

# MEMORANDUM



To: Selectboard  
From: Peter B. Elwell, Town Manager  
Re: Administrative Report  
Date: November 5, 2015

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The following will summarize the proposed motions for the special Selectboard meeting on Tuesday, November 10, 2015. The Board will meet in executive session at 5:30pm to discuss contracts, the negotiating or securing of real estate purchase or lease options, and labor relations agreements with employees. The Board will reconvene the business meeting at 6:15pm in the Selectboard meeting room.

## 6. **UNFINISHED BUSINESS**

### A. Police-Fire Facilities Project

#### (i) *Option Agreement for Possible Future Purchase of 62 Black Mountain Road*

At the time of this writing, the Option Agreement for the possible future purchase of 62 Black Mountain Road has not been approved by the seller. The Town Manager and Town Attorney hope to have this agreement available for distribution to the Selectboard and the public prior to the November 10 Selectboard meeting.

**POTENTIAL MOTION: TBD**

## 7. **NEW BUSINESS**

### A. NEA "Our Town" Grant – Contract with "From the River – To the River" Artists

On October 6, 2015, the Board awarded a contract for \$56,000 from the National Endowment for the Arts (NEA) "Our Town" Grant to Andrea Wasserman, Elizabeth Billings and Evie Lovett, for the project they submitted entitled "From the River, To the River." The Board also authorized the Town Manager to execute the contract and to take all other actions necessary to implement the project in compliance with the NEA Our Town grant program. The "Artist Agreement" as agreed upon by the artists and staff is in the Board's packet. It is being brought to the Board for approval (despite the prior action authorizing the Town Manager to execute the contract) because it contains a work plan and timeline that have not previously been reviewed by the Selectboard and are subject to Board approval (in accordance with the overall project timeline approved by the Board in August 2015) .

**POTENTIAL MOTION: TO APPROVE THE AGREEMENT BETWEEN THE TOWN OF BRATTLEBORO AND ANDREA WASSERMAN, ELIZABETH BILLINGS, AND EVIE LOVETT FOR THE "FROM THE RIVER, TO THE RIVER" PROJECT IN THE AMOUNT OF \$56,000, AND TO AUTHORIZE THE TOWN MANAGER TO SIGN THE AGREEMENT ON BEHALF OF THE TOWN OF BRATTLEBORO.**

- B. Proposed Zoning Code/Land Use Regulation Amendments (LUR) -  
(i) *Final Public Hearing*  
(ii) *Possible Adoption of Land Use Regulations dated October 1, 2015*

The Planning Commission and Planning Department have been working with a consultant for the past 18 months to update Brattleboro's Land Use Regulations (LUR). The draft regulations first introduced in January have been the subject of an extensive series of public meetings led by the Planning Department. The department staff, Planning Commission Chair, and consultant also made a series of in depth issue specific presentations to the Selectboard. Throughout this process the draft document has been revised to accommodate requests made by the public and accepted by the Planning Commission. The Selectboard conducted the first of two final public hearings on October 27, 2015. At that meeting Eli Gould asked whether the LURs were consistent with State statutes recently passed regarding the forest products industry, and the Board asked the Planning Services Department to research that matter and report back at the November 10 public hearing. Enclosed in the Board's packet is a memo from Planner Sue Fillion in response to Mr. Gould's question. The Board is asked to conduct the final public hearing as set forth in 24 VSA Section 4444. At the conclusion of this public hearing, the Board is asked to take one of the following actions: (1) vote on a motion to adopt the LUR as drafted; or (2) make minor (non-substantive) amendments and vote on a motion to adopt the LUR; or (3) send the draft back to the Planning Commission with suggested areas for change.

**POTENTIAL MOTIONS:**

**TO ADOPT THE LAND USE REGULATIONS DATED OCTOBER 1, 2015, AS DRAFTED.**

- OR -

**TO ADOPT THE LAND USE REGULATIONS DATED OCTOBER 1, 2015, WITH MINOR (NON-SUBSTANTIVE) AMENDMENTS MADE AT THIS MEETING.**

- OR -

**TO SEND THE DRAFT LAND USE REGULATIONS DATED OCTOBER 1, 2015, TO THE PLANNING COMMISSION WITH SUGGESTED AREAS FOR CHANGE AS DISCUSSED AT THIS MEETING.**

- C. FY17 Budget Proposal  
(i) *Town Manager's Overview*  
(ii) *Discussion of Revenues*  
(iii) *Schedule and Topics for Future Budget Meetings*

The Town Manager has distributed the proposed FY17 Budget and will provide an overview at the meeting. Subsequently, the Board will be asked to review the revenues (property taxes and non-tax revenues) and to announce the schedule for further review of the proposed budget during November and December.

**NO MOTION IS REQUIRED ON THIS ITEM.**

PBE:ja