



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

NEDERLAND COMMUNITY CENTER  
750 Hwy 72 Nederland, CO 80466

November 15, 2016, 7:00 P.M.

**MINUTES**

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**A. CALL TO ORDER**

Meeting convened at 7:00 p.m.

**B. ROLL CALL**

Present: Mayor Kristopher Larsen, Mayor Pro Tem Charles Wood, Trustees Topher Donahue, Julie Gustafson, Dallas Masters, Stephanie Miller, and Kevin Mueller

Absent: none

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 November 15, 2016 Accounts Payable
2. Approval of November 1, 2016 Regular Meeting Minutes
3. Approval of Resolution 2016-29 canceling the December 20th Board meeting due to winter holidays

Motion to approve the Consent Agenda was made by Mayor Pro Tem Wood, seconded by Trustee Gustafson, and passed by unanimous approval.

**D. STAFF REPORTS**

**1. Alisha Reis, Town Administrator**

Reis reported that she sent out the Forest Service press release and noted that a link to the report will be published on the Town website.

Reis also pointed out that at the next Planning Commission meeting there will be a public hearing regarding rental licensing.

Trustee Gustafson inquired about the likelihood of holding a Forsythe II meeting in Nederland, rather than down in Boulder.

**2. Jennifer Hogan, Town Accountant**

Although Jennifer Hogan was unable to attend the meeting, her report was passed out to the Board. Reis noted that the Board may email any questions to Hogan and she will respond. Trustee Mueller made a formatting request that account numbers be included in the report for the future.

**3. LauraJane Baur, Town Clerk**

Baur highlighted information regarding the implementation of the iCompass meeting management system. The "go live" date is set for November 11th with the first packet posting scheduled on December 2nd for the December 6th Board meeting.

**4. Paul Carrill, Town Marshal**

In addition to his report in the packet, Carrill noted that he attended a pre-season meeting at Eldora. Some of the items discussed were new ski runs, a test of uphill skiing this year, and that AMR will be staging an ambulance on site for weekends and "powder days".

Carrill gave an update reporting that David Asbury has been charged with a terrorism charge with weapons of mass destruction. Carrill discussed the timing of the trial process. He also reported that he attended the After Action Report meeting with Boulder County.

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

Pelletier discussed Public Works' sustainability efforts submitted in his report. Pelletier also passed around samples of the pipe liners and explained how they are installed and used.

Trustee Masters inquired why repairs to RINK were being completed by Public Works staff. Pelletier responded that CIRSA had noted the repairs needed for safety issues, so the Town was required to make the corrections.

Trustee Masters also inquired about the stones in front of the Community Center, noting concerns for the thickness and ADA compliance. Reis responded that to meet ADA standards it needs to be a "hard surface" and the current compaction of the rock is ADA compliant. Pelletier offered that he may be able to have it thinned out a bit.

Trustee Miller suggested benchmarking the new plow truck to show the benefits and savings realized. Pelletier responded that he will track the efficiency and savings. In addition, Trustee Mueller suggested creating a list of sustainability goals for the next year. Pelletier discussed some of his potential goals and said that he would work on creating a list of such goals.

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

Baumhover passed around a schedule of activities to show the volume of use of the Nederland Community Center. Baumhover also addressed the gravel issue and explained that the gravel had been placed there for drainage and dirt tracking prevention and that the alternative material (asphalt) is too costly.

## E. BOARD OF TRUSTEE REPORTS

### 1. Mayor's Report

Mayor Larsen discussed some of the election results. Larsen updated the Board on his efforts to enlist a CU Phd student to assist with sustainability coordination for the Town. Larsen also noted that the annual evaluation survey was sent out for the Town Administrator's performance evaluation; he requested responses as soon as possible and reported that the evaluation results will be reviewed in a session prior to the December 6<sup>th</sup> Board meeting.

At the Town Clerk's request, Mayor Larsen questioned the Board about their preferences for submitting their Trustees' Reports. With the new iCompass system, Baur needs to have conformity regarding receiving written reports for the packet or simply having verbal reports with the summary style reporting presented in the minutes, also providing the Trustees with the option of sending an email to the Clerk with more detailed notes for the minutes after the meeting. After each Trustee gave their reports, each Trustee voiced their preferences; the concensus was for verbal reports with summary notes in the minutes, giving individual trustees the option of sending an email with more detail when desired.

### 2. Trustees' Reports

- Mayor Pro Tem Wood reported that the Minicozzi presentation has had good response. Wood also reported that there was a Big Spring Egress design meeting yesterday.
- Trustee Donahue inquired as to why EcoPass application availability has been cut back to one day a week at Town Hall. Reis explained that it is a staffing availability issue and that, in addition to the one day per week, applicants can make an appointment for alternate times. It was noted that Boulder is only open on Mondays, so Nederland has chosen Wednesdays in order to accommodate an additional day. Donahue also noted the anticipated bus stop improvements, including the possibility of full cover from the wind from the ground up. Marshal Carrill explained the reasoning for the space designed between the ground and the shelter.
- Trustee Gustafson reported that the NCCF will be meeting tomorrow morning, but she won't be able to attend. Gustafson noted that the NCCF is re-envisioning themselves away from fundraising. Gustafson also reported that the next CML meeting is scheduled for December 9<sup>th</sup>.
- Trustee Masters reported on the "no camping" signs that have been posted at PROSAB's request. The Forsythe II will be up for discussion at the next PORSAB meeting. Masters also reported that Boating on Barker is one of PROSAB's goals for this year. Trustee Mueller voiced concerns regarding Boating on Barker.
- Trustee Miller noted that the Planning Commission has not met so she has no report.
- Trustee Mueller reported that SAB met on October 27<sup>th</sup> and met a new potential member, discussed goals, and is promoting the movie "SEEDS: The Untold Story" at the Dairy Center of the Arts in early December.

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

Victor Priego, of Nederland, requested clarification regarding accessory buildings per the updated 2012 code. Reis responded that the code will remain at the current 200'

standard. Prego then asked about the number of buildings allowed to which Reis referred Prego to contact the Planning & Building Tech for clarification based on the particular property.

Chris Current, of the Nederland Food Pantry, reported on the successful Human Services event which hosted 17 providers and drew 85 households participating.

## **G. INFORMATIONAL ITEMS**

### **1. Information from Rocky Mountain Climate Organization**

Mark Ruzzin, Senior Policy Analyst for the Boulder County Commissioners representing CC4CA gave a presentation (attached). He invited the Board to join the Steering Committee which is currently meeting in Boulder, but is also available to join through a call-in option.

### **2. Recognition of Utilities Supervisor Nicole Bratsos as Operator in Responsible Charge for the Utilities Plants**

Chris Pelletier discussed the importance of the ORC designation that Nicole Bratsos is taking on and gave some background information on Bratsos' road to this point. Pelletier presented Bratsos with a lab coat in recognition of achieving this milestone.

### **3. Expression of support for development of affordable housing in the community**

Reis explained the request of the Housing Division for a letter from the Board in support of their proposed affordable housing development in Nederland. Trustee Mueller asked about the location and Reis responded that it would be next to the church on the highway. Reis also noted that the project will be a quasi-judicial item that will likely be coming before the Board in the spring.

There was a Nod of Four giving consent for the Mayor to sign the letter.

### **4. Progress Report re: NedPeds**

Todd Ficken reported that he met with the contractor yesterday and they have completed much of the punch list. They should be wrapped up for the season by Friday this week. Trustee Masters requested a copy of the punch list; Ficken agreed to provide that for the Board.

There was discussion of people driving on the crusher fine path and gravel as well as the maintenance of it. There was also discussion of making changes to the final project to solve some of the problems with the project as it has been created so far.

**At 9:12PM, The Mayor called for a short break; the meeting resumed at 9:20PM.**

### **5. Public Hearing re: 2016 Supplemental Budget**

Reis introduced the reason for a need of a supplemental budget and what the supplemental budget includes as outlined in the packet. Reis passed out a budget summary (attached) showing the percentage variance from the original budget. Reis answered specific questions from the Board.

There was no public comment.

## 6. **2017 Draft Budget update**

Reis passed out reports to be discussed and noted they are also in the Board Dropbox. This information will continue to be updated as we get closer to final budget approval. The Board requested that final numbers, with options, be provided prior to the Thanksgiving holiday, to allow time to review.

There were Board questions and discussions on budget items and discussion regarding the budget process in general.

**Motion to extend meeting by 30 minutes was moved by Trustee Masters, seconded by Trustee Miller and passed by a vote of 4 to 3, with Trustees Donahue, Gustafson, and Mueller in dissent.**

## H. ACTION ITEMS

### 1. **Consideration of Creation of a Task Force for a Downtown Development Incentive Policy**

The Mayor introduced the item and Mayor Pro Tem Wood explained more in depth the premise behind a Downtown Development Incentive Policy per the information in the packet.

The Board discussed land use processes and possible temporary incentives. Trustee Miller suggested tabling the creation of the Task Force for a few months based on the Planning Commission work load and other projects that are in the works. Trustee Donahue suggested that the Board assign this project to the DDA to get the project started. Katrina Harms, DDA Chair, noted that the DDA does not yet know about this; they have a meeting tomorrow night.

**Motion to extend meeting by 30 minutes was moved by Trustee Masters, seconded by Trustee Mueller and passed by a vote of 5 to 2, with Trustees Donahue, and Gustafson in dissent.**

Trustee Gustafson discussed getting input from the public. Trustee Mueller discussed using the NPP and getting broad buy in early on in the process. Mueller also mentioned that Ron Mitchell wants community input and support for his projects and that the Town should do that with Town property as well. There was brief discussion on downtown development vs. affordable housing.

**Motion to adjourn was made by Trustee Mueller, seconded by Trustee Miller, and was declined by a vote of 6 to 1 with Trustee Mueller in favor.**

**Motion to table Resolution 2016-29 until January 17, 2017 was made by Trustee Masters, seconded by Trustee Miller, and passed by a vote of 5 to 2, with Mayor Pro Tem Wood and Trustees Donahue in dissent.**

## DISCUSSION ITEMS

### 1. **Discussion of Task Force and scope of study for Information Technology**

The Mayor introduced this item to create an IT Task Force to review such issues as the fiber optic for the town shop to how we manage our web presence. The currently

identified members of this task force are the Mayor, Trustee Masters, and Dave Hardy, with Randy Lee in a consultant role to the Task Force.

**Motion to move this from a Discussion Item to an Action Item was made by Trustee Masters, seconded by Trustee Donahue and passed by unanimous approval.**

**Motion to approve the creation of an IT Task Force was made by Trustee Masters, seconded by Trustee Donahue and passed by unanimous approval.**

**J. OTHER BUSINESS**

There was no Other Business introduced.

**K. ADJOURNMENT**

**Motion to adjourn was made by Trustee Masters, seconded by Trustee Miller and approved by unanimous voice vote. The meeting was adjourned at 10:42 PM.**

Approved by the Board of Trustees

ATTEST:

  
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Laura Jane Baur, Town Clerk

  
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Kristopher Larsen, Mayor

