



**TOWN OF NEDERLAND  
BOARD OF TRUSTEES  
REGULAR BUSINESS MEETING**

NEDERLAND COMMUNITY CENTER  
750 Hwy 72 Nederland, CO 80466

April 19, 2016, 7:00 P.M.

**MINUTES**

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**A. CALL TO ORDER**

Meeting convened at 7:03 p.m.

**B. ROLL CALL**

Present: Mayor Joe Gierlach, Trustees Topher Donahue, Kristopher Larsen, Randy Lee, Kevin Mueller, and Charles Wood

Absent: Mayor Pro Tem Peter Fiori

Also present: Alisha Reis, Town Administrator; LauraJane Baur, Town Clerk; Paul Carrill, Town Marshal; Chris Pelletier, Public Works Manager; and Dawn Baumhover, Community Center Coordinator

**C. CONSENT AGENDA**

1. Approval of April 19, 2016 Accounts Payable, Schedule A
2. Approval of April 19, 2016 Accounts Payable, Schedule B
3. Approval of March 15, 2016 Regular Meeting Minutes
4. Approval of Resolution 2016-08 adopting the Boulder County Hazard Mitigation Plan

Motion to approve Schedule A was made by Trustee Larsen, seconded by Trustee Lee, and passed by unanimous approval.

Motion to approve the Schedule B was made by Trustee Larsen, seconded by Trustee Donahue with abstention by Trustee Lee, and passed by unanimous approval.

Motion to approve the March 15, 2016 Regular Meeting Minutes was made by Trustee Larsen, seconded by Trustee Donahue, and passed by unanimous approval.

Motion to approve Resolution 2016-08 was made by Trustee Donahue, seconded by Trustee Lee, and passed by unanimous approval.

**D. STAFF REPORTS**

1. Alisha Reis, Town Administrator

In addition to the information in the packet, Reis announced that Town Clean-up Day is scheduled for June 4<sup>th</sup> and that additional information regarding the event will be posted on the Town website.

Reis also gave accolades to the Public Works Department on the excellent job they did clearing the streets of the 40 inches of snow from this past week.

**2. LauraJane Baur, Town Clerk**

Baur deferred to the information in the packet. There were no questions from the Board.

**3. Paul Carrill, Town Marshal**

Carrill also deferred to the information in the packet, but also noted that the Police Department is now fully staffed.

**4. Chris Pelletier, Public Works Manager**

Pelletier commented on the Potholes section of his report. He noted that it is a difficult time of year with spring snows and that Public Works will aggressively address pot holes as they appear and honor any work orders as quickly as possible and in the order received.

Trustee Mueller asked about the NedPeds section of road that requires high maintenance with frequent vacuuming. After a discussion regarding the type of surfacing that will be used and the maintenance it requires, Trustee Larsen suggested conducting an infiltration test be added to the maintenance plan and that extra dust suppression be used on neighboring roads.

**5. Dawn Baumhover, Community Center Coordinator**

Baumhover referred to the report in the packet and asked the Board if they had any questions. Trustee Lee asked about the status of the generator. Baumhover explained the current status and noted that they are looking at close to the end of May for completion.

**E. BOARD OF TRUSTEE REPORTS**

**1. Trustees' Reports**

**Trustee Mueller** stated that the NDDA did not pass the debt authorization at the election and that they will meet tomorrow to discuss the rollout of the Master Plan and getting the debt question back on the ballot for November.

**Trustee Wood** reported that the NCCF had a quarterly meeting last week and they are now focused on anticipating a sales tax renewal and the long term NCC site plan.

**Trustee Larsen** reported that the BZA did not meet. Larsen also noted that the new DRCOG Chair is County Commissioner Jones from Boulder County and that should make for better opportunities for working with DRCOG.

**Trustee Lee** posted his report in the packet. Lee noted that it has been great working with the Trustees and Town Staff. Larsen commented on the thoroughness of Lee's report in capturing history and in making recommendations.

**Trustee Donahue** reported that the Planning Commission didn't meet last month and that the EcoPass chair appointment recommendation was passed on the Boulder County and will be presented to the County Commissioners.

**2. Mayor's Report**

Mayor Gierlach discussed his history with the Board as Trustee since 2008 and as Mayor since 2011. He also discussed the Town Shop project and then gave congratulations to Kris Larsen on his election as Mayor and wished him good luck.

**F. PUBLIC COMMENT ON NON-AGENDA ITEMS (Speakers limited to 3 minutes)**

Dallas Masters, of Nederland, thanked Mayor Gierlach and Trustee Lee for their service to the Town.

**G. INFORMATIONAL ITEMS**

**1. Report on 2016 Nederland election results**

The report was in the packet and the Board had no questions or comments.

**H. ACTION ITEMS**

**1. Swearing in newly elected Mayor and Trustees**

The Town Clerk administered the Oath of Office to Mayor Larsen and Trustees Gustafson, Masters, and Miller.

**2. Recognition of outgoing Board members**

Mayor Larsen presented a Proclamation to outgoing Mayor Joe Gierlach, presented a signed photo of appreciation to outgoing Trustee Randy Lee, and noted thanks to outgoing Mayor Pro Tem Peter Fiori in appreciation of their years of service to the Town of Nederland.

**3. Appointment of new Trustee to serve out vacancy left by Larsen's election as Mayor (2-year term)**

Randy Lee discussed the initial recruitment of Topher Donahue to the Board of Trustees and Donahue's time on the Board and noted support for his appointment.

**Motion to appoint Topher Donahue to serve out the 2-year term vacancy on the Board of Trustees was made by Mayor Pro Tem Wood, seconded by Trustee Masters, and passed by unanimous approval.**

**4. Appointment of Trustee Charles Wood as Mayor Pro Tem**

**Motion to appoint Charles Wood as Mayor Pro Tem was made by Trustee Gustafson, seconded by Trustee Miller, and passed by unanimous approval.**

**At 8:03p.m. Mayor Larsen called for a "cake break" to celebrate the newly appointed officials. The meeting resumed at 8:16p.m.**

- 5. Resolution 2016-09, re-appointing Alisha Reis as Town Administrator**
- 6. Resolution 2016-10, re-appointing Alisha Reis as Zoning Administrator**
- 7. Resolution 2016-11, re-appointing LauraJane Baur as Town Clerk**
- 8. Resolution 2016-12, re-appointing Paul Carrill as Town Marshal**
- 9. Resolution 2016-13, re-appointing Carmen Beery as Town Attorney**
- 10. Resolution 2016-14, re-appointing Donna Schneider as Town Prosecutor**
- 11. Resolution 2016-15, re-appointing David Gloss as Municipal Judge**

Reis introduced items H5-H11 instructing the Board that they can address each appointment individually or can make a motion/vote for all at once.

**Public Comment:**

Randy Lee, of Nederland, supports the appointment but suggested that in the future new Boards wait until they are more familiar with staff to vote on their re-appointments.

Dawn Baumhover, of Nederland, spoke in support of the appointments.

Kayla Evans, of Boulder County, stated that the Town has professional staff that is invested in the community.

Paul Carrill, Town Marshal, spoke on behalf of Judge Gloss and Prosecutor Schneider, expressing his support for their re-appointments.

Baur read an email from Judge Gloss to the Board (Attached).

**Motion to approve Resolutions 2016-09 through 2016-15 (Staff Re-Appointments) was made by Mayor Pro Tem Wood, seconded by Trustee Masters, and passed by unanimous approval**

The Town Clerk administered the Oath of Office to Alisha Reis as Town Administrator and Zoning Administrator. Reis administered the Oath of Office to LauraJane Baur as Town Clerk. Baur administered the Oath of Office to Paul Carrill as Town Marshall.

Town Attorney Beery, Town Prosecutor Schneider, and Municipal Judge Gloss were unable to attend and will be sworn in by the Town Clerk at a later date.

**12. Approval of the 2-year extension of Judge Gloss' contract**

Reis explained the process of contracting with the Municipal Judge.

**Motion to approve the 2-year extension of Judge Gloss' contract was made by Mayor Pro Tem Wood, seconded by Trustee Miller, and passed by unanimous approval.**

**13. Consideration of approval of contract with Accountemps for accounting services**

Reis introduced the item per the memo in the packet, and then introduced Ryan Beaudry of the Robert Half International (Accountemps) employment agency. Beaudry discussed the very tight regional unemployment numbers, particularly in the Finance field, and how Robert Half/Accountemps can help with recruitment for accounting and finance.

Trustee Donahue asked if Accountemps works with other similar size communities. Beaudry confirmed that they work with small/medium municipalities/businesses and they know how to work within budgets for small towns.

Trustee Gustafson asked if any specific level of certification is required for the position and how audited oversight is provided. Reis responded that she signs off on all financials and that the Town's audit company provides the audited financials each year.

Trustee Masters asked about the plan for finding a Town Treasurer. Reis stated that she would like to discuss the options during the budget discussion process, which begins in August or September. A contractor-to-staff option was briefly discussed.

**Motion to approve the Accountemps contract for accounting services was made by Mayor Pro Tem Wood, seconded by Trustee Miller, and passed by unanimous approval.**

**14. Consideration of approval of contract with MW Golden to build new Town Shop**  
Reis introduced the item and noted that a sheet has been provided to the Board members noting the Town Shop approvals up to this point (Attached). Reis gave a summary of funding for the project and of the process of gaining funding and negotiating contract price up to this point. Joel Price, project manager of JVA engineers, introduced Jason Golden, Executive Vice President of MW Golden, and explained how MW Golden has been working with JVA and the Town to adjust the contract. Golden, discussed the reasons for moving forward to contracting at this time. Reis discussed the timing, with the construction season and the grant timeframe for final reporting next April, leading to the need to maintain the current construction schedule. A discussion of funding and costs for the project followed along with discussion of the timing of the vote and the processes leading to this point.

Trustee Mueller asked what the goal for utility cost per square foot was and what was the expected utility cost going to be. Reis and Price said that a goal had been established not to exceed the current \$20K/year, but the utility cost per square foot had not yet been established. We do not have an estimate for what the new facility utility cost will be; we'll have the actual figures once the facility is up and running. Mueller reminded the Board that very few of the measurable project goals have been met including the requirement for the project to be LEED-certifiable.

Trustee Gustafson asked where the matching grant money was coming from. Reis pointed to numbers in the 2016 budget book explaining that some non-critical infrastructure projects would be delayed.

**Public Comment:**

Tammy Whinston, of Boulder County, spoke about living near such a project and requested that the least amount of trees possible be cut down. Whinston voiced concern that the appearance of the project not be overly noticeable to the area.

Kayla Evans, of Boulder County, said that no project will be perfect but LEED certification is not always appropriate for all projects.

**Motion to extend the meeting by 30 minutes was made by Trustee Masters, seconded by Mayor Pro Tem Wood, and passed by verbal approval with Trustee Donahue in dissent.**

Roger Cornell, of Nederland, noted that the money from the sale of the old Town Shop could be used to offset some of the cost of the new Town Shop.

Trustee Mueller suggested hiring an owners' representative/commissioning agent for this project.

**Motion to approve the contract with MW Golden to build new the Town Shop was made by Trustee Donahue, seconded by Mayor Pro Tem Wood, and passed by a vote of 6 to 1 with Trustee Mueller voting against.**

**I. OTHER BUSINESS**

Mayor Larsen coordinated with the Trustees to schedule the Board Orientation meeting for next Tuesday, April 26<sup>th</sup>, at 7:30 p.m. A goal-setting workshop will be tentatively scheduled for May 10<sup>th</sup>; Reis will send out a Doodle poll to verify that the date is good for all of the Board members.

**J. ADJOURNMENT**

Motion to adjourn was made by Trustee Donahue, seconded by Trustee Miller, and approved by unanimous voice vote. The meeting was adjourned at 10:23 p.m.

Approved by the Board of Trustees

ATTEST:

  
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Kristopher Larsen, Mayor

  
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LauraJane Baur, Town Clerk



**LauraJane Baur**

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**From:** David Gloss <dgloss@davidgloss.com>  
**Sent:** Tuesday, April 19, 2016 7:04 PM  
**To:** LauraJane Baur  
**Subject:** Tonight's meeting

LauraJane:

I'd hoped to personally attend tonight's meeting in order to personally express my gratitude to the Town of Nederland for allowing me to serve as the Municipal Judge for the last two and a half years. Unfortunately, we are trying to get my uncle situated into assisted living, and I ran out of time, But let me assure you, it has been an honor to serve the Town of Nederland, and I look forward to the next two years!

Thank you for letting me be of service.

David R. Gloss  
Nederland Town Judge

## TOWN SHOP APPROVALS

- 01/06/2015 Approval of Project Master Concept Plan; direction for monthly updates to Board
- 5/26/2015 Presentation/Discussion of 50% Design; direction to continue to final design
- 07/07/2015 Approval of amendments to design
- 08/04/2015 Approval of 95% Design; approval to go to bid
- 08/05/2015 Award of DOLA Grant Funds (\$800,000)
- 08/11/2015 Legal review of grant award conditions; determined a vote to retain would be required under TABOR
- 09/01/2015 Approval of ordinance to refer TABOR question to the November ballot (to retain grant funds)
- 09/15/2015 Approval of grant agreement (DOLA funds), pending voter approval
- 10/26/2015 Project advertised for bid, with deadline after election (11/12/2015)
- 11/03/2015 Voter approval to retain grant funds (Vote Results: 418 Yes vs. 47 No)
- 11/17/2015 Bid tabulation presented to Board, with MW Golden named apparent low bidder; both bids exceed budget; direction to proceed with value engineering/negotiations to attempt to bring bid within budget
- 12/01/2015 Approval of 2016 Budget/Capital Improvement Program (CIP) Plan (including Town Shop project, \$1.6 million)
- 01/19/2016 Consideration of request to DOLA for additional funds; direction to staff to negotiate costs further with apparent low bidder, MW Golden
- 02/16/2016 Updated negotiated costs presented to Board; approval to request additional grant funds from DOLA, approving reallocation of certain 2016/2017 CIP funds to match
- 04/18/2106 Notice of award of additional grant funds (\$240,000)
- 04/19/2016 Consideration of approval of contract with apparent low bidder, MW Golden, to build the project as already approved



Nederland Board of Trustees													
date	Agenda item description	Gierlach	Flori	Donahue	Larsen	Lee	Mueller	Wood	PASS or FAIL	# of YES votes	# of NO votes	# ABSTAIN	# ABSENT
1/5/16	Consent (minus Schedule B)	y	2	y	y	y	y	1	p	7	0	0	0
	Consent (Schedule B)	y	n	y	1	x	y	2	p	5	1	1	0
	Ordinance 739 MJ zoning codes	1	y	y	2	n	n	y	p	5	2	0	0
1/19/16	Consent (minus minutes)	y	x	2	1	y	x	y	p	5	0	0	2
	Consent (minutes)	y	x	1	y	a	x	2	p	4	0	1	2
	Resolution 2016-02 Inclusivity (with deletions)	y	x	y	1	2	x	y	p	5	0	0	2
	Resolution 2016-03 De-Brucing	y	x	y	1	2	x	y	p	5	0	0	2
2/9/16	Resolution 2016-05 DDA ballot question	a	n	y	a	y	n	y	p	3	2	0	2
2/16/16	Consent (items # 1,2,3)	y	x	y	1	a	n	2	p	4	1	1	1
	Consent (items # 4 & 6)	y	x	y	1	y	y	2	p	6	0	0	1
	Consent (item # 5)	y	x	1	a	y	2	y	p	5	0	1	1
	NedPeds contract	y	x	y	2	y	1	y	p	6	0	0	1
	Supplemental DOLA funding request	n	x	y	y	1	n	2	p	4	2	0	1
	DDA appointment - Tregaskis	y	x	y	1	y	y	2	p	6	0	0	1
	Resolution 2016-04 Indian Peaks Radio Club (w/change to annual review provision)	y	x	2	y	1	y	y	p	6	0	0	1
	MOU Colorado Rangers	y	x	y	1	2	n	y	p	5	1	0	1
	Ordinance Book - Carnagie Brach Library	y	x	1	2	y	y	y	p	6	0	0	1
3/15/16	Consent	y	x	2	x	x	y	1	p	4	0	0	3
	EcoPass Chair appointments	y	x	2	x	x	1	y	p	4	0	0	3
	Resolution 2016-07 LiveWell	y	x	1	x	x	2	y	p	4	0	0	3
	Water Discount Proposal - Community Garden	y	x	2	x	x	y	1	p	4	0	0	3
	MTPA grant for Court Resurfacing	y	x	2	x	x	y	1	p	4	0	0	3
	State grant for sanitary sewer pipelines	y	x	y	x	x	1	2	p	4	0	0	3
4/19/16	Consent (item #1 - Sched A)	y	x	y	1	2	y	y	p	6	0	0	1
	Consent (item #2 - Sched B)	y	x	2	1	a	y	y	p	5	0	1	1
	Consent (items #3 - 3/15 minutes)	y	x	2	1	a	y	y	p	5	0	1	1
	Consent (items #4 - Res 2016-08)	y	x	1	y	2	y	y	p	6	0	0	1

