity to expose their puppies and adult dogs to new things regularly, creating happier, friendlier dogs.

The addition of a dog park to our current recreational facility would provide a wonderful service to our canine-loving community members. I speak for myself and the other veterinarians at Milton Veterinary Hospital when I say that we are in full support of this project.

Best regards,

Nicole van Harreveld, DVM  
Milton Veterinary Hospital

Colleen Sauve  
23 Pep Place  
Milton, VT 05468  
luvlabdogz@comcast.net

September 10, 2014

To the Members of the Selection Committee,

When I was asked to write a letter of support for a grant proposal for a Dog Park in the Town of Milton, I was beyond excited!!! This is a project that has been on my wish list, as well as many other dog owners wish lists, for years. Many residents own a pup or two, and I am sure that even the people who do not own a dog would like to see dogs secured in a fenced-in park. A dog park would guarantee that dogs would not be roaming on the many fields that are currently used for sporting events.

I have been a resident of Milton for over 30 years and I have seen many changes in this town. The biggest change has been the population, which has seen an increase of over 4000 people since I first moved here in 1981. That change has seen more houses, developments and businesses pop up where there used to be woods and fields for people and dogs to walk, run and relax. I have always dreamed of having a dog park in Milton; the thought of having a park where my dog would be free to run, play and fetch. A place I am sure she would choose over the leashed up and boring daily walk she takes with me around our development.

I first got involved with the Milton dog park project when I approached our Recreation Coordinator, Kym Duchesneau, and asked her how we could start a park and what I could do to help. She asked me to do some research and agreed to meet with me at a later date. A few weeks later, I attended the "Shelburne Museum Goes to the Dogs" event at the Shelburne Museum. While I was there, I came upon members of the Shelburne Dog Park raising money for one of their fundraisers. I asked a ton of questions and they were very helpful. They offered to give me a tour around their dog park and asked me to attend one of their meetings. We exchanged phone numbers before I left and I finally felt like things were coming together.

Kym and I visited the Shelburne Dog Park and one of their members showed us around, answered our questions and gave us tips on what to do and not to do when we start our dog park. Their theory was that if we could learn from their mistakes then it would save us lots of time and frustration. We were overwhelmed and grateful for all of their support. They helped us with a business plan, gave us ideas for fundraising, gave us a list of vendors and prices and were just overall an enormous help. I do believe they saved us about a year of planning and stress.

Since that day, Kym and I have been to meetings, crunched numbers and made lots of phone calls. We have gotten prices, quotes, location possibilities, and were given LOTS of opinions. There have definitely been ups and downs and just when it seemed that we weren't going to make this happen .... a location was agreed upon and we were finally over the first hurdle. It was determined that the location will be behind the Recreation fields in Bombardier Park and will consist of a two acre parcel of land. Along with the excitement of obtaining a location came the reality that we have limited funds to work with to move forward with the clearing of the wooded land, purchase of much needed fencing, waste stations, signage, plus benches for the humans that would be there to visit. These grant funds would help immensely.

I truly hope that you will consider our Dog Park project in Milton for one of your grants. It is much needed and long overdue. You would make many people and plenty of pups very, very happy! I am looking forward to the day when I can ask my dog if she would like to go for a RUN, instead of a walk. I can only imagine the expression that will be on her face .... PURE JOY!!!!

Thank you,

Colleen Sauve



Carly Buswell  
Cosmos Cuts Pet Grooming Boutique LLC  
4 Southerberry Drive #102  
Milton, VT 05468  
802-893-3434

Monday, September 15<sup>th</sup> 2014

To whom it may concern;

I am the owner of Cosmos Cuts Pet Grooming Boutique in Milton, Vermont. I am also one of the Town of Milton's Animal Control Officers and a Milton born and raised resident of 23 years. Our town is flourishing with dogs and no place to let them run and play. As the owner of 4 dogs, I find myself traveling to Williston, St. Albans and Burlington to take my dogs to their towns' off-leash dog parks. Our town has walking trails, multiple municipal parks, sports fields, tennis courts and playgrounds however there are no designated areas that you can take your dogs off-leash to run and play.

Several of my clients and friends have also expressed the desire for a dog park in Milton as they too are forced to utilize dog parks outside of Milton or are currently using the Bombardier soccer fields to let their dogs run free. This option does not allow for a safe and confined environment for pet owners, dogs or other park users.

Please consider assisting the Town of Milton in helping to fund an area for a dog park. I know this will be well received and utilized.

Regards,  
Carly Buswell

# Bombardier Park—Milton, VT





**Proposed  
Dog Park  
Area**





# Memorandum

**To:** Selectboard  
**From:** Brian Palaia, Town Manager  
**Date:** 10/06/14  
**Re:** Town of Milton Employee Professional Code of Conduct

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Last May, Town department heads attended an ICMA workshop about how to build an ethical culture. As a follow up, a smaller group came together to draft a professional code of conduct for Milton Town employees based on ideas that surfaced in the workshop. This Team was led by Ann Janda, Management Fellow and included Brett Van Noordt, Police Chief; Don Turner, Fire & Rescue Chief; Jake Hemmerick, Town Planner; Kym Duchesneau, Recreation Coordinator; and Erik Wells, Human Resources Coordinator.

In early August, the team finished a first draft and asked department heads to distribute the draft to their staff and collect feedback, which the team incorporated. The team then developed a version of the code that can be framed and hung on department walls, and a wallet/desk-size version for individual staff. All versions are included in the agenda packet for Selectboard review and approval.

The creation of a professional code of conduct is a proactive effort to continue to build upon and provide spirit and unity to the strong ethical culture and existing personnel policies we already have in Milton. A recent study found that local government organizations with a strong employee code of conduct have increased levels of civility and well-being. This draft code of conduct is a guide that captures the goals of most formal rules, but is not a replacement for State Statutes, the Charter, the Administrative Code, Town policies, or contracts.



# Resolution

TOWN OF MILTON

## Town of Milton Employee Professional Code of Conduct

**WHEREAS**, Town Department Heads attended an ICMA workshop about how to build an ethical culture and a smaller group came together to draft a professional code of conduct for Milton Town employees based on ideas that surfaced in the workshop; and,

**WHEREAS**, the creation of a professional code of conduct is a proactive effort to continue to build upon and provide spirit and unity to the strong ethical culture and existing personnel policies we already have in Milton; and,

**WHEREAS**, a recent study found that local government organizations with a strong employee code of conduct have increased levels of civility and well-being, and,

**WHEREAS**, a professional code of conduct is not a replacement for State Statutes, the Charter, the Administrative Code, Town policies, or contracts,

**THEREFORE, BE IT RESOLVED**, by the Selectboard of the Town of Milton that the Milton Employee Professional Code of Conduct be formally approved.

**Dated at Milton, Vermont this \_\_\_\_\_ day of \_\_\_\_\_, 2014**

### MILTON SELECTBOARD

\_\_\_\_\_  
Darren Adams, Chairperson

\_\_\_\_\_  
John Gifford, Vice-Chairperson

\_\_\_\_\_  
John Bartlett, Clerk

\_\_\_\_\_  
Brenda Steady

\_\_\_\_\_  
Stuart King

**Filed with the Milton Town Clerk's Office this \_\_\_\_\_ day of \_\_\_\_\_, 2014**

**Attest:** \_\_\_\_\_  
Milton Assistant Town Clerk

# **Town of Milton**

## **Employee Professional Code of Conduct**

**Purpose:** *This Code of Conduct is a statement about what we value as an organization. When we announce and affirm what is important to us, we create a solid foundation upon which we can conduct our work.*

*While the Code of Conduct is a guide that captures the goals of most formal rules, it is not a replacement for State Statutes, the Charter, the Administrative Code, Town policies, or contracts. It remains our duty to ensure that we adhere to all laws, rules, and regulations.*

*The public can expect us to be highly responsive, accountable, cost-effective stewards of public funds, honest, professional, fair, confidential when necessary, and transparent at all other times. When we act in line with these values, we are faithful guardians of the public trust.*

High standards of professional and personal conduct are essential to good municipal service and are expected of every employee. To maintain the public's trust and be of greatest benefit to the Town, employees should strive constantly to live up to the following professional and ethical guidelines.

- **Responsiveness:** All employees shall strive at all times to provide the highest level of "customer service" possible to all members of the public and Town staff regardless of status, even when the answer to a question is no. Timely acknowledgement and follow up regarding requests from the public and fellow employees of any kind is expected of every employee.
- **Accountability:** In ethics and governance, accountability is accounting for our activities, accepting responsibility, and disclosing results in a transparent and unembellished manner. Therefore, all employees are expected to be forthright about circumstances, take ownership of mistakes, accidents and oversights, and make the necessary corrections as quickly as possible. Departments and workgroups shall also strive to set goals, track their activity, measure their results, and share information about their performance. This information will help the Town make informed strategic decisions.
  - **Workplace Safety:** All employees shall conduct themselves in a way that poses the least risk of damage to themselves and others. Employees should also insist upon the same behavior from others. All unsafe equipment or hazardous conditions must be reported immediately to the responsible supervisor. Employees must report any accident that results in personal injury, regardless of severity, to the Human Resources Coordinator within 72 hours of the accident. Employees must report any accident that results in property damage, regardless of severity, to a Department Head.

- **Financial Stewardship:** All decisions regarding purchases for the Town should be made using the highest fiscal integrity. This means looking for the best value for use of public funds and balancing the lowest price with the best possible solution.
  - **Cost Effectiveness:** Cost effectiveness compares the relative costs and outcomes (effects) of two or more courses of action. This type of analysis should be performed by every employee who is making a recommendation for the use of public funds. Employees should follow the Administrative Code rules and use best judgment to arrive at the most cost effective solution.
- **Integrity:** Integrity is the quality of being honest and having strong moral principles. All employees are expected to be honest so that the Town can rely on information that it is given. Employees will not engage in acts of corruption or bribery and must avoid any conduct that might compromise their integrity. Employees may not knowingly accept special advantage from their official status.
- **Professionalism:** Employees will be responsible for their professional performance and will take every reasonable opportunity to enhance and improve their level of knowledge and competence. This includes developing an awareness of laws, rules, regulations, and policies.
  - **Work Ethic:** All employees are expected to arrive in enough time to be able to work at the very beginning of their shift. Work shall be performed in an efficient, timely, and effective manner. Employees will work until the end of their shift unless an earlier departure has been approved by a supervisor.
  - **Competence:** Competence is having the required skill or knowledge to perform one's expected duties. If an employee is lacking in some area necessary to do a good job, employees should seek training or pursue studies to increase their competence. Management should monitor staff and assure that they have what they need to continue increasing their competence.
  - **Work Relationships:** All employees should make every effort to maintain productive and professional relationships with colleagues and community partners, do their fair share of work, and attempt to address conflict before it gets out of hand. Everyone should work together to promote a culture of helping, trusting, and sharing information to achieve the best results.
  - **Collaboration:** Employees are expected to work with other employees, departments, and outside groups on projects in a cooperative and respectful manner even if doing so is outside the scope of one's job description.

- **General Conduct/Personal Behavior:** In order to maintain the public trust, employee conduct on and off duty must always be exemplary, thus maintaining a position of respect in the community.
- **Fairness:** Every employee is expected to help facilitate the equitable delivery of public services regardless of who the resident is. Employees are also expected to respect the needs, cultural backgrounds, and values of others. Employees must refuse to accept any gifts or favors in return for special treatment.
  - **Favoritism:** Favoritism is treating some people better than others. Every employee is expected to deliver public services and provide the best service to all members of the public and co-workers regardless of an individual's or group's political affiliations, status, ethnicity, gender, sexual orientation, age, religion, or other defining characteristic.
  - **Conflicts of Interest:** No employee shall have any personal interest or financial interest in Town decisions in which the employee is participating on behalf of the Town. Whenever the performance of a Town employee's official duties require that individual to take action in which that individual has a personal or financial interest, he/she must disclose the nature and extent of such interest and be disqualified from participating in any manner in the Town's consideration of that matter. If an employee isn't sure they have a conflict of interest, they should check with their supervisor. (See the Milton Town Charter, § 129-701. Conflict of interest. Milton has a Charter Compliance Committee that hears allegations of conflicts of interest.)
- **Confidentiality:** No employee shall disclose any confidential information relating to the officers, employees, transactions, property, or affairs of the Town without prior authorization from the Town Manager. All confidential information gained about a member of the public in the course of an employee's duties must not be improperly divulged. When unsure about what should be confidential, employees should check with their supervisor or the Town Manager's Office. Refer to Vermont's Public Records Law (1 V.S.A. § 316. Access to public records and documents and 1 V.S.A. § 317. Definitions; public agency; public records and documents) for exceptions.
- **Transparency:** Transparency promotes accountability and provides information for citizens about what their Government is doing. Together, all employees must ensure the public trust through transparency, public participation, and collaboration. Public engagement enhances the Town's effectiveness and improves the quality of its decisions. As much as possible and practical, information that is not of a confidential nature shall be available without impediment and public engagement should be sought and incorporated when making decisions.

# **Town of Milton**

## **Employee Professional Code of Conduct**

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### **Responsive, Accountable, and Cost Effective**

- Acknowledge and follow up on requests promptly
- Accept responsibility, take ownership of mistakes, make corrections, and honestly report outcomes
- Promote a safe work environment
- Work toward the most cost-effective solution

### **Honest, Professional, and Fair**

- Be honest and behave in a way that builds trust
- Maintain productive relationships with colleagues, community partners, and the public—teamwork
- Treat people equally, beware of conflict of interest, and remain unbiased

### **Confidential and Transparent**

- Protect confidential information
- Make information that is not confidential available without impediment
- Promote transparency, public participation, and collaboration



## **Milton Employee Professional Code of Conduct**

### **Responsible, Accountable, Cost Effective**

- Acknowledge and follow up on requests promptly
- Accept responsibility, take ownership of mistakes, and honestly report outcomes
- Promote a safe work environment
- Work toward the most cost-effective solution

**We**



**Milton**



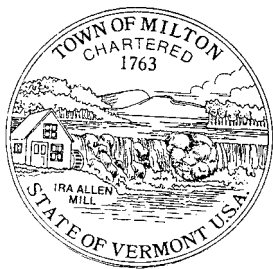
## **Milton Employee Professional Code of Conduct**

### **Honest, Professional, Fair**

- Be honest and build trust
- Maintain productive relationships — teamwork
- Treat people equally, beware of conflict of interest, and remain unbiased

### **Confidential and Transparent**

- Protect confidential information
- Make information that is not confidential available without impediment
- Promote transparency, public participation, and collaboration



# TOWN OF MILTON, VERMONT

## Legislative and Fiscal Analysis of Requested Selectboard Actions

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### CY 2014 VTrans Transportation Alternatives Grant

**Date:** October 6, 2014

#### **Legislative Analysis:**

The attached application is to help fund the construction of sidewalks, retaining walls and stormwater improvements at two locations on US Route 7. The locations are indicated on the attached map.

In May 2013 the Town of Milton partnered with Civil & Environmental Engineering Senior Students from the University of Vermont, College of Engineering & Mathematics to identify, study and design sidewalk improvements along US Route 7 in Milton. This Senior Project is known as a Capstone Project. The Town of Milton is submitting this application based on the results of their work.

The first location (Site 2 on the map) fills the southbound sidewalk gap between Haydenberry Drive and Merrill Lane. The second location (Site 3 on the map) fills the gap between Marty's Auto and Boysenberry Drive. Please refer to the attached grant application package for a complete description of the projects.

#### **Fiscal Analysis:**

If the grant is awarded, the Town would be reimbursed 80% of the total project cost, up to \$300,000.00. The estimated cost, including engineering and construction is \$534,762.00. Therefore the Town's match could be as high as \$234,762.00. Additional funding in the form of grants or other sources will be required before initiating the project.

There is a distinct possibility that the two sections of sidewalk will be constructed by the land owners or developers prior to construction of this project. This will reduce the total cost of the project and allow us to advance the construction of the two retaining walls required to complete the gaps.

#### **Recommended Action:**

Authorize the Town Manager to sign the necessary documents to submit the 2014 VTrans Transportation Alternatives Grant application for funding, accept the grant, authorize the necessary budget amendments and Capital Plan amendments and expend grant funds.

**Prepared By:** Roger F. Hunt, Public Works Director

## Project Location Map



Site 1 is not part of this application



# Resolution

## TOWN OF MILTON

### CY 2014 VTrans Transportation Alternatives Grant Application

**WHEREAS**, The Milton Selectboard accepted Policy 96-01 requiring all grants, grant applications, and offer of grants to be approved by the Selectboard at any regular or special meeting of the Selectboard; and,

**WHEREAS**, The State of Vermont, Agency of Transportation (VTrans) is accepting applications for the CY 2014 Transportation Alternatives Grant Cycle; and,

**WHEREAS**, the Transportation Alternatives Grant Program may reimburse up to 80% of the project cost for approved grant applications with the maximum award being \$300,000.00; and

**WHEREAS**, the grant program requires a 20% match in funds. Matching project funds for the grant would come from other grants, Capital Improvement Funds and other sources to be identified prior to initiating the project; and,

**WHEREAS**, the total estimated cost of the project is \$534,762.00, the Town's match will be determined based on the funds awarded; and,

**WHEREAS**, other funding sources will be required to offset the Town's match and the project will not be initiated until the funding is secured; and,

**WHEREAS**, Staff requests the Selectboard approve the grant application submission and expenditure of funds for the installation of sidewalks, associated retaining walls and stormwater improvements adjacent to US Route 7.

**THEREFORE, BE IT RESOLVED**, that the Town Manager is authorized to sign the necessary documents to submit the grant application for funding, accept the grant, make the necessary budget and Capital Plan amendments and expend grant funds awarded by VTrans.

**Dated at Milton, Vermont this \_\_\_\_\_ day of \_\_\_\_\_, 2014**

### MILTON SELECTBOARD

\_\_\_\_\_  
Darren Adams, Chairperson

\_\_\_\_\_  
John Gifford, Vice-Chairperson

\_\_\_\_\_  
John Bartlett, Clerk

\_\_\_\_\_  
Stuart King

\_\_\_\_\_  
Brenda Steady

**Filed with the Milton Town Clerk's Office this \_\_\_\_\_ day of \_\_\_\_\_, 2014**

**Attest:** \_\_\_\_\_  
Milton Assistant Town Clerk

## Vermont Transportation Alternatives Grant Application

Thoroughly read the ***Vermont Transportation Alternatives Program Summary and Application Guide*** before you begin your application. It includes important program information and step-by-step instructions. Pay particular attention to the Application Process Requirements. **This application form is available in Word format by request.** Please e-mail the request to: [Scott.Robertson@state.vt.us](mailto:Scott.Robertson@state.vt.us).

***Applications are due in hand or post marked by October 16, 2014***

<b>Sponsoring Organization:</b>  <b>Town of Milton</b> <hr/> (Name) 43 Bombardier Road <hr/> (Address) Milton, Vermont 05468 <hr/> <hr/> Please include physical and mailing addresses.	Municipality <input checked="" type="checkbox"/> Other <input type="checkbox"/>  Roger Hunt <hr/> (Contact Person) 1-802-893-6030 <hr/> (Phone) rhunt@town.milton.vt.us <hr/> (Email) Amount of Federal Funds Requested (no more than 80% of the project cost estimate for construction projects, 50% of the project cost for scoping studies): <b>\$ 427,809.60</b>
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**Project General Location:** US Route 7 adjacent to Southbound Travel Lane.  
**Attach a map(s) of the project area and clearly show the limits of the project area on that map. If the project is within or adjacent to a designated downtown, village or growth center, clearly indicate the relationship of the proposed project to the boundary of the designated area. Color photos are also useful, but not required.**

County: Chittenden

Town/Village/City: Milton

Specific location, street or road: US Route 7

Regional Planning Commission: Chittenden County Regional Planning Commission

If a linear project, what is the length in feet? Sidewalk = 1,337 LF, Retaining Wall = 420 LF

Is the project on or connected to a State maintained highway? Yes ☒ No ☐

*If yes, be sure to include documentation that you have notified the VTrans District Transportation Administrator of the intent to apply for TA funding and provided them with a brief (one paragraph) description of the proposed project.*

**Property Ownership:**

The project is likely to be entirely on land owned or controlled by the Municipality (includes temporary construction rights). ☐

The proposed project will likely be at least partially on private property that will need to be acquired by the Municipality through purchase, easement, or eminent domain (includes temporary construction rights). ☒

The municipality is committed to exercising its right of eminent domain to acquire the rights to construct the project if necessary. ☒

**Funding Sources:**

What other local, State or federal money do you have available for this project?

Capital Improvement Funds, Developer Sidewalk Fund and other local sources.

**Partial Funding:**

Will you accept an award less than you applied for? Yes ☒ No ☐

If yes, please indicate whether local funds will be used to make up the shortfall or if the project scope will be reduced. If the project scope is to be reduced, describe what part of the project you would accept partial funding for.

A mix of Capital Improvement funds, Developer Sidewalk Fund, and future grants will be used to make up the shortfall. We do not intend to reduce the scope, however developers and/or adjacent property owners may complete the sidewalk portions of the project before construction is initiated.

**Public Meeting Requirement:**

In order to apply, the project must have been discussed as an agenda item at a warned public meeting within the last year. Attach documentation of the meeting warning and a meeting summary.

A meeting was held on October 6, 2014. See attached minutes.

**Regional Planning Commission Letter of Support:**

In order to apply, the project must have a letter of support from the regional planning commission. Attach a copy of the support letter.

Attached.

**Required Training**

Applicants that have not attended a VTrans Municipal Assistance Bureau – Local Projects Section informational workshop within the last calendar year are required to attend a training session. Applicants that attended either the September 2013 TA program workshop or the June 2013 Bike/Ped program workshop have met that requirement. **Please list the date of the informational workshop**

**attended.**

Planning Director Katherine Sonnick attended the September 17 2013 TA Program Workshop

**Additional Submittals (15 page maximum):**

Attach any additional supporting materials such as engineering plans, photographs, letters of support or excerpts from reports that would demonstrate feasibility of the project and importance of the project to the public.

See attached appendices.

**Application Scoring Criteria:**

**On a maximum of five (5) separate pages**, please provide information regarding how the proposed project addresses the evaluation criteria below. **Applications that do not comply with the page limit may not be considered.** See the Application Guide for scoring guidance. Please be concise.

- 1. Please give a brief description of the project (200 words or less, be sure to indicate the primary facility type being applied for). (5 points max.)**

This project will utilize a recent UVM Capstone Report as a scoping study and for design guidance to **design** and **construct** concrete sidewalks, retaining walls and associated stormwater improvements on US Route 7.

In May 2013, the Town of Milton partnered with Civil & Environmental Engineering Senior Students from the University of Vermont, College of Engineering & Mathematics to identify, study and design sidewalk improvements along US Route 7 in Milton. This Senior Project is known as a Capstone Project. The Town of Milton is submitting this application based on the results of their work.

The report concentrates on three sites. **Site 1 is not included in this application.** Site 2 fills the 1032' gap between Haydenberry Drive and Merrill Lane. Site 3 is located just west of Site 2 and fills a 305' gap adjacent to a ravine. All three sites require the construction or rehabilitation of sidewalks, retaining walls and associated stormwater improvements.

- 2. What is the feasibility of this project? Feasibility study applications will not be scored on this criterion. Describe the extent of project development completed to date. (10 points max.)**

The subject gaps have long been identified as a deficiency in studies as far back as the Town of Milton Long Rang Access and Mobility Committee final report dated January 2001. Most recently, the gaps were identified as a concern during the existing condition phase of the CCRPC/VTrans Milton US 7 Corridor Study currently under way. In the Spring of 2013, as part of the University of Vermont Senior Capstone Project, the students studied the gaps, prepared preliminary designs and provided cost estimates. A copy of the Executive Summary and Project introduction is attached.

Each location presents their own set of unique challenges, most notably narrow shoulders, deep

ravines and stormwater control. It is likely that easements will need to be procured. While the Town prefers not to proceed to condemnation to acquire the easements, it is willing if need be. There are several utility poles at each segment, however the poles were relocated by CVPS/GMP in 2012/13. They are now several feet removed from the road shoulder and appear to provide ample room for the sidewalk extensions.

Further development is either planned or approved for both locations, which would require the developer/land owner to construct the sidewalk along their frontage. This application assumes that the extensions will not be completed by the developer or property owners.

**3. Does this project address a need identified in a local or regional planning document? (5 points max.)**

**Yes.** Portions of this project were identified by the Town of Milton, Long Range Access and Mobility Report dated January 5, 2001. More recently the Milton US Route 7 Corridor Study currently in progress has identified the gaps as an existing conditions deficiency. We are amending our Capital Plan to include these projects.

**4. Does this project benefit a Designated Downtown, Designated Village, or Designated Growth Center recognized by the Vermont Department of Economic, Housing and Community Development? (10 points max.)**

The Town of Milton has not received any of these designations.

**5. Provide a project cost estimate below (project costs below include both federal dollars and local dollars). Projects will be scored based on whether the cost appears realistic for the size and scope of the project. For scoping studies, use PE and Local Project Management lines only. (10 points max.)**

The project cost estimates were developed by the UVM students during the Senior Capstone project. See attached Executive Summary. While the cost estimates have not been reviewed by a PE, the estimates do include a 10% contingency.

Preliminary Engineering (PE) (Engineering, Surveying, Permitting)	<u>\$ 21,000 (5% of Construction)</u>
Right-of-way / Acquisition (ROW) (appraisals, land acquisition and legal fees)	<u>\$ 10,000</u>
Construction (construction costs with reasonable contingency)	<u>\$ 434,131</u>
Construction Engineering (cost to provide oversight during construction)	<u>\$21,000 (5% of Construction)</u>
Local Project Management Costs (minimum of 10% of total PE, ROW and Construction Phases)	<u>\$48,631</u>
<b>Total Project Cost</b>	<b><u>\$534,762.00</u></b>

6. Select the eligibility category below (A, B, or C) that best fits your project and answer the corresponding questions for that category (choose only one category).

Category A best fits the project description.

**A. Bicycle and Pedestrian Facilities (includes Safe Routes for Non-Drivers and Conversion of abandoned railroad corridors) (10 bonus (max.) points will be awarded for projects that are primarily Bicycle or Pedestrian facilities)**

- (i) **Will the project contribute to a system of pedestrian and/or bicycle facilities? (10 points max.)** *Yes. Currently there is no safe walkway for pedestrians in these locations.*
- (ii) **Will the project provide access to likely generators of pedestrian and/or bicyclist activity? (10 points max.)** *Yes. People already attempt access in these locations.*
- (iii) **Will the project address a known, documented safety concern? (10 points max.)** *Yes. As people are already attempting access, this is an urgent safety concern. Please refer to the attached UVM Capstone Project Executive Summary for more information.*

**B. Community Improvement Activities**

- (i) **Explain how the project improves the economic wellbeing of the community and/or provide a benefit to state tourism? (10 points max.)**
- (ii) **Describe the anticipated impact to the public; degree of visibility, public exposure and/or public use. (10 points max.)**
- (iii) **Answer only one of the following based on the type of project:**
  - a) **Construction of turnouts, overlooks, and viewing areas as related to scenic or historic sites.** *To what extent will the project provide a view of a highly unique and scenic area? (10 points max.).*
  - b) **Preservation or rehabilitation of historic transportation facilities.** *Describe the historic significance of the historic transportation facility and the importance of the facility to the State. (10 points max.)*
  - c) **Archeological planning and research related to impacts from a transportation project.** *Describe the associated transportation project and benefit of the proposed activities. (10 points max.)*
  - d) **Vegetation management in transportation rights of way to improve roadway safety, prevent invasive species, and provide erosion control.** *Describe the extent of the current problem; impact on the site and surrounding area. (10 points max.)*

**C. Environmental Mitigation Activity**

- (i) **Does the project involve implementation of an eligible environmental mitigation project under a river corridor plan that has been adopted by ANR as part of a basin plan, under a municipal plan adopted pursuant to 24 V.S.A. §4385, or under a mitigation plan adopted by the municipality and approved by the Federal Emergency Management Agency? (10 bonus points max.)**

- (ii) Describe the environmental threat to the site or threat to wildlife that would occur if the project is not funded; severity of the current problem. (15 points max.)
- (iii) Describe how the project will mitigate the environmental impact from our transportation system described in question C. (ii) above. (15 points max.)

**Appendix A –  
UVM Senior Project Capstone Report  
Executive Summary and  
Introduction**

## **Executive Summary**

The need for safe pedestrian access in the new town core of Milton, Vermont has become a greater issue as the area develops. Three main sites were identified along Route 7 as having greater issues than a lack of sidewalk, including storm water runoff, deteriorating structures, and lack of available space to construct sidewalks. Information about the existing conditions and properties of each site was collected and analyzed in order to effectively design these solutions. Ideas were then researched and developed, then with feedback from our community partner, a recommended solution was decided upon. This solution incorporated sustainable ideas related to society, the economy, and the environment.

The solution for Site 1 included a rain garden to collect the runoff and provide space between the highway and sidewalk. An alternative, less expensive design, of a rock-lined swale was also developed for this site. Additionally, an existing retaining wall at the south end of the site is in need of replacement and a pre-cast, concrete block wall was recommended for the replacement. A total of 618 linear feet of Sidewalk would then be constructed to connect the gaps to the existing sections. The total estimated of the rain garden and retaining wall design came to a total of \$101,831 with the swale and retaining wall design totaling \$91,716.

Site 2 consists of 1032 linear feet of sidewalk and a 270 foot long, 9 foot high retaining wall implemented along a steep slope near the public offices for Milton and a new grocery store being built. The retaining wall would provide enough space for a sidewalk and space between it and road for pedestrians to travel upon. The total cost of this site came to \$269,175.

Site 3 has an existing retaining wall only spanning half the 150 foot-long slope which was in very poor condition, made from low quality concrete blocks. The wall would need to be deconstructed and, similar to the second site, 9 foot high wall was recommended for construction to create enough space for the sidewalks. A total of 305 linear of sidewalk would be constructed at this site. The total cost for this site came to \$164,956.

The total cost for all 3 recommended designs came to \$535,962, with all of these prices including a 10% contingency for each design. Considering the distance between sites and total cost, it is recommended the projects are done in phases.

**1. Introduction** (Note – Site 1 has been removed from this text as it is not applicable to the application)

Safe and efficient paths and sidewalks for pedestrian access are crucial for the development of any town or city encouraging alternative modes of transportation. The town of Milton, Vermont has grown over the past few decades and a new town center has been formed south of old Milton, near the bend in Route 7. A need to connect these two centers with safe pedestrian access has revealed gaps in the sidewalk along the highway. As new businesses have developed along Route 7 sidewalks have been built in front of these properties, as mandated by the town, but adjacent locations have been left bare. The location of the elementary school to the East of Route 7 has forced many students to cross at unsafe or unmarked locations. At another location, pedestrians are forced to walk treacherously along the outside of a guardrail at the top of a steep slope, which is unsafe.

*The purpose of this project was to design additional sidewalks along the more heavily traveled sections of Route 7 in Milton, Vermont focusing on existing gaps in the sidewalk on the southbound side of the road.* The town is in need of this modification as pedestrians are traveling these sidewalks but forced to develop their own trails when they reach a gap. This often leads them to travel through hazardous locations and poses an issue. Additionally, drainage and slope stability needed to be taken into consideration for the sites in order to design retaining walls, culverts, and swales. These considerations were the basis for design calculations.

Three separate sites were identified by the town as the critical portions of the route to be addressed, as they lacked safe pedestrian access and showed deterioration on their existing structure. The approximate locations of the three sites are shown in Figure 1.1. The project involved working with the Town of Milton Director of Public Works and Town Engineer, Craig Plumb, adhering to federal and state regulations, and utility companies whose infrastructure utilizes space along the roadway.



**Figure 1.1. Site Locations, Milton, VT (Google Maps 2013)**

Site 2 is located south along Route 7 between Haydenberry Drive at the east end and Marty's Auto at the west end. This site began with a flat open section where implementation of a new sidewalk posed little challenge. As the southbound traffic begins around a right-hand bend a guardrail separated the road from a slope down to a wetland area.

As seen in Figure 1.4, the area on the north side of the guardrail was already being utilized by pedestrians traveling along the southbound lanes, precariously walking along a narrow path between the rail and the slope. In order to have adequate space for a greenbelt and sidewalk a retaining wall, fill, or a combination of a retaining wall and fill was going to need to be added on the slope. This meant that the existing drainage in that area needed to be reevaluated to fit in with the new design. Additionally, the current drainage solution is not adequate as seen by the erosion in Figure 1.5.



**Figure 1.2. Site 2 Existing Footpath**



**Figure 1.3. Site 2 Erosion of Footpath Due to Runoff**

Site 3 is located just west of Site 2. This section extends, from the Marty's Auto entrance on the east side to where the existing side ends just to the west. Shown in Figure 1.6 is the existing slope and retaining wall supporting the section of sidewalk that spanned only half the distance. Similar to Site 2, this slope leads down to a wetland area which has natural drainage paths from the road. The east part of the site starts with a flat open section where the main concerns were buried utilities. The existing retaining wall was looked at as it seemed to be sliding out on the bottom and the precast blocks were only held together by gravity and showed signs of separation in some places.



**Figure 1.4. Site 3 Existing Retaining Wall**

The biggest challenge at this site was deciding whether a similar retaining wall to the existing one was to be used, a whole new wall along the slope should be built, or fill to create a slope was to be used. A combination of these options could also be implemented.

Federal, state, and local regulations had to be adhered to in order to provide safe and effective solutions. Since the project was along U.S. Route 7, the Federal Highway Administration (FHWA) and the American Association of State Highway and Transportation Officials (AASHTO) predominantly dictated the designs, but some local codes and standard practices, such as concrete thickness at driveways, were used as well. The impact on Route 7 had to be determined during the construction phase of the project as this is the main roadway running north-south, north of Burlington other than Interstate 89 to the west. Route 7 connects the downtowns of Milton to Georgia and St. Albans to the north, which is a source of revenue for the businesses within the town of Milton. Any impacts on the traffic flow, and thus the businesses, needed to be evaluated so that a plan of action with the least amount of negative influence could be implemented.

## **Appendix B**

### **District 5 Notification of Intent to Apply**

#### **Chittenden County Regional Planning Commission Letter of Support**

## Roger Hunt

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**To:** Blackmore, David  
**Cc:** Beauregard, Rachel; Hosking, Dick  
**Subject:** **Town of Milton - Intent to apply for TA funding**

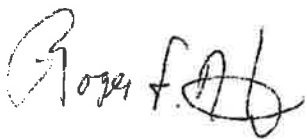
Dave,

This message is to inform you that the Town of Milton intends to apply for this round of Transportation Alternatives funding.

The application proposes filling two sidewalk gaps adjacent to the southbound side of US Route 7. Location 1 is the 1050' gap between Haydenberry Drive and Merrill Lane. Location 2 is the 240' gap between 327 US Route 7 South (Marty's Auto) and Boysenberry Drive. Both locations include retaining walls and stormwater improvements. Location 2 will replace the half constructed and failed retaining wall. It is anticipated that a large portion of the sidewalk at both locations will be constructed by the property owner or developer, however the grant application will seek funding for the entire project if their development plans do not proceed.

Please let me know if you require further information as soon as possible.

Sincerely,



**Roger F. Hunt, Director**  
**Public Works Department**  
**Town of Milton, Vermont**  
[www.miltonvt.org](http://www.miltonvt.org)  
[rhunt@town.milton.vt.us](mailto:rhunt@town.milton.vt.us)  
**Office - (802)893-6030**  
**Fax - (802)893-1005**

**RESERVED FOR CCRPC LETTER OF SUPPORT**



# TOWN OF MILTON, VERMONT

## Legislative and Fiscal Analysis of Requested Selectboard Actions

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### Everest Road Reconstruction – Bid Award Ormand Bushey & Sons, Inc.

**Date:** October 6, 2014

**Legislative Analysis:** On September 24, 2014 the Town received bids from qualified contractors to reconstruct a 525' section of Everest Road. The Town has received a VTrans Class 2 Highway Grant to fund this project.

The Everest Road project is identified for construction in FY 15 in the approved FY 15-20 Capital Improvement Plan. The road has deteriorated significantly, and the project must be completed by mid-November to be ready for the winter plowing season.

Five firms responded to the Bid Invitation. One firm's bid was disqualified due to several calculation errors and omissions. Unfortunately this was also the apparent low bid. Staff reviewed the bids and recommend the contract be awarded to Ormand Bushey & Sons, Incorporated who provided the lowest responsible bid.

The project is anticipated to begin immediately and be completed by November 15, 2014.

**Fiscal Analysis:** The Total Amount of bid is \$138,670.00. This project is funded in part by a VTrans Class 2 Highway Grant. The engineering cost \$14,900.00 for a total project cost of \$153,570.00. The Town's match is 20% or \$30,714.00 and will be funded by the Capital Improvement Fund. Change Orders that affect price are not anticipated. The total amount budgeted for this project is \$165,464.00.

**Recommended Action:** Approve the Resolution as proposed and authorize the Town Manager to execute the necessary documents for the Everest Road Reconstruction Contract with Ormand Bushey & Sons incorporated in an amount not to exceed \$138,670.00.

**Prepared By:** Roger F. Hunt, Public Works Director



# Resolution

## TOWN OF MILTON

### Everest Road Reconstruction Bid Award Ormand Bushey & Sons, Incorporated

**WHEREAS**, the Town has received a Class 2 Highway Grant from the Vermont Agency of Transportation (VTrans) in the amount of \$165,464.00 to reconstruct a 500'+/- section of Everest Road; and,

**WHEREAS**, the Town's 20% match for the grant will be \$33,093.00; and,

**WHEREAS**, adhering to the bidding requirements of the Administrative Code, in September 2014 an invitation to bid was issued to seek qualified firms to provide construction services for this project; and,

**WHEREAS**, five (5) firms submitted bids in response to the invitation, four (4) were deemed responsible ranging in price from \$138,670.00 to \$207,495.00; and,

**WHEREAS**, Staff reviewed the responses and determined that Ormand Bushey & Sons, Incorporated submitted the lowest responsible bid in the amount of \$138,670.00; and,

**THEREFORE, BE IT RESOLVED**, that the Everest Road Reconstruction Contract is awarded to Ormand Bushey & Sons, Incorporated in an amount not to exceed \$138,670.00 and the Town Manager is authorized to execute the necessary documents.

**Dated at Milton, Vermont this \_\_\_\_\_ day of \_\_\_\_\_, 2014**

### MILTON SELECTBOARD

\_\_\_\_\_  
Darren Adams, Chairperson

\_\_\_\_\_  
John Gifford, Vice-Chairperson

\_\_\_\_\_  
John Bartlett, Clerk

\_\_\_\_\_  
Brenda Steady

\_\_\_\_\_  
Stuart King

**Filed with the Milton Town Clerk's Office this \_\_\_\_\_ day of \_\_\_\_\_, 2014**

**Attest:** \_\_\_\_\_  
Milton Assistant Town Clerk

Town of Milton Public Works Department  
Everest Road Reconstruction - Corrected Bid Tabulation

Unit Items				*Peters General Contracting		SD Ireland Brothers Corp		Ormond Bushey & Sons		All Seasons Excavating		Omega Excavation*	
Item #	Item	Unit	QTY	Unit Price	Unit Total	Unit Price	Unit Total	Unit Price	Unit Total	Unit Price	Unit Total	Unit Price	Unit Total
210.10	Clearing & Grubbing	LS	1	1250	\$ 1,250.00	5000	\$ 5,000.00	106	\$ 106.00	4000	\$ 4,000.00	2535.62	\$ 2,535.62
201.16	Removing Large Trees	EA	10	146	\$ 1,460.00	700	\$ 7,000.00	231.5	\$ 2,315.00	500	\$ 5,000.00	250	\$ 2,500.00
201.21	Removing Large Stumps	EA	10	136	\$ 1,360.00	400	\$ 4,000.00	61.5	\$ 615.00	200	\$ 2,000.00	177.5	\$ 1,775.00
201.30	Thinning and Trimming	ACRE	0.1	600	\$ 60.00	10000	\$ 1,000.00	3563	\$ 356.30	5000	\$ 500.00	2000	\$ 200.00
203.15	Common Excavation	CY	500	8	\$ 4,000.00	30	\$ 15,000.00	53.2	\$ 26,600.00	15	\$ 7,500.00	21.99	\$ 10,995.00
203.16	Solid Rock Excavation	CY	100	83	\$ 8,300.00	200	\$ 20,000.00	1.11	\$ 111.00	100	\$ 10,000.00	182.98	\$ 18,298.00
203.28	Excavation of Surfaces and Pavements	CY	200	13	\$ 2,600.00	15	\$ 3,000.00	9.9	\$ 1,980.00	10	\$ 2,000.00	47.64	\$ 9,528.00
204.20	Trench Excavation of Earth	CY	100	32.97	\$ 3,297.00	40	\$ 4,000.00	25	\$ 2,500.00	15	\$ 1,500.00	95.74	\$ 9,574.00
301.25	Subbase of Crushed Gravel, Course Graded	CY	910		\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -
301.26	Subbase of Crushed Gravel, Fine Graded	CY	260	25.8	\$ 6,708.00	40	\$ 10,400.00	21	\$ 5,460.00	45	\$ 11,700.00	36.16	\$ 9,401.60
301.35	Subbase of Dense Graded Crushed Stone	CY	910	23.5	\$ 21,385.00	40	\$ 36,400.00	18.9	\$ 17,199.00	45	\$ 40,950.00	28.54	\$ 25,971.40
402.10	Aggregate Shoulders In-Place	CY	15	20	\$ 300.00	100	\$ 1,500.00	127	\$ 1,905.00	200	\$ 3,000.00	203.61	\$ 3,054.15
404.65	Emulsified Asphalt	CWT	100	428	\$ 42,800.00	6	\$ 600.00	1.11	\$ 111.00	10	\$ 1,000.00	5.5	\$ 550.00
406.25	Bituminous Concrete Pavement	TON	310	118	\$ 36,580.00	100	\$ 31,000.00	108.3	\$ 33,573.00	100	\$ 31,000.00	110.71	\$ 34,320.10
605.15	Underdrain Pipe-6"	LF	370	2.92	\$ 1,080.40	20	\$ 7,400.00	4.5	\$ 1,665.00	30	\$ 11,100.00	24.91	\$ 9,216.70
605.95	Underdrain Flushing Basin	EA	2	201	\$ 402.00	500	\$ 1,000.00	255	\$ 510.00	200	\$ 400.00	275	\$ 550.00
608.31	Power Broom, Type II	HOURL	20	68	\$ 1,360.00	150	\$ 3,000.00	73.25	\$ 1,465.00	100	\$ 2,000.00	95	\$ 1,900.00
609.15	Dust Control with Calcium Chloride	TON	0.5	980	\$ 490.00	1000	\$ 500.00	1276	\$ 638.00	300	\$ 150.00	300	\$ 150.00
613.10	Stone Fill, Type I	CY	140	32.6	\$ 4,564.00	60	\$ 8,400.00	66.5	\$ 9,310.00	60	\$ 8,400.00	57.27	\$ 8,017.80
630.15	Flaggers	HOURL	300	26.8	\$ 8,040.00	30	\$ 9,000.00	24.5	\$ 7,350.00	30	\$ 9,000.00	27.5	\$ 8,250.00
635.11	Mobilization/Demobilization	LS	1	3460	\$ 3,460.00	16300	\$ 16,300.00	17026.95	\$ 17,026.95	5000	\$ 5,000.00	3554	\$ 3,554.00
641.10	Traffic Control Package	LS	1	230	\$ 230.00	2000	\$ 2,000.00	795	\$ 795.00	5000	\$ 5,000.00	2750	\$ 2,750.00
646.21	Pavement Marking Yellow Line 4"	LF	1070	1.06	\$ 1,134.20	1	\$ 1,070.00	1	\$ 1,070.00	2	\$ 2,140.00	3.4	\$ 3,638.00
649.11	Geotextile for Road Separator	SY	2080	1.25	\$ 2,600.00	2	\$ 4,160.00	1	\$ 2,080.00	1	\$ 2,080.00	0.82	\$ 1,705.60
649.51	Geotextile for Underdrain Trench Lining	SY	205	1.25	\$ 256.25	3	\$ 615.00	2.65	\$ 543.25	1	\$ 205.00	5	\$ 1,025.00
649.51	Geotextile for Silt Fence	SY	125	8.35	\$ 1,043.75	3	\$ 375.00	2	\$ 250.00	2	\$ 250.00	0.58	\$ 72.50
651.18	Seed	LB	125	2.9	\$ 362.50	4	\$ 500.00	1.9	\$ 237.50	2	\$ 250.00	2.2	\$ 275.00
651.18	Fertilizer	LB	100	0.83	\$ 83.00	4	\$ 400.00	2.22	\$ 222.00	1	\$ 100.00	2.2	\$ 220.00
651.20	Agricultural Limestone	TON	0.5	80	\$ 40.00	1000	\$ 500.00	444	\$ 222.00	200	\$ 100.00	0.55	\$ 0.28
651.28	Hydraulic Mulch	GAL	1240	1.09	\$ 1,351.60	2	\$ 2,480.00	1	\$ 1,240.00	1	\$ 1,240.00	4.4	\$ 5,456.00
651.35	Topsoil	CY	200	25.6	\$ 5,120.00	40	\$ 8,000.00	1.3	\$ 260.00	20	\$ 4,000.00	30	\$ 6,000.00
653.25	Temporary Stone Check Dam	CY	6	29.15	\$ 174.90	200	\$ 1,200.00	30	\$ 180.00	100	\$ 600.00	75	\$ 450.00
653.55	Project Demarcation Fence	LF	1130	1.65	\$ 1,864.50	1.5	\$ 1,695.00	0.7	\$ 791.00	1	\$ 1,130.00	0.5	\$ 565.00
<b>Total Corrected Bid</b>				\$ 163,757.10		\$ 207,495.00		\$ 138,687.00		\$ 173,295.00		\$ 182,498.75	
<b>Base Bid in Words</b>				\$ 122,045.10		\$ 207,495.00		\$ 138,687.00		\$ 173,295.00		\$ 185,000.00	
<b>Error Diff</b>				\$ (41,712.00)		\$ -		\$ -		\$ -		\$ 2,501.26	

\*Notes: Omega bid was a faded copy, some items were not tallied.  
Peters General Contracting Bid disqualified due to errors and omissions.  
Ormand Bushey & Son's is the low bidder.

**BID FORM**  
**Proposed Improvements**  
**Everest Road Reconstruction**

Proposal of ORMOND BUSHEY & SONS INC  
(hereinafter called Bidder), organized and existing under the laws of the State of  
VERMONT doing business as  
CORPORATION  
(a corporation, a partnership, of an individual)

To the Town of Milton, Vermont (hereinafter called Owner)

The Bidder represents that this bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation. The bidder has not directly or indirectly induced or solicited any other bidder to submit a false bid. Bidder has not solicited or induced any person, firm or corporation to refrain from bidding and the bidder has not sought by collusion to obtain for himself any advantage over any other bidder or Owner.

It is essential that all forms that require signature as part of the final Bid Submission be signed or the Bid itself will be invalid:

The undersigned bidder proposed and agrees, if this bid is accepted, to enter into an agreement with Owner to furnish all materials and to complete all work as specified or indicated in the Contract Documents for the contract price and within the contract time indicated in this bid and in accordance with the Contract Documents.

Bidder hereby agrees to commence Work under this contract on the date of issuance of the Notice to Proceed and that the Final Completion date for this contract is November 15, 2014.

Bidder acknowledges receipt of the following Addenda:

ADDENDUM #1 9/19/14

Everest Road Reconstruction  
Bid Form

September 2014

Bidder agrees to perform all the Work described in the Contract Documents for the following schedule of prices. Unqualified bids will not be accepted.

VTrans ITEM #	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE
201.10	Clearing and Grubbing				
		LS	1	\$ <u>106.00</u>	\$ <u>106.00</u>
	Unit Price in Words <u>ONE HUNDRED SIX DOLLARS AND ZERO CENTS</u>				
201.16	Removing Large Trees				
		EA	10	\$ <u>231.50</u>	\$ <u>2,315.00</u>
	Unit Price in Words <u>TWO HUNDRED THIRTY ONE DOLLARS AND FIFTY CENTS</u>				
201.21	Removing Large Stumps				
		EA	10	\$ <u>61.50</u>	\$ <u>615.00</u>
	Unit Price in Words <u>SIXTY ONE DOLLARS AND FIFTY CENTS</u>				
201.30	Thinning and Trimming				
		ACRE	0.1	\$ <u>3,563.00</u>	\$ <u>356.30</u>
	Unit Price in Words <u>THREE THOUSAND FIVE HUNDRED SIXTY THREE DOLLARS AND ZERO CENTS</u>				
203.15	Common Excavation				
		CY	500	\$ <u>53.20</u>	\$ <u>26,600.00</u>
	Unit Price in Words <u>FIFTY THREE DOLLARS &amp; TWENTY CENTS</u>				
203.16	Solid Rock Excavation				
		CY	100	\$ <u>1.11</u>	\$ <u>111.00</u>
	Unit Price in Words <u>ONE DOLLAR AND ELEVEN CENTS</u>				

Everest Road Reconstruction  
Bid Form

September 2014

203.28 Excavation of Surfaces and Pavements

CY 200 \$ 9.90 \$ 1,980.00

Unit Price in Words NINE DOLLARS AND NINETY CENTS

204.20 Trench Excavation of Earth

CY 100 \$ 25.00 \$ 2,500.00

Unit Price in Words TWENTY FIVE DOLLARS AND ZERO CENTS

301.25 ~~Subbase of Crushed Gravel, Coarse Graded~~

~~CY 910 \$ \_\_\_\_\_ \$ \_\_\_\_\_~~

~~Unit Price in Words \_\_\_\_\_~~

301.26 Subbase of Crushed Gravel, Fine Graded

CY 260 \$ 21.00 \$ 5,460.00

Unit Price in Words TWENTY ONE DOLLARS AND ZERO CENTS

301.35 Subbase of Dense Graded Crushed Stone

CY 910 \$ 18.90 \$ 17,199.00

Unit Price in Words EIGHTEEN DOLLARS AND NINETY CENTS

402.10 Aggregate Shoulders In-Place

CY 15 \$ 127.00 \$ 1,905.00

Unit Price in Words ONE HUNDRED TWENTY SEVEN DOLLARS AND ZERO CENTS

404.65 Emulsified Asphalt

CWT 100 \$ 1.11 \$ 111.00

Unit Price in Words ONE DOLLAR AND ELEVEN CENTS

406.25 Bituminous Concrete Pavement

TON 310 \$ 108.30 \$ 33,573.00

Unit Price in Words ONE HUNDRED EIGHT DOLLARS AND THIRTY CENTS

Everest Road Reconstruction  
Bid Form

September 2014

605.15 Underdrain Pipe-6"

LF 370 \$ 4.50 \$ 1,665.00

Unit Price in Words FOUR DOLLARS AND FIFTY CENTS

605.95 Underdrain Flushing Basin

EA 2 \$ 255.00 \$ 510.00

Unit Price in Words TWO HUNDRED FIFTY FIVE AND ZERO CENTS

608.31 Power Broom, Type II

HOUR 20 \$ 73.25 \$ 1,465.00

Unit Price in Words SEVENTY THREE DOLLARS AND TWENTY FIVE CENTS

609.15 Dust Control with Calcium Chloride

TON 0.5 \$ 1,276.00 \$ 638.00

Unit Price in Words ONE THOUSAND TWO HUNDRED SEVENTY SIX DOLLARS AND ZERO CENTS

613.10 Stone Fill, Type I

CY 140 \$ 66.50 \$ 9,310.00

Unit Price in Words SIXTY SIX DOLLARS AND FIFTY CENTS

630.15 Flaggers

Hour 300 \$ 24.50 \$ 7,350.00

Unit Price in Words TWENTY FOUR DOLLARS AND FIFTY CENTS

635.11 Mobilization/Demobilization

LS 1 \$ 17,026.95 \$ 17,026.95

Unit Price in Words SEVENTEEN THOUSAND TWENTY SIX DOLLARS AND NINETY FIVE CENTS

641.10 Traffic Control Package

LS 1 \$ 795.00 \$ 795.00

Unit Price in Words SEVEN HUNDRED NINETY FIVE DOLLARS AND ZERO CENTS

Everest Road Reconstruction  
Bid Form

September 2014

646.21 Pavement Marking-Yellow Line-4"

LF 1070 \$ 1.00 \$ 1,070.00

Unit Price in Words ONE DOLLAR AND ZERO CENTS

649.11 Geotextile for Road Separator

SY 2080 \$ 1.00 \$ 2,080.00

Unit Price in Words ONE DOLLAR AND ZERO CENTS

649.41 Geotextile for Underdrain Trench Lining

SY 205 \$ 2.65 \$ 543.25

Unit Price in Words TWO DOLLARS AND SIXTY FIVE CENTS

649.51 Geotextile for Silt Fence

SY 125 \$ 2.00 \$ 250.00

Unit Price in Words TWO DOLLARS AND ZERO CENTS

651.15 Seed

LB 125 \$ 1.90 \$ 237.50

Unit Price in Words ONE DOLLAR AND NINETY CENTS

651.18 Fertilizer

LB 100 \$ 2.22 \$ 222.00

Unit Price in Words TWO DOLLARS AND TWENTY TWO CENTS

651.20 Agricultural limestone

TON 0.5 \$ 444.00 \$ 222.00

Unit Price in Words FOUR HUNDRED FORTY FOUR DOLLARS AND ZERO CENTS

651.28 Hydraulic Mulch

GAL 1240 \$ 1.00 \$ 1,240.00

Unit Price in Words ONE DOLLAR AND ZERO CENTS

Everest Road Reconstruction  
Bid Form

September 2014

651.35 Topsoil

CY 200 \$ 1.30 \$ 260.00

Unit Price in Words ONE DOLLAR AND THIRTY CENTS

653.25 Temporary Stone Check Dam

CY 6 \$ 30.00 \$ 180.00

Unit Price in Words THIRTY DOLLARS AND ZERO CENTS

653.55 Project Demarcation Fence

LF 1130 \$ 0.70 \$ 791.00

Unit Price in Words SEVENTY CENTS

Total Base Bid \$ 138,687.00

Total Base Bid Written ONE HUNDRED THIRTY EIGHT THOUSAND  
SIX HUNDRED EIGHTY SEVEN DOLLARS AND ZERO CENTS

The lowest responsive and responsible bidder will be determined by the Total Base Bid.

The above unit prices shall include all labor, materials, removal, overhead, profit, insurance, etc. to cover the finished work of the several kinds called for on the drawings and specifications.

THE ABOVE PROPOSAL IS HEREBY RESPECTFULLY SUBMITTED BY:

ORMOND BUSHEY & SONS INC.  
Contractor

Eric J. Wilcome  
By

PROJECT MANAGER  
Title

2 BUSHEY LANE

# A310<sup>TM</sup> – 2010 Bid Bond

**CONTRACTOR:**

(Name, legal status and address)  
Ormond Bushey & Sons, Inc.  
2 Bushey Lane  
Essex Junction, VT 05452

**SURETY:**

**Berkley Insurance Company**  
475 Steamboat Road  
Greenwich, CT 06830

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

**OWNER:**

(Name, legal status and address)  
Town of Milton  
43 Bombardier Rd  
Milton, VT 05468

**BOND AMOUNT:** \$ xxxxx- 5% of the bid

**PROJECT:**

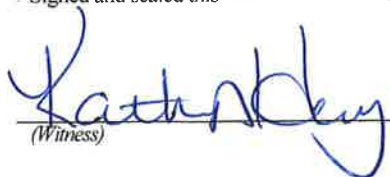
(Name, location or address, and Project number, if any)  
Everest Road Reconstruction- Reconstruction of 535 feet of existing road.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.


Signed and sealed this 24th day of September, 2014

  
(Witness)

Ormond Bushey & Sons, Inc.

(Principal)

(Seal)

  
(Title) Jill Morway- Treasurer

**Berkley Insurance Company**

(Surety)

(Seal)

  
(Witness)

Diana L. Blow

  
(Title) Jennie E. Wafer  
Attorney-in-Fact

POWER OF ATTORNEY  
**BERKLEY INSURANCE COMPANY**  
 WILMINGTON, DELAWARE

NOTICE: The warning found elsewhere in this Power of Attorney affects the validity thereof. Please review carefully.

KNOW ALL MEN BY THESE PRESENTS, that BERKLEY INSURANCE COMPANY (the "Company"), a corporation duly organized and existing under the laws of the State of Delaware, having its principal office in Greenwich, CT, has made, constituted and appointed, and does by these presents make, constitute and appoint: *Diana L. Blow, John J. Handy, David B. Holton, Melissa M. Luke, Susan M. Mongeon or Jennie Wafer of Essex Agency, Inc. of Essex Junction, VT* its true and lawful Attorney-in-Fact, to sign its name as surety only as delineated below and to execute, seal, acknowledge and deliver any and all bonds and undertakings, with the exception of Financial Guaranty Insurance, providing that no single obligation shall exceed **Ten Million and 00/100 U.S. Dollars (U.S.\$10,000,000.00)**, to the same extent as if such bonds had been duly executed and acknowledged by the regularly elected officers of the Company at its principal office in their own proper persons.

This Power of Attorney shall be construed and enforced in accordance with, and governed by, the laws of the State of Delaware, without giving effect to the principles of conflicts of laws thereof. This Power of Attorney is granted pursuant to the following resolutions which were duly and validly adopted at a meeting of the Board of Directors of the Company held on January 25, 2010:

**RESOLVED**, that, with respect to the Surety business written by Berkley Surety Group, the Chairman of the Board, Chief Executive Officer, President or any Vice President of the Company, in conjunction with the Secretary or any Assistant Secretary are hereby authorized to execute powers of attorney authorizing and qualifying the attorney-in-fact named therein to execute bonds, undertakings, recognizances, or other suretyship obligations on behalf of the Company, and to affix the corporate seal of the Company to powers of attorney executed pursuant hereto; and said officers may remove any such attorney-in-fact and revoke any power of attorney previously granted; and further

**RESOLVED**, that such power of attorney limits the acts of those named therein to the bonds, undertakings, recognizances, or other suretyship obligations specifically named therein, and they have no authority to bind the Company except in the manner and to the extent therein stated; and further

**RESOLVED**, that such power of attorney revokes all previous powers issued on behalf of the attorney-in-fact named; and further

**RESOLVED**, that the signature of any authorized officer and the seal of the Company may be affixed by facsimile to any power of attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligation of the Company; and such signature and seal when so used shall have the same force and effect as though manually affixed. The Company may continue to use for the purposes herein stated the facsimile signature of any person or persons who shall have been such officer or officers of the Company, notwithstanding the fact that they may have ceased to be such at the time when such instruments shall be issued.

IN WITNESS WHEREOF, the Company has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 13 day of May, 2014.

Attest:

Berkley Insurance Company

(Seal)

By

Ira S. Lederman  
 Senior Vice President & Secretary

By

Jeffrey M. Hafter  
 Senior Vice President

**WARNING: THIS POWER INVALID IF NOT PRINTED ON BLUE "BERKLEY" SECURITY PAPER.**

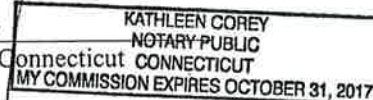
STATE OF CONNECTICUT )

) ss:

COUNTY OF FAIRFIELD )

Sworn to before me, a Notary Public in the State of Connecticut, this 13 day of May, 2014, by Ira S. Lederman and Jeffrey M. Hafter who are sworn to me to be the Senior Vice President and Secretary, and the Senior Vice President, respectively, of Berkley Insurance Company.

Kathleen Corey  
 Notary Public, State of Connecticut



**CERTIFICATE**

I, the undersigned, Assistant Secretary of BERKLEY INSURANCE COMPANY, DO HEREBY CERTIFY that the foregoing is a true, correct and complete copy of the original Power of Attorney; that said Power of Attorney has not been revoked or rescinded and that the authority of the Attorney-in-Fact set forth therein, who executed the bond or undertaking to which this Power of Attorney is attached, is in full force and effect as of this date.

Given under my hand and seal of the Company, this 24th day of September, 2014.

(Seal)

Andrew M. Tuma

WARNING - Any unauthorized reproduction or alteration of this document is prohibited. This power of attorney is void unless seals are readable and the certification seal at the bottom is embossed. The background imprint, warning and confirmation (on reverse) must be in blue ink.

## **Instructions for Inquiries and Notices Under the Bond Attached to This Power**

**Berkley Surety Group is the affiliated underwriting manager for the surety business of: Acadia Insurance Company, Berkley Insurance Company, Berkley Regional Insurance Company, Carolina Casualty Insurance Company, Union Standard Insurance Company, Continental Western Insurance Company, and Union Insurance Company.**

**To verify the authenticity of the bond, please call (866) 768-3534 or email [BSGInquiry@berkleysurety.com](mailto:BSGInquiry@berkleysurety.com)**

---

**Any written notices, inquiries, claims or demands to the surety on the bond to which this Rider is attached should be directed to:**

**Berkley Surety Group  
412 Mount Kemble Avenue  
Suite 310N  
Morristown, NJ 07960  
Attention: Surety Claims Department**

**Or**

**email [BSGClaim@berkleysurety.com](mailto:BSGClaim@berkleysurety.com)**

**Please include with all notices the bond number and the name of the principal on the bond. Where a claim is being asserted, please set forth generally the basis of the claim. In the case of a payment or performance bond, please identify the project to which the bond pertains.**

Everest Road Reconstruction  
Bid Form

September 2014

Business Address

Essex Junction Vt  
City State

9/24/14  
Date

ATTEST Jim Morway

LS = lump sum

EA = each

SY = square yard

SF = square feet

CWT = hundredweight

GAL = gallon

HR = hour

LU = lump unit

CY = cubic yard

LF = linear foot

TON = ton

MGAL = thousand gallons

LB = pound

ORMOND BUSHEY & SONS, INC.  
2 BUSHEY LANE  
FESSEX JUNCTION, VT 05452

TOWN OF MILTON  
43 BOMBARDIER ROAD  
MILTON, VT 05468

RECEIVED

SEP 24 2014

TOWN MANAGER'S OFFICE  
MILTON, VERMONT

12:50 pm

*Ann-Jane*



# TOWN OF MILTON, VERMONT

## Legislative and Fiscal Analysis of Requested Selectboard Actions

---

### Everest Road at Algonquin Reef Intersection – Bid Award Omega Excavating & Site Development

**Date:** October 6, 2014

**Legislative Analysis:** In September 24, 2014 the Town received bids from qualified contractors to reconstruct a 150' +/- section of Everest Road at its intersection with Algonquin Reef Road.

This intersection suffered a significant failure this summer caused by improper storm drainage, road sub base and heavy truck traffic to home construction sites. The road has deteriorated significantly which could result in damage to snow removal equipment this winter. The project must be completed by mid-November to be ready for the winter plowing season.

Three firms responded to the Bid Invitation. Staff reviewed the bids and recommend the contract be awarded to Omega Excavating and Site Development who provided the lowest responsible bid.

The project is anticipated to begin immediately and be completed by November 15, 2014.

**Fiscal Analysis:** The Total Amount of bid is \$66,000. This emergency project will be funded by the Highway & Sidewalk Restoration Fund and the General Fund Highway Paving line item.

A request has been submitted to the State to amend the Everest Road Class 2 Grant to include this project. As of this writing an answer has not been received.

**Recommended Action:** Approve the Resolution as proposed and authorize the Town Manager to execute the necessary documents for the Everest Road at Algonquin Reef Intersection Reconstruction Contract with Omega Excavating and Site Development in an amount not to exceed \$66,000.00

**Prepared By:** Roger F. Hunt, Public Works Director



# Resolution

## TOWN OF MILTON

### Everest Road at Algonquin Reef Intersection Reconstruction - Bid Award Omega Excavating & Site Development

**WHEREAS**, a section of Everest Road at its intersection with Algonquin Reef Road has failed and requires reconstruction prior to winter plowing season; and,

**WHEREAS**, adhering to the bidding requirements of the Administrative Code, in September 2014 an invitation to bid was issued to seek qualified firms to provide construction services for this project; and,

**WHEREAS**, three (3) firms submitted bids in response to the invitation ranging in price from \$66,000 to \$139,750.00; and,

**WHEREAS**, Staff reviewed the responses and determined that Omega Excavating and Site Development submitted the lowest responsible bid in the amount of \$66,000.00; and,

**THEREFORE, BE IT RESOLVED**, that the Everest Road at Algonquin Reef Intersection Reconstruction Contract is awarded to Omega Excavating and Site Development in an amount not to exceed \$66,000.00 and the Town Manager is authorized to execute the necessary documents.

**BE IT FURTHER RESOLVED**, that the Town Manager is authorized to accept any grant funding that may be offered to offset the cost of this project.

**Dated at Milton, Vermont this \_\_\_\_\_ day of \_\_\_\_\_, 2014**

### MILTON SELECTBOARD

\_\_\_\_\_  
Darren Adams, Chairperson

\_\_\_\_\_  
John Gifford, Vice-Chairperson

\_\_\_\_\_  
John Bartlett, Clerk

\_\_\_\_\_  
Brenda Steady

\_\_\_\_\_  
Stuart King

**Filed with the Milton Town Clerk's Office this \_\_\_\_\_ day of \_\_\_\_\_, 2014**

**Attest:** \_\_\_\_\_  
Milton Assistant Town Clerk

Algonquin Road Intersection  
Bid: Algonquin Road Intersection  
Opened by: Roger Hunt & Dustin Keelty

Bid closing date: 9/26/14 @ 1:00 pm  
Expiration Date (Contract):

Date: 9/26/2014

Time: 1:00 PM

Company/Agent's Name

Total Bid

SD Ireland Brothers Corporation

\$67,375.00

Omega Excavating & Site Development

\$66,000.00

All Season's Excavating & Landscaping, Inc.

\$139,750.00

***To be completed by the Department Head:***

Recommend Award to:

Bid Award Amount

Budget FY 15

Budget line item:

Signature of Department Head: \_\_\_\_\_

Omega Excavation & Site Development  
A Division of  
Omega Electric Construction Co., Inc  
31 Commerce Ave  
South Burlington, VT. 05403

**SECTION A.2**

**BID**

Proposal of \_\_\_\_\_ (hereinafter called "Bidder"), organized and existing under the laws of the State of VT, doing business as \_\_\_\_\_ (a corporation, a partnership or an individual)

To the Town of Milton  
(hereinafter called "Owner.")

In compliance with your Advertisement for Bids, Bidder hereby proposes to perform all Work for the construction of:

**Algonquin Road Intersection Reconstruction**

in strict accordance with the Contract Documents, within the time set forth therein, and at the prices stated below. No Bidder may withdraw a Bid within 45 days after the actual date of the opening.

By submission of this Bid, each Bidder certifies, and in the case of a joint Bid, each party thereto certifies as to his own organization, that his Bid has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this Bid with any other Bidder or with any competitor.

The Bidder will submit a construction schedule and execute the Contract within ten (10) calendar days after the Notice of Award.

Bidder hereby agrees to commence Work under this Contract on date of issuance of the Notice to Proceed and shall complete Work within 30 consecutive calendar days thereafter. Bidder further agrees to pay as liquidated damages, the sum of \$ 500 for each consecutive calendar day thereafter as provided in Section 4 of the General Conditions.

*A Performance Bond and a Payment Bond, each for 100% of the Bid value, will be submitted at the time of Contract award. Irrevocable Letter of Credit for 100% of the Bid value may be substituted by the Contractor for each of the Bonds. The Payment Bond (or letter of credit) will not be released until satisfactory evidence has been provided to the Owner that all outstanding debts, liens, and judgments incurred by the Contractor for the performance of subcontractors, or supplies and materials incorporated into the Work have been paid. The Performance Bond (or letter of credit) will be held in force for one year after the Substantial Completion and will serve as warranty of the Contract. The Irrevocable Letter of Credit for Performance (if used in place of Performance Bond) may not be reduced or released prior to completion of the one year warranty period unless authorized by the Owner.*

Bidder acknowledges receipt of the following Addendum:

# 1 Dated Sept 22, 2014  
\_\_\_\_\_  
\_\_\_\_\_

Bidder agrees to perform all the Work described in the Contract Documents for the following unit prices or lump sum:

## TOWN OF MILTON

### ALGONQUIN ROAD INTERSECTION RECONSTRUCTION

#### NOTES ON SCHEDULE OF PRICES

1. The BIDDER shall insert the unit price or the lump sum price in words and figures and the total amount in all of the blank spaces provided for that purpose in the Schedule of Prices.
2. In the event there is any discrepancy in the BID between any unit or lump sum price in words, in figures, and the extended totals, the unit or lump sum price in words shall govern and the extended totals in each case shall be corrected accordingly. No BID PROPOSAL will be accepted which does not contain a unit or lump sum price as indicated for each item contained in the BID.
3. The BIDDER shall fill in the Subtotal for each page in the Schedule of Prices in the Bid.
4. The BIDDER shall transfer the Subtotal of the figures from the Total Amount in Figures column from each page in the Schedule of Prices to the appropriate space on the Summary of Prices page. The BIDDER shall then fill in the Total Contract Price in both figures and words.
5. All entries in the Schedule of Prices must be made clearly and in ink or type-written.
6. In the event the BIDDER'S "Total Contract Price in Words" is greater than the OWNER's available funding, then the OWNER shall consider reducing the Project. Project reductions may include, but not necessarily be limited to, the elimination of certain bid items, in whole or in part. Contract adjustments would be made accordingly.
7. The "Total Contract Price" is the basis for Bid Comparison.

## TOWN OF MILTON

## ALGONQUIN ROAD INTERSECTION RECONSTRUCTION

SCHEDULE OF PRICES

Item No.	Estimated Quantity	Unit	Brief Description of Item With Unit Price Written in Words	Unit Price in Figures	Total Amount in Figures
1	1	LS	Algonquin Road Intersection Reconstruction		
			<u>Sixty Six Thousand</u> Lump Sum	\$ _____	\$ <u>66,000<sup>00</sup></u>
2	25	CY	Rock Excavation		
			<u>ONE hundred</u> <u>Thirty seven fifty</u> Per Cubic Yard	\$ <u>137.50</u>	\$ <u>3437<sup>50</sup></u>
3	25	CY	Miscellaneous, Extra and Below Grade Excavation		
			<u>Thirty two fifty</u> Per Cubic Yard	\$ <u>32.50</u>	\$ <u>812.50</u>
4	50	CY	Excavation and Replacement Unsuitable Material		
			<u>Thirty-five</u> Per Cubic Yard	\$ <u>35<sup>00</sup></u>	\$ <u>1750<sup>00</sup></u>

TOWN OF MILTON  
ALGONQUIN ROAD INTERSECTION RECONSTRUCTION  
SCHEDULE OF PRICES

\*TOTAL CONTRACT PRICE.....\$ 66,000<sup>00</sup>  
(IN FIGURES)

Sixty Six thousand dollars —

TOTAL CONTRACT PRICE IN WORDS

\*The "TOTAL CONTRACT PRICE IN WORDS" is the basis for Bid Comparison.

The CONTRACTOR must submit the following additional documents with the bid proposal:

- A. Bid on Required Bid Form (Section A.2).
- B. Bid Bond (Section A.3) or Certified Check in the amount of 5% of the bid.

Respectfully submitted:

  
Signature

31 Commerce Ave S. Burl. VT.  
Address

PROJECT MANAGER/ESTIMATOR  
Title

9-23-2014  
Date

\_\_\_\_\_  
License Number (if applicable)

(SEAL) - if BID is by a corporation)

Attest

\_\_\_\_\_

**SECTION A.3**

**BID BOND**

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, Omega Electric Construction Co., Inc.  
as Principal, and United States Surety Company as Surety, are hereby held and firmly  
bound unto Town of Milton, VT as OWNER in the penal sum of Five Percent of Amount Bid  
(5% of Amount Bid)

for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, successors and assigns.

Signed, this 26th day of September, 2014. The Condition of the above  
obligation is such that whereas the Principal has submitted to Town of Milton a certain BID,  
attached hereto and hereby made a part hereof to enter into a contract in writing, for the

Algonquin Road Intersection Reconstruction

NOW, THEREFORE,

- (a) If said BID shall be rejected, or
- (b) If said BID shall be accepted and the Principal shall execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with said BID) and shall furnish a BOND for his faithful performance of said contract, and for the payment of all persons performing labor or furnishing materials in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said BID, then this obligation shall be void, otherwise the same shall remain in force and effect, it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its BOND shall be in no way impaired or affected by any extension of the time within which the OWNER may accept such BID; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

Omega Electric Construction Co., Inc.

Principal

(L.S.)

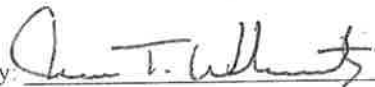
United States Surety Company

Surety

By:



By:



John T. Whiting, Attorney-In-Fact

IMPORTANT - Surety companies executing BONDS must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the state where the project is located.

POWER OF ATTORNEY

AMERICAN CONTRACTORS INDEMNITY COMPANY UNITED STATES SURETY COMPANY U.S. SPECIALTY INSURANCE COMPANY

KNOW ALL MEN BY THESE PRESENTS: That American Contractors Indemnity Company, a California corporation, United States Surety Company, a Maryland corporation and U.S. Specialty Insurance Company, a Texas corporation (collectively, the "Companies"), do by these presents make, constitute and appoint:

**Daniel E. Church, William VerPlanck, John P. Timmeny, John T. Whiting, Paula J. Cantara, Christine M. Hosmer, Michael P. O'Brien, John M. Harbottle, Robert J. Donnelly, III**

its true and lawful Attorney(s)-in-fact, each in their separate capacity if more than one is named above, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver **any and all bonds, recognizances, undertakings or other instruments or contracts of suretyship to include riders, amendments, and consents of surety, providing the bond penalty does not exceed** \*\*\*\*\*Unlimited\*\*\*\*\* **Dollars (\$ \*\*unlimited\*\*).**

This Power of Attorney shall expire without further action on December 08, 2016. This Power of Attorney is granted under and by authority of the following resolutions adopted by the Boards of Directors of the Companies:

*Be it Resolved*, that the President, any Vice-President, any Assistant Vice-President, any Secretary or any Assistant Secretary shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

*Attorney-in-Fact* may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements or indemnity and other conditional or obligatory undertakings, including any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts, and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be binding upon the Company as if signed by the President and sealed and effected by the Corporate Secretary.

*Be it Resolved*, that the signature of any authorized officer and seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signature or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached.

IN WITNESS WHEREOF, The Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 10th day of December, 2012.

AMERICAN CONTRACTORS INDEMNITY COMPANY UNITED STATES SURETY COMPANY U.S. SPECIALTY INSURANCE COMPANY

Corporate Seals



  
Daniel P. Aguilar, Vice President

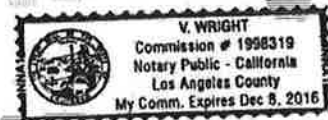
State of California

County of Los Angeles SS:

On 10th day of December, 2012, before me, Vanessa Wright, a notary public, personally appeared Daniel P. Aguilar, Vice President of American Contractors Indemnity Company, United States Surety Company and U.S. Specialty Insurance Company who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct. WITNESS my hand and official seal.

Signature  (Seal)



I, Jeannie Lee, Assistant Secretary of American Contractors Indemnity Company, United States Surety Company and U.S. Specialty Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Los Angeles, California this 20th day of September, 2014

Corporate Seals

Bond No. N/A  
Agency No. 12156



  
Jeannie Lee, Assistant Secretary

Item 1 Copy 13  
Security Paper

- 1-sided Printing
- Color Match
- Anti-fake Watermark
- Anti-Copy Scan Mark
- Inkjet Protection
- Security Features Box
- Microprint Protection
- Acid Free

Item 1 Copy 14  
Security Paper

- 1-sided Printing
- Color Match
- Anti-fake Watermark
- Anti-Copy Scan Mark
- Inkjet Protection
- Security Features Box
- Microprint Protection
- Acid Free

Item 1 Copy 15  
Security Paper

- 1-sided Printing
- Color Match
- Anti-fake Watermark
- Anti-Copy Scan Mark
- Inkjet Protection
- Security Features Box
- Microprint Protection
- Acid Free

Item 1 Copy 16  
Security Paper

- 1-sided Printing
- Color Match
- Anti-fake Watermark
- Anti-Copy Scan Mark
- Inkjet Protection
- Security Features Box
- Microprint Protection
- Acid Free

Omega Excavation & Site Development  
A Division of  
Omega Electric Construction Co., Inc  
31 Commerce Ave  
South Burlington, VT. 05403

Bid:

Town of Milton

Algonquin Road Intersection  
Reconstruction

RECEIVED

SEP 26 2014

TOWN MANAGER'S OFFICE  
MILTON, VERMONT

12:15 pm

Ann Jordan

September 22, 2014

Dear Colleague:

As far as I am aware, the selectboards of Dorset, Killington, Huntington and Fairlee as well as the City Council of South Burlington have all passed a resolution calling for a **two-year cap on the Statewide Education Property Tax Rate at 2015 levels**. Attached is a copy of the resolution for your review.

A cap on the rate will provide much needed and immediate relief to property tax payers and communities confronting rapidly escalating property taxes and affords the Legislature time to enact comprehensive reform to our system of financing education in Vermont.

Residents and voters across Vermont are demanding action from the Legislature to provide relief from the ever growing burden of property taxes to fund education. As many of us learned at the statewide Conference on Education Property Tax and Funding Reform on August 14<sup>th</sup> the current system of financing education is extremely complex and to achieve any relief our Legislators must make reform a high priority. A cap on the rate is a step toward reform that all Vermonters can understand and will provide some immediate relief to the ever increasing burden on our property owners and renters.

**Make no mistake, we all recognize that the enactment of such a cap by the legislature is no substitute for comprehensive reform. It is, however, a means to provide temporary relief while the Legislature and executive branch focus their energy on reform.**

Upon passing this resolution we have communicated our position on this issue to our legislative delegations and candidates for the House and Senate. We are asking them all to **move immediately after the elections in November** to craft legislation that would cap the rate and **pass it within the first two weeks of the session**. That will allow the Legislature time to dedicate maximum attention to comprehensive reform.

We believe that it will take a statewide, community by community effort to gain the political support necessary to meet our request for an immediate cap in 2015. Passage of this resolution is a step your legislative body can take to build that support. That is why I write to you today, as colleagues, asking for your selectboard, city council and/or school board to pass this resolution and transmit it immediately to your delegation and to candidates who may represent your community next year in the Vermont House and Senate.

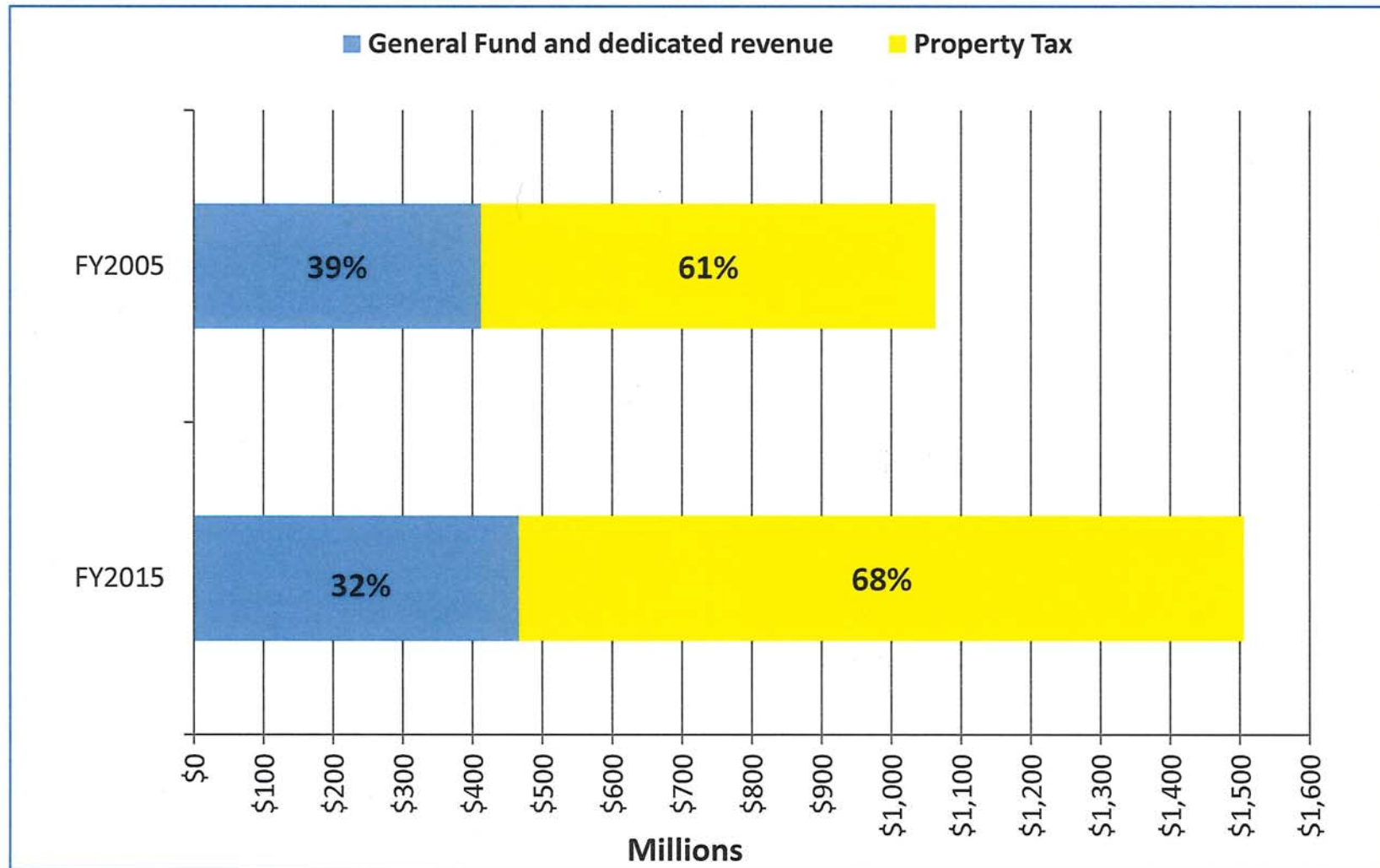
Together we can achieve the type of reform being demanded by our taxpayers. The first step toward reform is to cap the Statewide Education Property Tax Rate. Please join a growing list of communities that are asking for a cap by passing this resolution and letting your candidates for office know of your action. And, please email Beverly Biello at [beverlybiello@hotmail.com](mailto:beverlybiello@hotmail.com) to let us know of your action so that we can maintain a list of those communities that have signed on to this effort.

Thank you for your help with this critically important issue.

Pam Mackenzie, Chair, South Burlington City Council

ATTCH: Resolution

## Education Fund Revenue by Source: General Fund and Dedicated Tax Revenue vs. Property Taxes



Source: Vermont Joint Fiscal Office

**RESOLUTION FOR SUSTAINABLE  
EDUCATION FUNDING REFORM IN VERMONT:**

- Education Funding is a Statewide priority and needs to be addressed at the State level.
- In the past 10 years the Vermont student population has declined by 10,618 (or 10%)
- In the past 10 years Vermont education spending has increased by \$300 million (or 33%)
- In the past 10 years Vermont per student spending has increased by \$6,537 (or 60%)
- In the past 10 years reliance on education property taxes has increased nearly 7%
- Nearly 70% of Education spending is funded by property taxes.

***Vermont has reached its maximum capacity to support education funding through the Statewide Education property tax.***

Vermont cannot ignore the current trends and the limitations of our property tax base.

Without responsible funding system reforms, Vermont schools will be forced to undergo arbitrary and detrimental budget cuts that will affect the quality of education in Vermont.

**Vermont can achieve a sustainable Education future:**

- Create a more diverse education funding system, sharing the costs equally between all our tax resources (income, sales, rooms & meals, and property taxes)
- Simplify the education funding system so it can be understood by the average taxpayer.

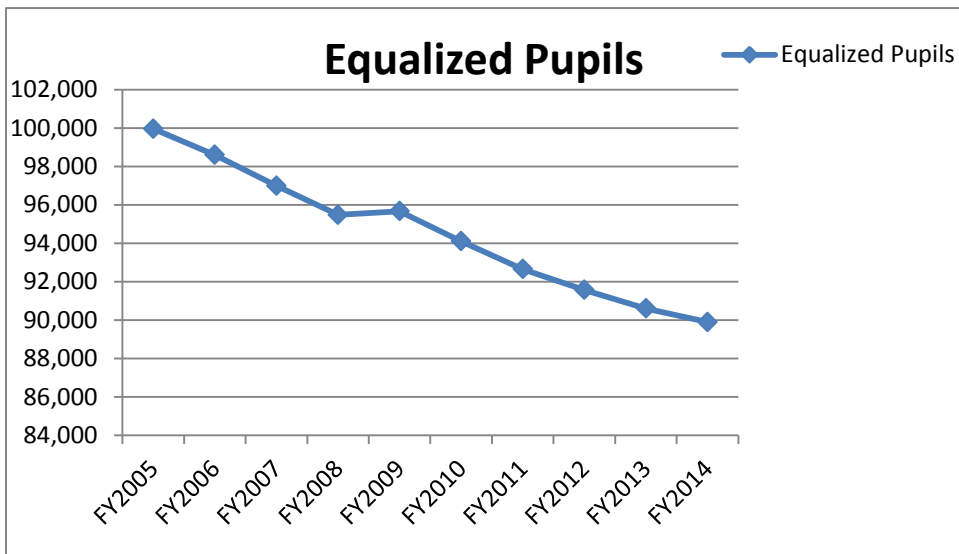
Continued reliance on the education property tax will have a material impact on local government's ability to provide vital services (police, fire, roads etc.) to residents.

***Vermont Towns & School Districts support capping Education Property Tax rates at FY2015 levels for the next 2 years, to allow the Legislature to make the necessary funding reforms that will sustain our Education system into the future.***

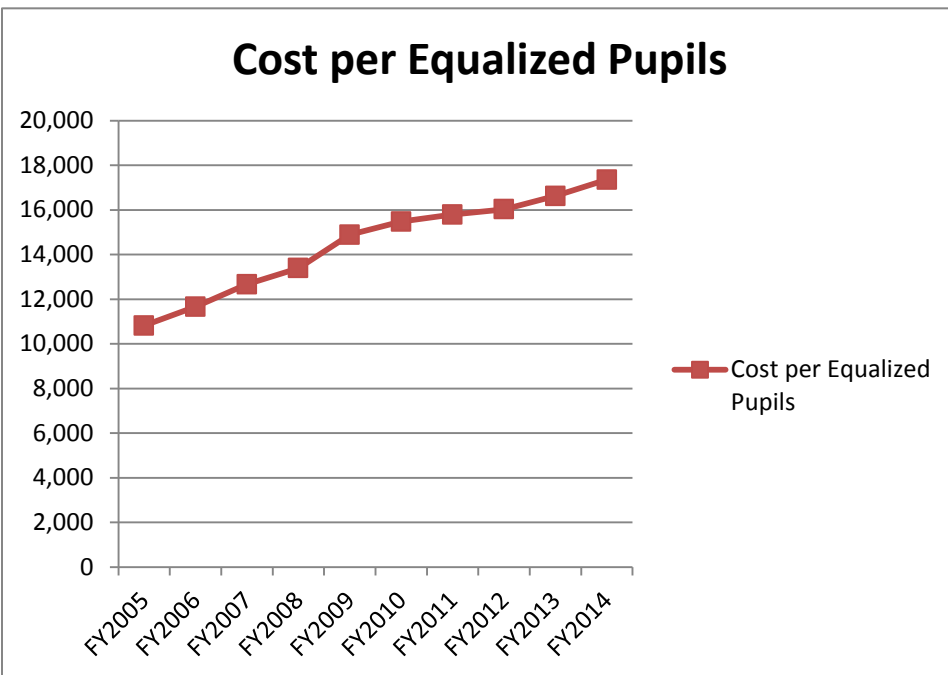
(It is not the intent of this resolution to cap overall education spending).

Be it resolved on this \_\_\_\_\_ day of \_\_\_\_\_ 2014, that the City/Town/ Village/ School District of \_\_\_\_\_ supports the Vermont legislature as they seek out the necessary reforms to the Education funding system.

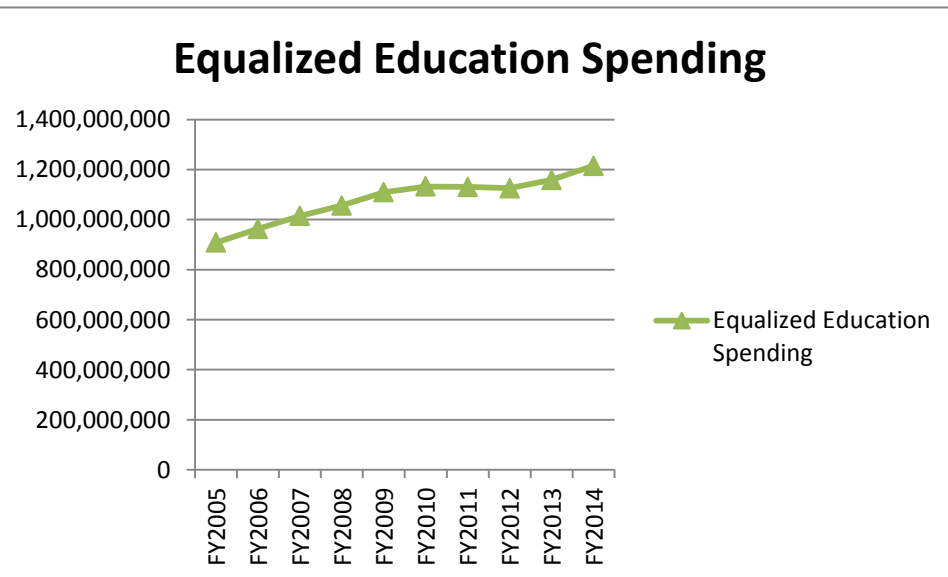
_____	_____
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Since FY2005  
Vermont has 10,618  
less students to  
educate



Since FY2005  
Vermont's per  
student spending has  
increased by \$6,537  
per student



Since FY2005  
Equalized Education  
spending has  
increased by  
\$306,144,847<sup>1</sup>

<sup>1</sup> Per pupil spending by School type, Vermont Dept. of Education: <http://education.vermont.gov/data/per-pupil-spending>

## **RESOLUTION FOR SUSTAINABLE EDUCATION FUNDING REFORM IN VERMONT:**

- Education Funding is a State-wide priority and needs to be addressed at the State level.
- In the past 10 years the Vermont student population has declined by 10,618 (or 10%)
- In the past 10 years Vermont education spending has increased by \$300 million (or 33%)
- In the past 10 years Vermont per student spending has increased by \$6,537 (or 60%)
- In the past 10 years reliance on education property taxes has increased nearly 7%
- Nearly 70% of Education spending is funded by property taxes.

***Vermont has reached its maximum capacity to support education funding through the Statewide Education property tax.***

Vermont cannot ignore the current trends and the limitations of our property tax base.

Without responsible funding system reforms, Vermont schools will be forced to undergo arbitrary and detrimental budget cuts that will affect the quality of education in Vermont.

**Vermont can achieve a sustainable Education future:**

- Create a more diverse education funding system, sharing the costs between all our tax resources (income, sales, rooms & meals, and property taxes)
- Simplify the education funding system so it can be understood by the average taxpayer.

Continued reliance on the education property tax will have a material impact on local government's ability to provide vital services (police, fire, roads etc.) to residents.

**Therefore, be it resolved that we support municipal and school officials, the state administration, and the legislature, beginning immediately as equal partners, to accurately analyze the issues within Acts 60/68 and then create a new education finance system that reduces and reforms the property tax burden. Until then, Education Fund monies should only be used for functions listed in 16 V.S.A. §4025(b). Further, these stakeholders must commit to action on education finance reform within 2 years with consideration given to an array of options including:**

- More efficient governance and service delivery including incentives and ultimately, mandatory consolidation of schools and districts as well as enabling cost sharing among districts and municipalities.
- Statewide teachers' contracts with regional cost of living considerations
- No new unfunded state mandates.
- An evaluation of the cost shift in social service delivery to the education fund.
- Changes to income sensitivity thresholds to encourage more stakeholder participation/contribution and more sustainable funding levels.

Be it further resolved on this 14<sup>th</sup> day of October 2014 that the Town of Colchester, Vermont supports the Vermont legislature as they seek out the necessary reforms to the Education funding system.

**COLCHESTER SELECTBOARD**

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Nadine Scibek, Chair

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Herbert Downing

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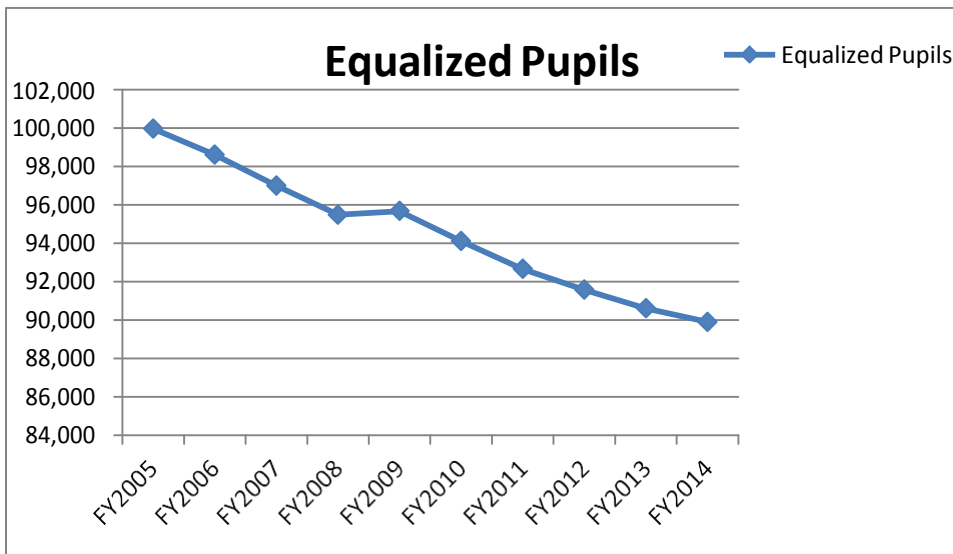
Marc Landry

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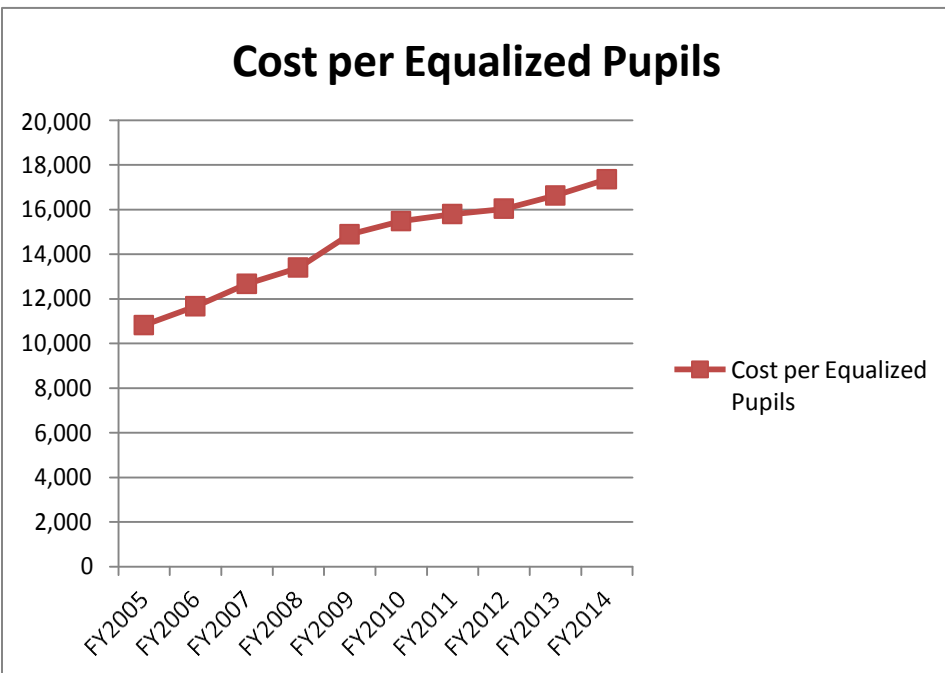
Tom Mulcahy

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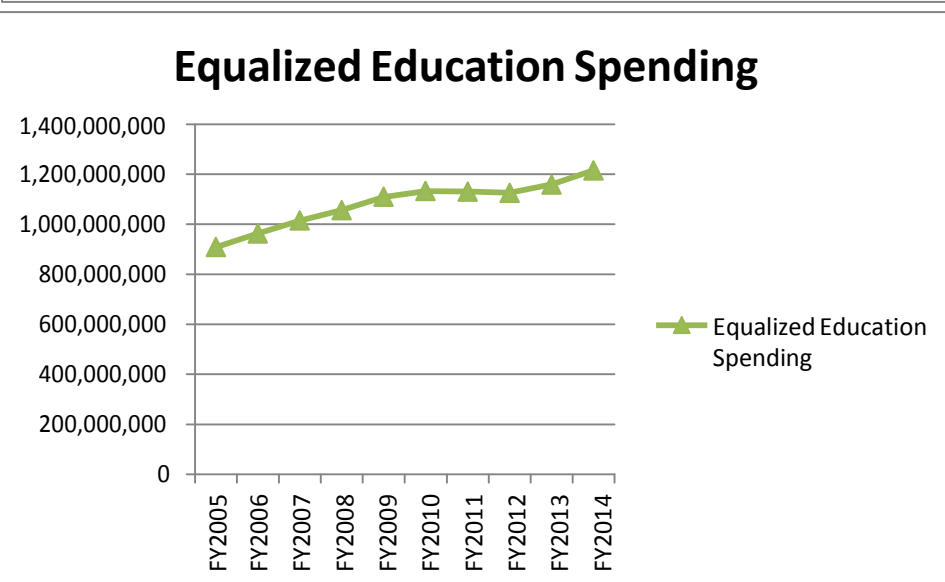
Jeffrey Bartley



Since FY2005  
Vermont has 10,618  
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<sup>1</sup> Per pupil spending by School type, Vermont Dept. of Education: <http://education.vermont.gov/data/per-pupil-spending>

Town of Milton  
Selectboard Meeting Minutes  
September 22, 2014 6:00 PM Board Meeting  
Community Meeting Room

**Selectboard Members Present:** Darren Adams, Chair; John Gifford, Vice Chair; John Bartlett; Clerk, Stuart King, and Brenda Steady

**Selectboard Members Not Present:**

**Staff Members Present:** Brian Palaia, Town Manager; Ann Janda, Management Fellow; Roger Hunt, Public Works Director; Robert Ware, Assistant to the Assessor; Jake Hemmerick, Town Planner; Kym Duchesneau, Recreation Coordinator, Ben Nappi, Assistant Recreation Coordinator; and Meghan Bellavance, Library Director

**Others Present:** Sharon Radtke, Recreation Commissioner; John Lindsay, Recreation Commission; Cyndi Dowling, Recreation Commission; Veronica Valz, Library Trustee; Jen Dooley, Library Trustee; Tracey Hempstead, Library Trustee; and Gail Wixson, Library Trustee

- I. **Call to Order** – Adams called the meeting to order at 6:00 p.m.
- II. **Flag Salute** – Adams led the attendees in a Salute to the Flag.
- III. **Agenda Review** – Adams added School Facilities meeting as item J and a brief discussion of SLB code of conduct as item K
- IV. **Public Forum** – Nothing
- V. **Appointments/Resignations/Recognition**
- VI. **New Business**

**A) Joint Library Trustee Meeting**

Adams stated that every year the Selectboard meets with Milton's various boards and commissions and tonight we are starting with the Library Trustees. The new Milton Library Director, Meghan Bellavance, was introduced to the Selectboard. Adams said he knows the Trustees are delighted to have Bellavance here. Adams asked what might be in store budget-wise. Bellavance said there would not be any big changes, except perhaps some computer upgrades and technology related items. Gifford said last year during the budget process, the former director said that people with military IDs could get into Consumer Reports and that type of thing. Bellavance said yes, it started July 1, and it is up on the Library Home page. She said it is also something that the Library promotes one on one as people come in. Gifford said he thought that e-books and subscriptions would be wonderful things to promote. Bellavance said the Library is targeting the holiday season to push a lot of these items. Bellavance has been at many community events to promote things like e-readers. Bartlett asked about the free pass program for Echo, Shelburne Farms, etc. Bellavance said that has been a really successful program. Adams asked about any schedule changes. Bellavance said before she came on, six extra hours were already approved, and on October 4, the Library will extend Saturday hours. She said she is doing some programming around movies.

Bellavance said one of the goals is to make the Library more of a meeting place. Bartlett asked if the Library has ever considered installing speakers on the ceiling to make the movie experience better in the library. Bellavance said it was a good idea and they could look into it. Adams asked how the Purchase Order process has been going, and Bellavance said it has been working very well.

**B) Joint Recreation Commission Meeting**

Adams stated that at the last meeting possible upgrades to the Recreation Facility were discussed, and he asked if there had been any follow up. Palaia said staff has contacted the architect with the changes that were discussed and they will be working on that. Kym Duchesneau, Recreation Coordinator, said that there will be a Park Improvements Celebration on October 11, with a ribbon cutting and refreshments. At that event, the Town will introduce the new shade structure, path, swing sets, a new barbeque grill, the bridge, the tennis courts, and the fieldhouse improvements. John Lindsay, of the Recreation Commission said there will also be a giant pumpkin contest. There will be prizes for largest and heaviest. Gifford asked how the Touch a Truck event went. Duchesneau said around 400 or 500 people showed up and it was a great event. Gifford said there have been great events lately. Adams asked about possibly doing outdoor movies. Duchesneau said she that is a great idea. Sharon Radtke, Recreation Commissioner, said they did that in East Lansing, Michigan and it was very popular. Duchesneau said they are also working on a dog park grant, and that should be on the October 6th Selectboard agenda. Lindsay said they have been getting feedback that there hasn't been enough advertising for Recreation events and asked if the Selectboard had any ideas about that. Bartlett said a big screen TV with event information scrolling in the Town office would be good. Palaia said the Town has been waiting to see if it can get a free screen. Adams said we should probably just move on that. Adams said we should promote the 4<sup>th</sup> of July event as much as we can. Recreation Commission member Cyndi Dowling, who puts the Winter Festival together, said last year we had a banner, it was advertised in the paper, and there were flyers, so she is not sure how much more we can do, but the Recreation Commission does plan to buy another banner. This year the event will be on the 13<sup>th</sup>, 14<sup>th</sup>, and 15<sup>th</sup>. Dowling asked if there were any suggestions for pizza other than Dominos. Palaia suggested checking into the school lunch program. Adams suggested food trucks and vendors. As for advertising, Dowling said the school used to put out recreation information, and a lot more families got the information. Now the schools say they don't have time to do that. Bartlett asked if we were still considering putting up a sign below both of the Town signs that included event information. Palaia will confirm whether an adjustment made to the Town signs to make that possible. Gifford suggested putting a banner at Middle Road/Railroad Street. Lindsay said that is a possibility. Radtke suggested putting banners on CCTA buses. Dowling said it would be good to see if we could get corporate sponsors for the Winter Festival. Adams thought maybe Hannaford's.

**C) Errors & Omissions Adjustments**

Palaia said that once the Assessor's Office finishes assessing the Grand List, they need written authorization from the Selectboard to adopt any changes. As the Grand List is corrected, the Assessor's Office will be producing a few more of these Errors & Omissions Adjustments documents for approval. Gifford said the 4<sup>th</sup> property down needs to be corrected because there is no value change, only an address correction. Bob Ware, Assistant to the Assessor, said he would correct that item. Gifford asked if there was a grace period if people wanted to appeal the decision. Ware said that for this year

the appeal deadline has passed, but any change in value by Errors and Omissions, the property owner is still entitled to appeal within a limited time frame. In these cases, the appeal opportunity has been granted and the allotted time period has expired prior to Selectboard sign off.

Gifford motioned to approve the Errors and Omissions document with the edit to the 4<sup>th</sup> property listed, second by Bartlett. **Approved Unanimously.**

**D) Surety Amount Acceptance for Sidewalk at 327 Route 7 South**

Jake Hemmerick, the Milton Town Planner asked the Selectboard to consider the surety amount of \$3,575 to be held by the Town in order to guarantee the successful construction of 143 linear feet of sidewalk along US 7 by a developer. Hemmerick said the Town wants the sidewalk to be put in and this is the leverage the Town needs to ensure that it happens. King said he was concerned about all the dead end sidewalks where there is no safe way for someone to cross the highway. Palaia said that this issue was brought up at the Route 7 Corridor Study meeting today and it was agreed that it is something that needs to be addressed. He said the Selectboard can talk about that more at the October 6 Selectboard meeting. King said we really need to look at pedestrian safety. Roger Hunt, Public Works Director, reminded the Selectboard that we need to get VTrans approval for crosswalks. Adams said the 30 feet of missing sidewalk gap that will occur with this project is a concern. Hunt said he will be pursuing a transportation alternatives grant to fill in some of the sidewalk gaps around Town. He plans to discuss that with the Selectboard on October 6. Adams really thinks the DRB should request the whole amount of sidewalk be built by the developer. Hemmerick suggested going forward with this amount now as the DRB has already made their decision. Hemmerick said this developer has no issue with building the sidewalk. Adams says this items needs to be item number one for discussion.

Bartlett moved to approve the surety amount of 3,575 for the guarantee of successful construction of 143 feet of sidewalk along US 7 by a developer as presented, second by Gifford.

Adams opened it up for further discussion.

King said he was concerned that this might not be enough money. Adams asked if we were tied to this amount. Palaia said no, we can make it higher.

Bartlett changed his motion to approve the surety amount of \$7,000 for the guarantee of successful construction of 143 feet of sidewalk along US 7 by a developer as presented, second by Gifford. **Approved Unanimously**

**E) Approve and Execute Sewer Rehabilitation Project Loan Documents**

Palaia said that at Town Meeting in 2013, voters approved a loan to do sewer rehabilitation work. The Town has delayed proceeding with the loan in order to delay the cost to the sewer fund, but the Town cannot wait any longer.

Gifford motioned to adopt the resolution for certificate of general obligation for Vermont Clean Water State Revolving Fund with the Town Treasurer putting in the loan deposit information, otherwise as presented, second by King. **Approved Unanimously.**

Gifford motioned to approve the general obligation bond agreement dated October 1, 2014 in the amount of \$149,921 as presented, second by Bartlett. **Approved Unanimously.**

Gifford motioned to adopt the general obligation bond itself in the amount of \$149,921 as presented, second by Bartlett. **Approved Unanimously.**

**F) Paving Bid Award for Portions of Main Street/Railroad Street**

Palaia stated that we received three bids ranging from \$37,000 to just over \$50,000. S.D. Ireland was the low bidder at \$37,000. The work is to add a shim layer to fill the wheel ruts in the northbound lane of Railroad Street, cleaning up the cross trench at the intersection of Railroad and Cherry Street, and cleaning up the rail crossing on Main Street. He said staff proposes adding back \$4,000 to the low bid in order to handle any contingencies. King asked about the specs on the milling and paving on Railroad Street. Hunt said there is a cross trench that needs grinding, and then the Town will be shim coating the wheel ruts in the north bound lane.

Gifford moved to authorize the paving contract for Fall 2014 Paving to S.D. Ireland Brothers, Inc. in an amount not to exceed \$41,000, second by Bartlett. **Approved Unanimously**

**G) Water & Wastewater Connection Fee Rate Reduction Request for Age Restricted Housing**

Palaia stated that staff wanted to present to the Selectboard a proposal by a developer regarding a reduced rate for Age Restricted Housing. He said staff has put together some numbers to explain how this would affect our revenue. Aldridge + Elliot Engineers are working on a rate study now, which will be presented in a few months. Gifford noted that this is for hook-up fees, and the connection costs are the same for us regardless, so he doesn't know why we would do this. Gifford said, on the other hand, he feels like this is for Age Restricted housing and should be considered. King said this has nothing to do with that, because it is the developer that will save money, not the tenants. Hunt said when we set the connection fees last year; we raised the residential connection fee, but left the commercial rates the same to provide an incentive for commercial growth. Bartlett asked if this request was based on the fact that these units will be single occupancy. Hunt said yes, for a normal residential structure, the rate is based on 1.5 people per bedroom and Age Restricted housing has an average of 1.0 persons per unit. King said that there is no reason for us to lose this amount in fees. Bartlett and Gifford said they weren't up for changing the rates. The item will be dropped from consideration.

**H) Vermont League of Cities and Town's Policy Platform**

Palaia stated that the VLCT draft policy platform will be discussed in the next legislative session. The language about property tax reform is in line with the discussion Municipal Leaders and School Boards had on that topic in South Burlington over the summer. Gifford said all this platform is saying is to look at the funding mechanism, but not at cutting costs. Palaia said it is very oriented at looking at the tax structure overhaul. He said the people who put the language together looked at all the ways we could cut costs, but decided it wouldn't be wise to put all the eggs in one basket so they decided not to put any language in there that would cause it to be thrown out by those who will not buy into specific cost cutting concepts. They decided to keep it broader. Palaia said

we can draft an amendment to suggest looking at ways to cut costs. Adams said that maybe this is the year that we want to encourage the NEA to continue to screech about saving the schools and protecting the teachers union in order for that to play out. King said that he thinks cost containment is a good way to approach it and that we should suggest that they include that. Adams said that school consolidation could save a lot of money. Palaia said that they could call it regionalization. Gifford said people are tired of negotiating with the Towns to fix this, so it needs to be handled at the state level. Palaia said there is also a section on growth and local land use on page 13. He said Milton added sections here last year about supporting other economic development programs. Palaia also suggested language such as "states should streamline the permitting process." Gifford suggested adding language about freezing the tax rate for the first ten years to stimulate economic development.

## **VII. Old Business**

### **I) Update on US-7 / Middle Road / Railroad Street Intersection**

Palaia said that the Town put together information about the surrounding development for VTrans as per their request. He said the Transportation Secretary also asked us to talk to the property owner who owns the potential right of way, and there is a meeting scheduled with him tomorrow. Palaia said the Transportation Secretary would like us to make sure this property owner doesn't hold the project hostage before they make a decision about constructing the full hourglass design. The Town will also look at the cost of constructing the southern hourglass without assistance from VTrans.

### **J) School Facilities Meeting**

Adams said that he attended the first school facilities meeting. The first meeting was an overview of the Town's Capital Improvement Plan. Adams was pleasantly surprised that they want to be a part of the Town's Capital Improvement Plan, which will contribute to the success of capital projects in the future. Adams also suggested that experts from Town staff attend these meetings in the future. Gifford said that we need to work together because at some point they are going to ask the public to approve a bond for deferred maintenance and we need to be on the same page with bond requests.

Bartlett said that with John Cushing officially announcing his retirement, we should have a conversation about recognizing his years of service. Gifford said we also need to have a conversation about separating the Town Clerk and Town Treasurer roles. Adams asked about transition plans. Palaia said he spoke with Paulette, the Assistant Town Clerk. Adams asked if Palaia could follow up on that tomorrow.

### **K) Selectboard Code of Conduct**

Deferred

## **VIII. Reconsideration – Nothing**

## **IX. Manager's Updates**

### **Public Works Administration**

- The Park Shade Structure work was awarded to WRS Investments. Work is anticipated to start Monday the 22nd. Highway/B&G staff will be building the paths next week as well.

- The Everest Road and Algonquin Reef Intersection projects are out to bid. Bids are due on the 24th for Everest Road and 26th for Algonquin. The staggered approach gives the bidders to adjust their bid for the smaller project. The non-mandatory pre-bid meeting was held this past Tuesday, 4 firms were present.
- Nothing new to report on the McMullen Road Sidewalk preliminary plan review.
- Cherry Street - We have received feedback and an estimate from NECR/GWRR's engineer to provide the plan review and other associated costs. They are asking us to remove the abandoned east rail siding and pay to relocate the east crossing signal closer to the active rail. We do not believe this should be our cost and have requested the railroad to provide an explanation. Once we get the scope squared away will ask the State if these costs are eligible for re-imbursement.
- The US 7 Corridor Study Advisory Committee Meeting was today preparing for the public input session hosted by the SLB at your next meeting
- The next Multi-Use Path/Sidewalk Scoping Study Meeting is this Thursday
- We are waiting the signed contract agreement from VTrans to initiate the Railroad Street Sidewalk Scoping study.
- Major projects working on the coming weeks:
  - Priming of Field House should be complete this week; we will need to settle on a color very soon for final paint.
  - Repairing slope in Ravine on Stacy St, should be complete this week
  - Hauling in the remaining winter sand
  - Changing equipment focus to prepare for winter operations
  - Preparing for small garden area, and beautification of municipal grounds mid October, Ann answered questions about this
- Awaiting schedule for delivery of the next new tandem and single axle trucks, Schedule is now looking like the 25th for the Tandem, the single axle will be in the build bay following delivery

#### Water/Wastewater

- Basin # 3 cleaning
- Champlain Water District conducted a water realignment in Colchester, this required the water to be shut off at the Town line. Water was then fed backwards from the tanks on Westford Road. This went well, but we are still experiencing minor air in the lines. Staff has been periodically flushing hydrants to push the air out.

#### Police

- The Police want to remind people to properly secure and dispose of unused and expired medications at a Drug Take Back Day, September 27, 10 AM to 2 PM, at the Milton Kinney Drugs.
- We were awarded a \$16,500 grant to replace our mobile data terminals in our police cruisers

#### Fall/Winter programs and events:

- **Milton Farmers Market:** The market finale will be Thu, Sept. 25 from 4-7pm. The market has really done well (much improved) in its new location. Healthy Community Design Task Force committee is very pleased and look forward to next year's season!
- **Park Improvements Celebration:** Sat, Oct. 11 (10am) right before the Fire Station Open House begins at 11am. Ribbon cutting, white board with illustration of funding sources,

refreshments, show off the completed projects such as tennis court revitalization, paved parking lot, shade structure, swing structures, port-o-let enclosure, gravel pathway, Eagle Scout bridge, cleaned up pond area, new windows in blockhouse, painted fieldhouse, etc. Plus, results of the Giant Pumpkin Growing Contest.

Park Projects:

- **Dog Park (Grant):** To be included on the next SLB meeting agenda (Mon, Oct. 6), Recreation is working on a State of VT Recreational Facilities Grant to help fund a Dog Park in Bombardier Park near the VAST trails/baseball field. The maximum amount is \$20K and there is a 1:1 match. Due date is Oct. 10.

**X. Potential and/or Future Agenda Items –**

**XI. Minutes of September 8, 2014**

Bartlett moved to approve the September 8, 2014 minutes as presented, second by Gifford. King abstained. **Approved Unanimously.**

**XII. Warrant/Report #6 and Supplemental Warrants**

Bartlett reviewed the FY15 Warrant/Invoice Report #6 for Board orders in the amount of \$300,990.99. Bartlett noted some items of interest:

- \$7,000 to Arrowhead Senior Center for FY15 Annual Allocation
- \$51,982.35 to Champlain Water District for August Town water purchase
- \$2,317 to Finish Solutions for undercoating/powder coating 2 tandem axle and 1 single axle (new Town highway trucks)
- \$500 to Milton Artists' Guild for FY15 Annual Allocation
- \$500 to Milton Little League Baseball for FY15 Annual Allocation
- \$12,884.23 to Stitzel, Page & Fletcher for legal work on various cases/topics
- \$6,999 to The Tech Group for new MS exchange server & licenses
- \$56,174.98 to the Town of Colchester for 1st payment of 3 for annual police, fire & rescue dispatching
- \$1,900 to UVM for EMT class for two Rescue staff members
- \$4,906.62 to WEX Bank - Milton Town vehicles fuel charge account

Bartlett moved to approve Warrant #6 for a total of \$300,990.99, second by Gifford. **Approved Unanimously**

**Supplemental Warrant 1:** \$43,250.00 People's United Bank (principal payment WWTF Bond)

Bartlett moved to approve Supplemental Warrant 1 in the amount of \$43,250.00, seconded by Gifford. **Approved Unanimously.**

**Supplemental Warrant 2:** \$179,158.94 People's United Bank (RF1-147)

Bartlett moved to approve Supplemental Warrant 2 in the amount of \$179,158.94, seconded by Gifford. **Approved Unanimously.**

342 **XIII. Executive Session per V.S.A. Title 1 Section 313**

343  
344 Gifford motioned that premature public knowledge about a personnel matter would cause the  
345 Town or person to suffer a substantial disadvantage, second by Bartlett. **Approved**  
346 **Unanimously.**

347  
348 Gifford moved to enter into executive session to discuss a personnel matter under the  
349 provisions of 1 V.S.A. § 313 (a)(3) of the Vermont Statutes, second by Bartlett. **Approved**  
350 **Unanimously**

351  
352 Executive Session was entered into at 8:35. There were no actions as a result of the session.

353  
354 **XIV. Adjournment**

355  
356 Giffords moved to adjourn the meeting at 9:30 p.m., second by Bartlett. **Approved**  
357 **Unanimously**

358  
359 *These proceedings were filmed by LCATV and audio-recorded by the Town.*

360  
361 **Respectfully Submitted,**

362  
363 \_\_\_\_\_ Date: \_\_\_\_\_  
364 John Bartlett, Selectboard Clerk

365  
366 Filed with Milton Town Clerk's Office on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

367  
368 **ATTEST:** \_\_\_\_\_ Milton Assistant Town Clerk

Town of Milton  
Selectboard Meeting Minutes  
September 29, 2014 6:30 PM Board Meeting  
Town Manager Conference Room

**Selectboard Members Present:** Darren Adams, Chair; John Gifford, Vice Chair; John Bartlett; Clerk, Stuart King, and Brenda Steady

**Selectboard Members Not Present:**

**Staff Members Present:** Brian Palaia, Town Manager

**Others Present:**

I. **Call to Order** – Adams called the meeting to order at 6:31 p.m.

II. **Executive Session per V.S.A. Title 1 Section 313**

Gifford motioned that premature public knowledge about a personnel matter would cause the Town or person to suffer a substantial disadvantage, second by Bartlett. **Approved Unanimously.**

Gifford moved to enter into executive session to discuss a personnel matter under the provisions of 1 V.S.A. § 313 (a)(3) of the Vermont Statutes, second by Bartlett. **Approved Unanimously**

Executive Session was entered into at 6:32. There were no actions as a result of the session.

III. **Adjournment**

Gifford moved to adjourn the meeting at 8:02 p.m., second by Bartlett. **Approved Unanimously**

**Respectfully Submitted,**

\_\_\_\_\_  
Date: \_\_\_\_\_  
John Bartlett, Selectboard Clerk

Filed with Milton Town Clerk's Office on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

ATTEST: \_\_\_\_\_ Milton Assistant Town Clerk

10/02/14  
08:24 am

TOWN OF MILTON Accounts Payable  
Warrant/Invoice Report # 7

Revised - OK  
md 10/2/14  
3 10/2/14

Page 1 of 8  
brenda

By due date and vendor name for check acct 1(GENERAL FUND) and due dates 10/07/14 thru 10/07/14

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
-----							
17024 ADAMSON INDUSTRIES CORP.							
00004428	123955	Interceptor, Siren switch	38-20-420-742.00	VEHICLES - POLICE	953.40	953.40	✓
15310 AGENCY OF TRANSPORTATION							
00003401	090514	Supplies	10-30-430-612.00	GENERAL SUPPLIES	7.00	7.00	✓
84319 ALDRICH & EILLOTT, PC							
00004450	75097	Prof Serv	38-30-432-440.00	Facilities Plan Update	3,856.90	3,856.90	
00004448	75130	Prof serv	27-00-000-391.30	Everest Road Reconstructi	7,450.00	7,450.00	
00004449	75131	Prof Service	27-00-000-391.20	Alogonquin Reef Intersect	4,950.00	4,950.00	
					16,256.90	16,256.90	✓
12430 ALL STATES ASPHALT INC							
00003399	1057022	Chloride	10-30-430-602.10	CHLORIDE	2,610.00	2,610.00	✓
30201 BIDWELL, WALTER & ELLA							
	092314	Overpay't of taxes	10-00-000-254.00	DUE TAXPAYER-TAX OVERPMT	0.00	858.54	
	092314	Overpay't of taxes	10-00-000-254.00	DUE TAXPAYER-TAX OVERPMT	0.00	47.58	
					0.00	906.12	✓
19000 BOND AUTO PARTS, INC.							
00003347	17-299263	Vehicle maint	10-30-430-430.10	VEHICLE MAINTENANCE	12.96	18.49	
00003375	17-306007	Vehicle maint	10-30-430-430.10	VEHICLE MAINTENANCE	133.56	133.56	
00003406	17-306473	Misc parts	10-30-430-430.10	VEHICLE MAINTENANCE	80.89	80.89	
00001476	17-307087	Supplies	50-10-410-612.00	GENERAL SUPPLIES	5.29	5.29	
					232.70	238.23	✓
19941 BROWN, ELLA & TAMMY							
	092314	Overpay't of taxes	10-00-000-254.00	DUE TAXPAYER-TAX OVERPMT	0.00	10.50	✓
20558 BUCK SUPPLY & DISTRIBUTION							
00001514	134505-00	Supplies	50-10-410-611.00	OFFICE SUPPLIES	40.95	40.95	
00001514	134505-00	Supplies	55-20-420-611.00	OFFICE SUPPLIES	40.95	40.95	
					81.90	81.90	✓
27806 BUSINESS CREDIT CARD SERVICES							
00008412	092514	Background check	10-10-416-330.00	OTHER PROFESSIONAL	30.00	30.00	
00001508	100714	LED Monitor	55-20-420-613.00	TECHNOLOGY	679.98	679.98	
00004447	10072014	Crystal Training /Mary T	10-10-413-820.00	PROFESSIONAL DEVELOPMENT	259.00	259.00	
00001507	1841858	Supplies	55-20-420-612.00	GENERAL SUPPLIES	813.50	813.50	
					1,782.48	1,782.48	✓
48250 BWP DISTRIBUTORS INC							
00003372	11143-52359	Vehicle maint	10-30-430-430.10	VEHICLE MAINTENANCE	61.04	61.04	✓

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By due date and vendor name for check acct 1(GENERAL FUND) and due dates 10/07/14 thru 10/07/14

Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
-----							
54050 CASELLA WASTE SYSTEMS INC							
	2323449	Rubbish Removal	10-30-432-421.00	DISPOSAL & REFUSE	0.00	495.69	
	2323449	Rubbish Removal	50-10-410-421.00	DISPOSAL & REFUSE	0.00	32.00	
	2323449	Rubbish Removal	55-20-420-421.00	DISPOSAL & REFUSE	0.00	503.06	
					-----	-----	
					0.00	1,030.75	✓
23603 CENTABAR, JON							
	092214	Mileage reimb/Seminar	10-20-420-580.00	TRAVEL	0.00	175.72	✓
23262 CERTIFIED AMBULANCE GROUP, INC.							
	MIL-1014	Recovery EMS fire	10-20-422-360.00	CONTRACTED SERVICES	0.00	345.00	
00004451	PMIL03161	Refund CMil05422	10-20-000-343.10	RESCUE FEES	112.91	112.91	
					-----	-----	
					112.91	457.91	✓
25194 CHARLEBOIS TRUCK PARTS, INC							
00003354	1242530030	Vehicle maint	10-30-430-430.10	VEHICLE MAINTENANCE	227.96	227.96	✓
25930 CHITTENDEN COUNTY REGIONAL							
00004453	15-07-108	Sidewalk Scoping	38-30-430-450.27	Milton Sidewalk Scoping	444.62	444.62	✓
26250 CHITTENDEN SOLID WASTE DISTRICT							
	IVC020982	Biosolids Disposal	55-20-420-340.00	TECHNICAL SERVICES	0.00	6,466.19	✓
26928 CIVES CORPORATION,DBA							
00003348	4458392	Vehicle maint	10-30-430-430.10	VEHICLE MAINTENANCE	250.00	250.00	✓
26950 CLARK'S TRUCK CENTER							
00003403	345805	Vehicle maint	10-30-430-430.10	VEHICLE MAINTENANCE	80.87	80.87	✓
27199 CLEAR VIEW GLASS							
00003405	2175	Vehicle maint	10-30-430-430.10	VEHICLE MAINTENANCE	56.42	56.42	✓
27380 COMCAST							
	091814	Internet	10-30-429-530.20	COMMUNICATIONS-OTHER	0.00	78.78	✓
28450 CUSHING, JOHN							
	092314	Travel/conference	10-10-412-580.00	TRAVEL	0.00	120.06	✓
43491 DUCHESNEAU, KIMBERLY							
	090814	Reimb supplies	10-50-452-611.00	OFFICE SUPPLIES	0.00	17.99	
	092614	Mileage Lake Morey resort	10-50-452-580.00	TRAVEL	0.00	101.70	
					-----	-----	
					0.00	119.69	✓
30229 EAGLE POINT GUN							
00002850	37176	Supplies	10-20-420-612.00	GENERAL SUPPLIES	530.00	530.00	✓

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Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
-----							
31177 ENDRES, JOAN							
	092414	Water Painting reimb	10-50-000-347.00	RECREATION FEES	0.00	160.00	✓
28120 EXIT 18 EQUIPMENT							
	00009157 29131	Blades & Belt/Mower	10-30-432-430.10	REPAIR & MAINT-EQUIPMENT	98.95	98.95	✓
40332 FASTENAL COMPANY							
	00003343 VTWIN37098	Vehicle maint	10-30-430-430.10	VEHICLE MAINTENANCE	54.84	54.84	✓
34350 GALE/CENGAGE LEARNING							
	53157804	Large Book Prints	10-50-451-640.35	BOOKS-LARGE PRINT	0.00	185.17	
	53303811	Large Book prints	10-50-451-640.35	BOOKS-LARGE PRINT	0.00	48.73	
					-----	-----	
					0.00	233.90	✓
34300 GALL'S INC							
	00002869 002412905	Boots	10-20-420-650.00	UNIFORMS	102.00	102.75	
	00002869 002430588	Supplies	10-20-420-612.00	GENERAL SUPPLIES	103.25	103.25	
	00002869 002453314	Car seat, Led light	10-20-420-612.00	GENERAL SUPPLIES	196.00	196.00	
	00002870 002453668	Supplies	10-20-420-612.00	GENERAL SUPPLIES	241.00	241.00	
					-----	-----	
					642.25	643.00	✓
36878 GRAY ROCK QUARRY LLC							
	00003336 3998	Gravel	10-30-430-602.20	PLANT MIX / GRAVEL	5,694.93	5,694.93	✓
37530 GREATER BURLINGTON YMCA							
	00005602 2014MILTONBY	Swimming prog	10-50-452-830.07	SWIMMING	248.00	248.00	
37600 GREEN MOUNTAIN POWER							
	092214	Electricity	10-30-432-622.00	ELECTRICITY	0.00	4,831.62	
	092214	Electricity	10-30-432-622.50	ELECTRICITY - STREET LIGH	0.00	2,524.44	
	092214	Electricity	50-10-410-622.00	ELECTRICITY	0.00	1,715.98	
	092214	Electricity	55-20-420-622.00	ELECTRICITY	0.00	7,763.71	
					-----	-----	
					0.00	16,835.75	✓
39160 HEMMERICK, JACOB							
	00005591 092214	Hard cider making	10-50-452-831.00	REVENUE PROGRAMS	50.00	16.00	✓
31736 HP FAIRFIELD							
	00003386 211786	Vehicle maint	10-30-430-430.10	VEHICLE MAINTENANCE	270.92	270.92	✓
40700 INGRAM LIBRARY SERVICES							
	00051434 60747877	Books	10-50-451-640.30	BOOKS-JUVENILE	163.16	163.16	
	00051434 60748732	Books	10-50-451-640.25	BOOKS-CHILDRENS	8.25	8.25	
	00051443 60751611	Books	10-50-451-640.10	BOOKS-ADULTS	113.09	105.87	
	00051444 60754387	Audios	10-50-451-640.15	AUDIOS	52.76	45.99	

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Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
00051450	60754388	Books	10-50-451-640.10	BOOKS-ADULTS	589.01	589.01	
00051451	66521838	Videos	10-50-451-640.50	VIDEOS	42.70	42.70	
00051434	66524655,69	Books	10-50-451-640.25	BOOKS-CHILDRENS	489.87	489.87	
00051450	66525287	Books	10-50-451-640.10	BOOKS-ADULTS	30.29	30.29	
					1,489.13	1,475.14	✓
56940	JANDA, ANN						
	091814	ICMA conference	10-10-410-580.00	TRAVEL	0.00	917.87	✓
49931	JOHNSON HARDWARE & RENTAL						
00003368	TR2102	Small tools	10-30-430-825.00	SMALL TOOLS	329.14	329.14	✓
77230	KIRBYBUILT QUALITY PRODUCT						
00005583	KB877	BBQ Grill /Pavilion	10-50-452-831.05	From Rec Donations	274.68	274.68	✓
45495	LAKE CITY FIRE EQUIPMENT						
00010915	14636	Machinery & equip	10-20-421-740.00	MACHINERY/EQUIPMENT	700.00	711.63	✓
45483	LAKE MOREY RESORT						
00005579	092614	Conf Vt Gov	10-50-452-580.00	TRAVEL	92.00	92.00	✓
46112	LANG, CELESTE						
	092314	Overpay't of taxes	10-00-000-254.00	DUE TAXPAYER-TAX OVERPMT	0.00	652.80	✓
46556	LENNYS SHOES						
00001499	131978,511	Workboots Nate,Art	50-10-410-290.00	OTHER EMPLOYEE BENEFITS	140.00	140.00	
00001499	131978,511	Workboots Nate,Art	55-20-420-290.00	OTHER EMPLOYEE BENEFITS	140.00	140.00	
					280.00	280.00	✓
48030	MANATRON INC						
00014345	INVC050775	Ratetable	10-10-414-340.00	TECHNICAL	863.78	863.78	✓
48467	MILTON ACE HARDWARE LLC						
00003333	10273	Supplies	10-30-430-612.00	GENERAL SUPPLIES	34.96	34.96	
00009162	10298	Supplies	10-30-432-612.00	GENERAL SUPPLIES	30.33	30.33	
00001475	10343	Supplies	55-20-420-612.00	GENERAL SUPPLIES	5.60	5.60	
00009175	291234	Supplies	10-10-000-321.40	1/2 Penny for Recreation	361.43	361.43	
					432.32	432.32	✓
69870	MILTON BUILDING SUPPLY						
00009155	78889	Misc items	10-30-432-430.00	REPAIR & MAINT-FACILITIES	45.70	45.70	✓
53950	MILTON RENTAL & SALES CENTER INC						
00003340	01-327332-01	Repair and Maint	10-30-430-430.00	REPAIRS MAINTENANCE	6.89	6.89	✓
54180	MINNESOTA LIFE INSURANCE CO						
	34186	Life ins	10-10-410-210.30	GROUP LIFE INS & AD&D	0.00	54.00	

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Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
	34186	Life ins	10-10-412-210.30	GROUP LIFE INS & AD&D	0.00	49.32	
	34186	Life ins	10-10-413-210.30	GROUP LIFE INS & AD&D	0.00	41.38	
	34186	Life ins	10-20-420-210.30	GROUP LIFE INS & AD&D	0.00	246.41	
	34186	Life ins	10-20-421-210.30	GROUP LIFE INS & AD&D	0.00	5.78	
	34186	Life ins	10-20-422-210.30	GROUP LIFE INS & AD&D	0.00	12.85	
	34186	Life ins	10-30-429-210.30	GROUP LIFE INS & AD&D	0.00	34.50	
	34186	Life ins	10-30-430-210.30	GROUP LIFE INS & AD&D	0.00	73.64	
	34186	Life ins	10-30-432-210.30	GROUP LIFE INS & AD&D	0.00	26.25	
	34186	Life ins	10-50-451-210.30	GROUP LIFE INS & AD&D	0.00	26.76	
	34186	Life ins	10-60-461-210.30	GROUP LIFE INS & AD&D	0.00	58.76	
	34186	Life ins	50-10-410-210.30	GROUP LIFE INS & AD&D	0.00	23.07	
	34186	Life ins	55-20-420-210.30	GROUP LIFE INS & AD&D	0.00	23.07	
					0.00	675.79	✓
54524 MSI-AGGREGATES							
00003384	122834	Winter sand	10-30-430-601.20	WINTER SAND	857.58	857.58	✓
58200 NORTHEAST DELTA DENTAL							
	10/1/14	Delta Dental	10-10-410-210.15	GROUP DENTAL INSURANCE	0.00	160.60	
	10/1/14	Delta Dental	10-10-412-210.15	GROUP DENTAL INSURANCE	0.00	199.65	
	10/1/14	Delta Dental	10-10-413-210.15	GROUP DENTAL INSURANCE	0.00	168.03	
	10/1/14	Delta Dental	10-20-420-210.15	GROUP DENTAL INSURANCE	0.00	1,139.06	
	10/1/14	Delta Dental	10-20-421-210.15	GROUP DENTAL INSURANCE	0.00	38.96	
	10/1/14	Delta Dental	10-20-422-210.15	GROUP DENTAL INSURANCE	0.00	86.71	
	10/1/14	Delta Dental	10-30-429-210.15	GROUP DENTAL INSURANCE	0.00	101.48	
	10/1/14	Delta Dental	10-30-430-210.15	GROUP DENTAL INSURANCE	0.00	623.49	
	10/1/14	Delta Dental	10-30-432-210.15	GROUP DENTAL INSURANCE	0.00	215.25	
	10/1/14	Delta Dental	10-50-451-210.15	GROUP DENTAL INSURANCE	0.00	133.10	
	10/1/14	Delta Dental	10-60-461-210.15	GROUP DENTAL INSURANCE	0.00	293.70	
	10/1/14	Delta Dental	50-10-410-210.15	GROUP DENTAL INSURANCE	0.00	115.23	
	10/1/14	Delta Dental	55-20-420-210.15	GROUP DENTAL INSURANCE	0.00	115.23	
					0.00	3,390.49	✓
18790 OFFICEMAX INC.							
00011825	149080	Supplies	10-20-422-612.00	GENERAL SUPPLIES	125.00	125.06	
00006422	977801	Office supplies	10-30-429-611.00	OFFICE SUPPLIES	86.15	86.15	
00006422	977801	Office supplies	10-60-461-550.00	PRINTING & BINDING	86.14	86.14	
					297.29	297.35	✓
60940 PALAIA, BRIAN							
	091814	ICMA conf	10-10-410-580.00	TRAVEL	0.00	1,270.00	✓
59700 PAQUIN, BURT ENTERPRISES CORP							
00002876	6130310/1	Vehicle Maint	10-20-420-430.10	VEHICLE MAINTENANCE	201.82	201.82	✓
61900 PIKE INDUSTRIES, INC.							
00003342	773783	Asphalt	10-30-430-450.20	ASPHALT	1,435.65	1,217.50	✓

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## Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
62050 PITNEY BOWES INC							
00008408	653634	Postage Machine rental	10-10-416-610.10	POSTAGE MACHINE RENTAL	192.00	192.00	✓
11272 PRINT TECH							
00006425	2140748	Printing and Binding	10-60-461-550.00	PRINTING & BINDING	219.58	239.38	✓
24501 R.R. CHARLEBOIS INC							
00003345	IC83767	Misc items	10-30-430-430.10	VEHICLE MAINTENANCE	17.48	17.48	✓
67300 ROWLEY FUELS INC							
	SEPT 2014	Sept 2014	10-20-421-625.00	DIESEL FUEL	0.00	395.43	
	SEPT 2014	Sept 2014	10-20-422-625.00	DIESEL FUEL	0.00	859.34	
	SEPT 2014	Sept 2014	10-30-430-625.00	DIESEL FUEL	0.00	4,723.80	
					0.00	5,978.57	✓
60369 SEVEN DAYS NEWSPAPER							
00008411	144071	Ad Truck driver	10-10-410-540.00	ADVERTISING	55.50	55.50	✓
70769 SHERWIN WILLIAMS CO							
00009168	2440-7	Supplies	10-30-432-612.00	GENERAL SUPPLIES	415.50	434.11	✓
72299 SONNICK, KATHERINE							
	091614	Conference/travel	10-60-461-580.00	TRAVEL	0.00	52.66	✓
77020 STATE OF VERMONT DEPT OF CORRECTIO							
00003367	079258	Traffic signs	10-30-430-616.00	TRAFFIC SIGNS	2,050.00	2,084.60	✓
72565 STITZEL, PAGE & FLETCHER, P.C.							
	092414	Legal service	10-00-000-256.00	DUE TO DEVELOPERS	0.00	495.00	
	092414	Legal service	10-10-405-330.10	GENERAL GOVERNMENT	0.00	70.00	
	092414	Legal service	10-10-405-330.10	GENERAL GOVERNMENT	0.00	5.50	
	092414	Legal service	10-10-405-330.10	GENERAL GOVERNMENT	0.00	283.07	
	092414	Legal service	10-10-405-330.10	GENERAL GOVERNMENT	0.00	52.50	
	092414	Legal service	10-10-405-330.30	PLANNING	0.00	2,993.75	
	092414	Legal service	10-10-405-330.70	APPEALS	0.00	105.00	
	092414	Legal service	10-10-405-330.70	APPEALS	0.00	87.50	
	092414	Legal service	38-40-441-330.10	BRISSON PROPERTY	0.00	2,133.75	
	092414	Legal service	38-30-430-450.25	McMullen Road Sidewalk	0.00	195.00	
					0.00	6,421.07	✓
61943 SWISH KENCO LTD							
00009176	B078986	Supplies	10-30-432-612.00	GENERAL SUPPLIES	274.89	274.89	✓
48700 SYMQUEST GROUP INC							
	840718	Monthly copier/Fire	10-20-421-430.20	PHOTOCOPIER MAINTENANCE	0.00	11.27	✓
78210 UNIFIRST CORP							
	0361635636	Supplies, uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	23.66	

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Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
<hr/>							
	0361635636	Supplies, uniforms	10-30-430-650.00	EMPLOYEE UNIFORMS	0.00	42.16	
	0361635636	Supplies, uniforms	10-30-432-650.00	EMPLOYEE UNIFORMS	0.00	17.05	
	0361635636	Supplies, uniforms	50-10-410-650.00	EMPLOYEE UNIFORMS	0.00	15.12	
	0361635636	Supplies, uniforms	55-20-420-650.00	EMPLOYEE UNIFORMS	0.00	15.13	
	0361636873	Supplies, uniforms	10-30-430-612.00	GENERAL SUPPLIES	0.00	17.66	
	0361636873	Supplies, uniforms	10-30-432-650.00	EMPLOYEE UNIFORMS	0.00	17.05	
	0361636873	Supplies, uniforms	50-10-410-650.00	EMPLOYEE UNIFORMS	0.00	15.12	
	0361636873	Supplies, uniforms	55-20-420-650.00	EMPLOYEE UNIFORMS	0.00	15.13	
					0.00	178.08	
<hr/>							
49013 VERIZON WIRELESS							
	9732212587	Communication	10-20-420-530.20	COMMUNICATIONS-OTHER	0.00	17.28	
	9732212587	Communication	10-20-421-530.20	COMMUNICATIONS-OTHER	0.00	33.60	
	9732212587	Communication	10-20-422-530.20	COMMUNICATIONS-OTHER	0.00	126.58	
	9732212587	Communication	10-30-429-530.20	COMMUNICATIONS-OTHER	0.00	60.56	
	9732212587	Communication	10-30-429-530.20	COMMUNICATIONS-OTHER	0.00	60.56	
	9732212587	Communication	10-30-429-530.20	COMMUNICATIONS-OTHER	0.00	16.80	
	9732212587	Communication	50-10-410-530.20	COMMUNICATIONS-OTHER	0.00	80.19	
	9732212587	Communication	55-20-420-530.20	COMMUNICATIONS-OTHER	0.00	40.17	
					0.00	435.74	
<hr/>							
80720 VERMONT GAS SYSTEMS INC							
	8/21-9/22	Natural gas	10-30-432-621.00	NATURAL GAS	0.00	227.57	
	8/21-9/22	Natural gas	55-20-420-621.00	NATURAL GAS	0.00	258.84	
					0.00	486.41	
<hr/>							
81055 VERMONT LEAGUE OF CITIES & TOWNS							
00008410	2014-15320	Registration/Town fair	10-10-410-820.00	PROFESSIONAL DEVELOPMENT	50.00	50.00	
00008410	2014-15320	Registration/Town fair	10-20-420-820.00	PROFESSIONAL DEVELOPMENT	50.00	50.00	
00008410	2014-15320	Registration/Town fair	10-60-461-820.00	PROFESSIONAL DEVELOPMENT	100.00	100.00	
					200.00	200.00	
<hr/>							
82994 VISION SERVICE PLAN-CONNECTICUT							
	10/01/14	Vision plan	10-10-404-520.80	VISION SERVICE PLAN	0.00	685.93	
	10/01/14	Vision plan	50-10-410-210.20	GROUP LTD/STD/VISION INS	0.00	31.71	
	10/01/14	Vision plan	55-20-420-210.20	GROUP LTS/STD/VISION INS	0.00	31.70	
					0.00	749.34	
<hr/>							
81205 VTCMA							
00084139	10/6/14	Registration B.Palaia	10-10-410-820.00	PROFESSIONAL DEVELOPMENT	185.00	185.00	
<hr/>							
83844 W.B. MASON CO INC							
00014344	I20520017	Ink Cartridge	10-10-414-611.00	OFFICE SUPPLIES	281.94	281.94	
00006428	I20734099	Business cards	10-60-461-550.00	PRINTING & BINDING	69.75	69.75	

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## Vendor

PO Number	Invoice Number	Invoice Description	Account Number	Account Description	PO Amount	Invoice Amount	Check
					351.69	351.69	✓
82628	092314	WELLS, EDWARD & LINDA Overpay't of taxes	10-00-000-254.00	DUE TAXPAYER-TAX OVERPMT	0.00	21.75	✓
68969	00004452	WIEMANN - LAMPHERE ARCHITECTS Prof serv	38-30-432-440.00	Facilities Plan Update	1,244.61	1,244.61	✓
86840	00002866	WINOOSKI PRESS Printing & Binding	10-20-420-550.00	PRINTING AND BINDING	275.00	275.00	
	00002871	Business Cards	10-20-420-550.00	PRINTING AND BINDING	150.00	106.50	
					425.00	381.50	✓
87159	1082237	XEROX BUSINESS SERVICE LLC Recording system	10-00-000-143.00	DEL TAX PROPERTY SALES	0.00	10.00	
	1082237	Recording system	10-10-405-330.10	GENERAL GOVERNMENT	0.00	10.00	
	1082237	Recording system	10-10-412-340.10	TECHNICAL/ACS	0.00	1,482.17	
	1082237	Recording system	10-60-461-341.00	RECORDING FEES	0.00	10.00	
					0.00	1,512.17	✓
		Report Total				92,703.13	

THESE INVOICES HAVE BEEN APPROVED BY THE TOWN MANAGER ON THE FOLLOWING DATE:

APPROVED ON \_\_\_\_/\_\_\_\_/\_\_\_\_

Brian M. Palaia, Town Manager

To the Treasurer of the TOWN OF MILTON:

We Hereby certify that there are sufficient vouchers  
supporting the amounts owed to the above mentioned vendors.

Let this be your order for the payments of the amounts totaling \$ \*\*\*\*92,703.13

SELECTBOARD:

Darren Adams, Chair

John C.Gifford, Vice Chair

John W. Bartlett, Clerk

Brenda Steady

Stuart King

10/01/14  
11:50 am

TOWN OF MILTON General Ledger  
Balance Sheet Current Year - Period 3 Sep  
GENERAL FUND

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Ac		Curr Yr Pd 3 Sep	Curr Yr Pd 3 Sep
		Encumbrances	Actual
-----			
ASSET			
10-00-000-101.00	PEOPLE'S UNITED BANK CK	0.00	2,804,476.70
10-00-000-106.00	MILTON EMS RECEIPTS	0.00	311,967.54
10-00-000-108.00	RESCUE DONATION	0.00	6,743.77
10-00-000-110.00	PAYROLL CHECKING ACCOUNT	0.00	621.52
10-00-000-111.00	PETTY CASH-LIBRARY	0.00	25.00
10-00-000-112.00	CASH CHARGED FOR EVENTS	0.00	335.00
10-00-000-113.00	CHOICE CARE CHECKING	0.00	51,301.69
10-00-000-117.00	UTILITY CONTROL ACCT	0.00	1,722.66
10-00-000-119.00	UTILITY OVER PAYMENT	0.00	-1,994.11
10-00-000-120.00	Credit Card Checking Acct	0.00	-487.66
10-00-000-122.00	PENALTIES REC-DEL TAXES	0.00	23,138.87
10-00-000-123.00	INTEREST REC-DEL TAXES	0.00	18,033.99
10-00-000-124.01	POLICE CONTRACTS RECEIVAB	0.00	-203.39
10-00-000-124.10	CCTA BUS PASS RECEIVABLE	0.00	1,433.00
10-00-000-129.1	Allowance for Ambul	0.00	-86,000.00
10-00-000-129.10	ACCOUNTS REC - AMBULANCE	0.00	168,654.85
10-00-000-129.30	ACCTS REC-POLICE COPS GRA	0.00	43,843.56
10-00-000-129.40	A/R - SRO Officer Grant	0.00	6,982.90
10-00-000-129.50	ACCTS REC EMPLOYEE FSA	0.00	-2,761.64
10-00-000-131.00	TAXES CURRENT	0.00	15,142,404.29
10-00-000-140.00	PRIOR YR DEL TAXES TOWN	0.00	310,743.04
10-00-000-143.00	DEL TAX PROPERTY SALES	0.00	1,450.31
10-00-000-144.00	RESERVE-UNCOLLECTED TAXES	0.00	-19,000.00
10-00-000-146.00	DEFERRED TAX REVENUE	0.00	-350,000.00
10-00-000-170.00	DUE FROM/TO OTHER FUNDS	113,469.08	-560,678.57
10-00-000-190.00	PREPAID POSTAGE	0.00	4,788.00
10-00-000-192.00	PREPAID TAXES	0.00	-0.02
		-----	-----
Total Asset		113,469.08	17,877,541.30
		=====	=====

LIABILITY				
10-00-000-200.00	ACCRUED PAYROLL	0.00	-147,168.02	
10-00-000-201.15	FICA PAYABLE	0.00	-9,662.90	
10-00-000-201.25	PENSION PAYABLE	0.00	-7,740.92	
10-00-000-201.30	MEDI PAYABLE	0.00	-2,259.87	
10-00-000-201.44	FLEXIBLE SPENDING (FSA)	0.00	-4,732.41	
10-00-000-210.00	ACCOUNTS PAYABLE	0.00	-59,646.47	
10-00-000-222.15	Def Rev - Ambulance	0.00	-69,000.00	
10-00-000-222.30	DEF REV REC PROGRAMS	0.00	-10,893.00	
10-00-000-231.00	Accrued Interest	0.00	-236.88	
10-00-000-250.09	DUE TO FLAG TRUST	0.00	-1,000.21	
10-00-000-250.10	DUE TO CSWD-BINS/TIRES	0.00	-170.12	
10-00-000-250.11	DUE TO REC SCHOLARSHIPS	0.00	-630.51	
10-00-000-252.01	DUE TO STATE/MARRIAGE LIC	0.00	-1,085.00	
10-00-000-252.02	DUE TO STATE/DOG LICENSE	0.00	250.00	
10-00-000-253.01	DUE TO GERMAINE TAX	0.00	-194.63	

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TOWN OF MILTON General Ledger  
Balance Sheet Current Year - Period 3 Sep  
GENERAL FUND

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Account	Curr Yr Pd 3 Sep Encumbrances	Curr Yr Pd 3 Sep Actual
10-00-000-254.00 DUE TAXPAYER-TAX OVERPMT	0.00	-3.09
10-00-000-255.00 DUE TO HIGHWAY PERMITS	0.00	-400.00
10-00-000-256.00 DUE TO DEVELOPERS	0.00	-12,515.57
10-00-000-258.00 Due to Highway	0.00	-2,159.00
10-00-000-299.00 ENCUMBRANCE	-451,563.65	0.00
Total Liability	-451,563.65	-329,248.60
RESERVES		
10-10-000-321.40 1/2 Penny for Recreation	22,868.57	361.43
Total Reserves	22,868.57	361.43
BUDGETARY		
Total Budgetary	0.00	0.00
FUND BALANCE		
10-00-199-000.00 FUND BALANCE	0.00	-617,271.14
10-00-199-000.10 EMERGENCE MANAGMENT RESER	0.00	-71,474.34
10-00-199-000.20 RESERVED RESCUE	0.00	-1,184.27
10-00-199-000.30 HEALTH INS STABILIZATION	0.00	-156,721.87
10-00-199-000.40 RESERVED FUND BALANCE	0.00	-330,000.00
10-00-199-000.50 FD Equip-Village	0.00	-5,783.19
10-00-199-000.55 Riley Fund-Village	0.00	-525.99
Total Prior Years Fund Balance	0.00	-1,182,960.80
Fund Balance Current Year	315,226.00	-16,365,693.33
Total Fund Balance	315,226.00	-17,548,654.13
Total Liability,Reserves,Fund Balance	-113,469.08	-17,877,541.30

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TOWN OF MILTON General Ledger  
Revenue Report - GENERAL FUND  
Current Year Period 3 Sep

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Account	Estimated Revenue	Applied For	Received To Date	Uncollected Balance	FY-14/15 MTD Pd 3 Sep
10-10-000-311 TAXES					
10-10-000-311.00 PROPERTY TAXES	0.00	0.00	-17,699,095.77	-17,699,095.77	118,532.10
10-10-000-311.10 RAILROAD TAXES	1,315.00	0.00	0.00	1,315.00	0.00
10-10-000-311.20 STATE LAND TAXES	16,339.00	0.00	0.00	16,339.00	0.00
10-10-000-311.30 CURRENT USE TAXES	45,597.00	0.00	0.00	45,597.00	0.00
10-10-000-311.40 PENALTY ON LATE HS-122	500.00	0.00	0.00	500.00	0.00
10-10-000-311.50 SCHOOL TAX COLLECTION FEE	24,783.00	0.00	0.00	24,783.00	0.00
10-10-000-311.60 MUNICIPAL TAX ADJUSTMENT	0.00	0.00	-114,307.11	-114,307.11	0.00
Total TAXES	88,534.00	0.00	-17,813,402.88	-17,724,868.88	118,532.10
10-10-000-312.00 Sale of Cemetary Plots	0.00	0.00	-1,450.00	-1,450.00	0.00
10-10-000-313 FEMA AID					
Total FEMA AID	0.00	0.00	0.00	0.00	0.00
10-10-000-314.00 FEMA-4140-DR-VT	0.00	0.00	-10,751.16	-10,751.16	0.00
10-10-000-319 INTEREST/PENALTY DEL TAX					
10-10-000-319.10 INTEREST ON DEL TAXES	35,000.00	0.00	-11,330.69	23,669.31	-3,218.86
10-10-000-319.20 PENALTIES ON DEL TAXES	57,000.00	0.00	0.00	57,000.00	0.00
Total INTEREST/PENALTY DEL TAX	92,000.00	0.00	-11,330.69	80,669.31	-3,218.86
1 000-321 MISCELLANEOUS REVENUES					
10-10-000-321.00 STATE LAND PILOT	3,200.00	0.00	0.00	3,200.00	0.00
10-10-000-321.20 Allowance for Uncollectib	14,331.00	0.00	0.00	14,331.00	0.00
10-10-000-321.25 Health Care Stabilization	18,500.00	0.00	0.00	18,500.00	0.00
Total MISCELLANEOUS REVENUES	36,031.00	0.00	0.00	36,031.00	0.00
10-10-000-322 LICENSE REVENUE					
10-10-000-322.10 FISH & WILDLIFE LIC FEES	600.00	0.00	0.00	600.00	0.00
10-10-000-322.20 MOTOR VEHICLE RENEWAL	3,500.00	0.00	-510.00	2,990.00	-159.00
10-10-000-322.60 DOG LICENSES	4,500.00	0.00	-292.00	4,208.00	-54.00
Total LICENSE REVENUE	8,600.00	0.00	-802.00	7,798.00	-213.00
10-10-000-337 REIMBURSE. REVENUE					
10-10-000-337.00 SCHOOL'S SHARE FINANCE	154,500.00	0.00	0.00	154,500.00	0.00
10-10-000-337.10 WATER/SEWER ADMIN REIMB	317,558.00	0.00	0.00	317,558.00	0.00
10-10-000-337.20 SCHOOL SHARE ELECTIONS	1,500.00	0.00	0.00	1,500.00	0.00
Total REIMBURSE. REVENUE	473,558.00	0.00	0.00	473,558.00	0.00
10-10-000-340 LIBRARY FEES					
10-10-000-340.00 LIBRARY FEES	500.00	0.00	-502.10	-2.10	-167.10
Total LIBRARY FEES	500.00	0.00	-502.10	-2.10	-167.10
10 -J-000-341 RECORDING FEES					

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## TOWN OF MILTON General Ledger

## Revenue Report - GENERAL FUND

Current Year Period 3 Sep

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Account	Estimated Revenue	Applied For	Received To Date	Uncollected Balance	FY-14/15 MT Pd 3 Sep
10-10-000-341.00 RECORDING FEES	100,000.00	0.00	-16,367.08	83,632.92	-3,035.08
10-10-000-341.10 Clerk's Fees	10,000.00	0.00	-5,051.96	4,948.04	-1,761.96
10-10-000-341.20 OPER-TRANSFER IN-ACS	22,000.00	0.00	-2,400.19	19,599.81	-2,400.19
10-10-000-341.21 OPER TRANSFER IN REC/REST	10,000.00	0.00	0.00	10,000.00	0.00
Total RECORDING FEES	142,000.00	0.00	-23,819.23	118,180.77	-7,197.23
10-10-000-342 LISTERS FEES					
10-10-000-342.00 LISTERS FEES	100.00	0.00	-31.97	68.03	0.00
10-10-000-342.10 APPRAISAL FEES	1,000.00	0.00	0.00	1,000.00	0.00
10-10-000-342.20 LISTER'S EDUCATION	600.00	0.00	0.00	600.00	0.00
Total LISTERS FEES	1,700.00	0.00	-31.97	1,668.03	0.00
10-10-000-361 INTEREST					
10-10-000-361.00 INTEREST ON INVESTMENTS	12,000.00	0.00	0.00	12,000.00	0.00
10-10-000-361.10 INTEREST ON IMPACT FEE	4,000.00	0.00	0.00	4,000.00	0.00
Total INTEREST	16,000.00	0.00	0.00	16,000.00	0.00
10-10-000-390 MISCELLANEOUS INCOME					
10-10-000-390.00 OTHER FINANCING SOURCES	2,500.00	0.00	-1,925.23	574.77	-252.71
Total MISCELLANEOUS INCOME	2,500.00	0.00	-1,925.23	574.77	-252.71
10-10-000-391 OPERATING TRANSFER IN					
10-10-000-391.00 OPERATING TRANSFER IN	30,000.00	0.00	0.00	30,000.00	0.00
10-10-000-391.05 Oping Tfer In(TIF-Main ST	16,453.00	0.00	0.00	16,453.00	0.00
Total OPERATING TRANSFER IN	46,453.00	0.00	0.00	46,453.00	0.00
10-10-000-392 RESTITUTION/SALE OF PROP					
Total RESTITUTION/SALE OF PROP	0.00	0.00	0.00	0.00	0.00
10-20-000-342 POLICE FEES					
10-20-000-342.00 POLICE FINES AND COSTS	35,000.00	0.00	-4,958.50	30,041.50	-1,599.50
10-20-000-342.10 POLICE FEES	2,600.00	0.00	-660.00	1,940.00	-101.00
10-20-000-342.11 POLICE CONTRACTS	30,000.00	0.00	-668.75	29,331.25	0.00
10-20-000-342.54 BALLISTIC VESTS GRANT	1,500.00	0.00	0.00	1,500.00	0.00
10-20-000-342.55 CDIP GRANT	3,000.00	0.00	0.00	3,000.00	0.00
10-20-000-342.56 POLICE DONATIONS	200.00	0.00	0.00	200.00	0.00
10-20-000-342.57 COPS GRANT	35,000.00	0.00	-43,843.56	-8,843.56	-43,803.56
10-20-000-342.58 SRO GRANT	0.00	0.00	-6,982.90	-6,982.90	-6,982.90
Total POLICE FEES	107,300.00	0.00	-57,113.71	50,186.29	-52,486.96
10-20-000-343 FIRE RESCUE FEES					
10-20-000-343.00 FIRE DEPT FEES	7,000.00	0.00	-1.95	6,998.05	0.00
10-20-000-343.05 FIRE DEPT INS. REIMB 1937	1,900.00	0.00	0.00	1,900.00	0.00

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TOWN OF MILTON General Ledger  
Revenue Report - GENERAL FUND  
Current Year Period 3 Sep

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Account	Estimated Revenue	Applied For	Received To Date	Uncollected Balance	FY-14/15 MTD Pd 3 Sep
10-20-000-343.10 RESCUE FEES	225,000.00	0.00	-26,078.32	198,921.68	-7,025.51
10-20-000-343.56 RESCUE DONATIONS	3,100.00	0.00	-180.00	2,920.00	-25.00
Total FIRE RESCUE FEES	237,000.00	0.00	-26,260.27	210,739.73	-7,050.51
10-20-000-345 ANIMAL CONTROL FEES					
10-20-000-345.00 POUND FEES	6,000.00	0.00	-1,573.02	4,426.98	-346.08
Total ANIMAL CONTROL FEES	6,000.00	0.00	-1,573.02	4,426.98	-346.08
10-20-490-361.00 INTEREST ON RESCUE DONATI	10.00	0.00	-1.15	8.85	0.00
10-30-000-334 INTERGOVERNMANTEL					
10-30-000-334.00 STATE AID TO HIGHWAYS	241,287.00	0.00	-60,148.47	181,138.53	0.00
Total INTERGOVERNMANTEL	241,287.00	0.00	-60,148.47	181,138.53	0.00
10-30-000-336 WINTER ROAD FEES					
Total WINTER ROAD FEES	0.00	0.00	0.00	0.00	0.00
10-30-000-344 PUBLIC WORKS FEES					
10-30-000-344.30 PUBLIC WORKS FEES	2,500.00	0.00	-185.00	2,315.00	-75.00
10-30-000-344.60 ENGINEER FEES	1,000.00	0.00	0.00	1,000.00	0.00
Total PUBLIC WORKS FEES	3,500.00	0.00	-185.00	3,315.00	-75.00
10-30-000-345.00 CONCESSION VENDOR FEES	100.00	0.00	0.00	100.00	0.00
10-50-000-347 RECREATION					
10-50-000-347.00 RECREATION FEES	48,000.00	0.00	-11,874.00	36,126.00	-4,885.00
10-50-000-347.05 Recreation Donations	0.00	0.00	-624.68	-624.68	-274.68
10-50-000-347.10 GREAT ESCAPE SALES	13,500.00	0.00	-6,825.00	6,675.00	0.00
10-50-000-347.20 RECREATION FIELD USE	3,500.00	0.00	-430.00	3,070.00	-25.00
10-50-000-347.22 AFTER SCHOOL BOWLING	500.00	0.00	-2,371.12	-1,871.12	-2,371.12
10-50-000-347.50 SUMMER TRAVELERS	3,500.00	0.00	0.00	3,500.00	0.00
Total RECREATION	69,000.00	0.00	-22,124.80	46,875.20	-7,555.80
10-51-000 LIBRARY					
10-51-000-343.05 INSURANCE REIMB (BOOKMOBI	409.00	0.00	0.00	409.00	0.00
Total LIBRARY	409.00	0.00	0.00	409.00	0.00
10-60-000-341 PLANNING/ZONING FEES					
10-60-000-341.00 BUILDING PERMIT FEES	30,000.00	0.00	-10,914.78	19,085.22	-1,384.02
10-60-000-341.10 PLANNING FEES	12,000.00	0.00	-5,439.00	6,561.00	-1,384.00
Total PLANNING/ZONING FEES	42,000.00	0.00	-16,353.78	25,646.22	-2,768.02
10-00-000-400.00 REDUCTION IN FUND BALANCE	324,300.00	0.00	0.00	324,300.00	0.00
10-00-000-900.00 REDUCTION IN DEBT SVC FND	30,000.00	0.00	0.00	30,000.00	0.00

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## TOWN OF MILTON General Ledger

## Revenue Report - GENERAL FUND

Current Year Period 3 Sep

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Account	Estimated Revenue	Applied For	Received To Date	Uncollected Balance	FY-14/15 MT Pd 3 Sep
Total GENERAL FUND	1,968,782.00	0.00	-18,047,775.46	-16,078,993.46	37,200.83
20-00-000-355.00 IMPACT FEES	0.00	0.00	-30,940.00	-30,940.00	-17,680.00
20-00-000-361.00 INTEREST ON INVESTMENTS	0.00	0.00	-86.33	-86.33	0.00
Total IMPACT FEES FUND	0.00	0.00	-31,026.33	-31,026.33	-17,680.00
21-00-000-361.00 INTEREST ON INVESTMENTS	0.00	0.00	-84.72	-84.72	0.00
Total REAPPRAISEL FUND	0.00	0.00	-84.72	-84.72	0.00
Total BIKE PATH & MULTI MODAL	0.00	0.00	0.00	0.00	0.00
23-00-000-361.00 INTEREST ON INVESTMENTS	0.00	0.00	-54.14	-54.14	0.00
23-10-000-341.00 RECORDING FEES	0.00	0.00	-2,394.00	-2,394.00	-2,394.00
23-10-000-341.10 RECORDING FEES COMPUTER	0.00	0.00	-2,548.00	-2,548.00	-2,548.00
Total RESTORATION OF RECORDS	0.00	0.00	-4,996.14	-4,996.14	-4,942.00
Total DEVELOPMENT ESCROW ACCTS	0.00	0.00	0.00	0.00	0.00
25-00-000-361.00 INTEREST EARNINGS	0.00	0.00	-582.37	-582.37	0.00
Total TIF INCREMENTAL FINANCING	0.00	0.00	-582.37	-582.37	0.00
26-00-000-361.00 INTEREST	0.00	0.00	-9.20	-9.20	0.00
Total POLICE EQUITABLE SHARING	0.00	0.00	-9.20	-9.20	0.00
Total ROAD RESTORATION/SW MAINT	0.00	0.00	0.00	0.00	0.00
30-20-420-391.10 PACIF GRANT - POLICE	0.00	0.00	-2,422.45	-2,422.45	0.00
30-20-421-391.20 Radio Grant - Fire	0.00	0.00	-71,266.00	-71,266.00	-71,266.00
30-50-451-333.00 Library Resource Sharing	0.00	0.00	-797.00	-797.00	0.00
Total GRANT FUND	0.00	0.00	-74,485.45	-74,485.45	-71,266.00
Total LIBRARY FREEMAN GRANT	0.00	0.00	0.00	0.00	0.00
38-00-000-302.00 OPERATING TRANSFER IN	0.00	0.00	-73,437.51	-73,437.51	-24,479.17
38-00-000-361.00 INTEREST-RECVRY ZONE BOND	0.00	0.00	-48.23	-48.23	0.00
Total CAPITAL RESERVE FUND	0.00	0.00	-73,485.74	-73,485.74	-24,479.17
50-00-000-300.00 WPL-229 Grant	0.00	0.00	-4,594.76	-4,594.76	-4,594.76

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## TOWN OF MILTON General Ledger

## Revenue Report - WATER FUND

Current Year Period 3 Sep

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Account	Estimated Revenue	Applied For	Received To Date	Uncollected Balance	FY-14/15 MTD Pd 3 Sep
50-10-000-355.00 HOOK- UPS	0.00	0.00	-15,468.46	-15,468.46	-5,915.16
50-10-000-390.00 OTHER FINANCING SOURCES	0.00	0.00	-6,548.35	-6,548.35	-450.38
50-10-000-390.10 WATER HAULER RECEIPTS	0.00	0.00	-897.44	-897.44	0.00
Total WATER FUND	0.00	0.00	-27,509.01	-27,509.01	-10,960.30
55-20-000-331.33 ST GRANT RF1-147	0.00	0.00	-70,305.71	-70,305.71	-70,305.71
55-20-000-355.00 HOOK-UPS	0.00	0.00	-17,744.90	-17,744.90	0.00
55-20-000-361.00 INTEREST EARNINGS	0.00	0.00	-9.16	-9.16	0.00
55-20-000-390.00 MISCELLANEOUS INCOME	0.00	0.00	-25.00	-25.00	0.00
55-20-000-390.10 SEPTAGE RECEIPTS	0.00	0.00	-5,663.60	-5,663.60	0.00
Total SEWER FUND	0.00	0.00	-93,748.37	-93,748.37	-70,305.71
Total WEST MILTON CEMETERY FUND	0.00	0.00	0.00	0.00	0.00
Total HENRY BEEMAN TRUST	0.00	0.00	0.00	0.00	0.00
Total JANE HUNDEL TRUST	0.00	0.00	0.00	0.00	0.00
Total VILLAGE OF MILTON TRUST	0.00	0.00	0.00	0.00	0.00
Total All FUNDS	1,968,782.00	0.00	-18,353,702.79	-16,384,920.79	-162,432.35