

**Town of Huntington Selectboard (SB) Meeting**

**Date: Monday, October 23, 2006 @ 7:00p.m.**

**Location: Town Office, Lower Level**

Approved  
Minutes

**Attending:**

Board Members: Ed Booth, Doug Graver, Jim Hildebran, Roman Livak (Chair), Sandra Moore (Vice Chair)

Absent Members: n/a

Others Present: Donna Lewis (Huntington First Response), Dan Stoddard (Town Treasurer), Ed Wildman (Town Administrator)

Recorder: Barbara Elliott

Topics	Discussion	Action
Call to Order	Roman called the SB meeting to order at 7:01 p.m.	
Town Treasurer – Dan Stoddard	<p><b>Bounced Check Policy:</b> Dan noted that a Huntington resident’s check for a \$1,200 tax payment had been returned from the bank for non-sufficient funds (NSF). Dan raised the issue of whether the Town would like to have a formal procedure for how to handle NSF checks. Dan received a copy of the Town of Randolph’s returned check policy. General consensus was that if Randolph’s attorney had reviewed their policy, we would not have to have our attorney also review it.</p> <p>The cost of returned checks is a \$10 fee from our bank, plus the cost to the Town for reprocessing the check. One idea would be to charge \$10 the first time a check is returned, and either \$20 or \$25 if the check is returned second time.</p> <p>Doug recommended putting a note on the first tax bill alerting residents of what the penalty is for returned checks.</p> <p><b>Homestead Declaration:</b> Dan explained the penalty and rate structure as follows:</p> <ul style="list-style-type: none"> <li>• Before April 15: no penalty; receive the homestead rate.</li> <li>• After April 15 but before July 15: 1% penalty; receive the homestead rate.</li> <li>• After July 15: 1% penalty fee; do not receive the homestead rate.</li> <li>• Do not file at all: no penalty; do not receive the homestead rate.</li> </ul> <p>Dan’s concern is that those filing after the July 15<sup>th</sup> deadline are penalized more than those who simply do not file at all. (Apparently the 1% penalty fee is levied to help towns cover administrative costs.) Selectboard said</p>	<p>Dan will check with the Town of Randolph to see if their attorney reviewed their returned check policy. He will also ask if it has ever been contested in court.</p> <p>Dan will check with VLCT to see if they have a returned check policy.</p> <p>Dan will check with VLCT to see if they have feedback on the penalties levied for late homestead filing.</p>

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	that it was up to Dan’s discretion as to whether he levies the 1% charge against those filing after July 15 <sup>th</sup> .	
<b>Town Treasurer / Town Clerk Budget</b>	Dan and Heidi are working on their budgets – including how to allocate Linda's expenses across the two budgets.  They are also figuring out how to handle expenses for separating the kitchen from the bathroom, as required by VOSHA.	
<b>Warrants</b>	2 warrants were presented to the SB for signature.	2 warrants were signed as presented.
<b>Selectboard (SB) Minutes: 10/02/06</b>	Doug requested that after minutes are approved, they be uploaded to the Town website in Word document format, which allows them to be searchable (rather than having them being uploaded as a pdf file). Unapproved minutes will not be filed on the website.	Doug moved to accept the minutes of 10/02/2006 as presented. Seconded by Ed B. Passed unanimously.  Ed W will check to make sure equipment that may be stored away from Town property when the garage is being repaired, will still be covered by our insurance in the event of theft or vandalism.  Ed W will upload approved minutes to the Town website.
<b>Driveway Permits</b>	The Tatro driveway on Texas Hill Circle does not have a culvert. The driveway on Moody Road does have a culvert. Yogi reviewed and approved both requests.	Selectboard signed the driveway permits for Jerry Tatro (Texas Hill Circle) and Braeden Stone (Moody Road).
<b>Open Agenda: Citizen Input</b>	No citizens presented input to the SB.	
<b>Huntington First Response – Donna Lewis</b>	Budget request is for \$4,000—an increase of \$500 over last year. One increase is for pagers to replace those that were previously covered by using pagers from Richmond Rescue.  If using Shelburne for dispatching works out well, we could look into using Shelburne for the Fire Department.  Donna asked whether there is a possibility of fixing up the back of the Fire Department building so that it could be used as a dedicated training room for First Response.  It was noted that we are currently not using either the basement of the Fire Department—that was intending for meeting rooms, nor the old Fire Department building.  Donna noted that the new First Response vehicle is doing	Donna will get a revised, more detailed budget to Ed W.  Donna will pull together some numbers for what it would cost to fix up the back room of the Fire Department.  Ed W will research whether the old Fire Department building is on the Historic Register, and if so, what the implications of that are.  Roman will contact Ronald Mack to request he come before the full

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	<p>great. It was also noted that the vehicle serves as a speed deterrent when it's parked outside.</p> <p>Richmond Rescue's budget went up 25% last year and this year it's going up about 50%. Increase is primarily for paid personnel, since there aren't enough volunteers.</p>	<p>Selectboard to talk about the Richmond Rescue budget.</p> <p>Donna will get Richmond Rescue budget expenses from last year for the Selectboard to review.</p>
<p><b>Administrative Action Items Correspondence / Updates / Issues</b></p>	<p><b>Planning Commission Budget:</b> copies of the revised budget were distributed.</p> <p><b>Union Meeting House / Library Budget:</b> Proposed budget is for level funding. The loan &amp; principal for the bond is in this year's budget.</p> <p><b>Medical Insurance:</b> BC/BS is proposing a 36% rate increase this year. VLCT is negotiating with Cigna to see what they can offer. On November 6<sup>th</sup>, VLCT is coming in to talk with the employees about the plans. Anticipated increases will have big implications for the town. Five Town employees are covered by insurance plus one person on COBRA (which lasts for 18 months total).</p> <p><b>Bill White Property:</b> The aerial view of the yard shows that the acreage has been reduced.</p> <p><b>Town Insurance:</b> Ed W distributed copies of the revised property listing email from Vicky Abare (VLCT). The Henry Curtains are not going to be insured. The Library is currently insured at \$40,000—and Ed W has asked the Library to come up with a more accurate figure for coverage needed.</p>	<p>Ed W will put together a figure for what we anticipate the increase for health insurance could be—and what percentage of the Town's budget that would represent.</p>
<p><b>Adjournment</b></p>	<p>SB meeting adjourned at 8:25 p.m.</p>	<p>Doug moved to adjourn; seconded by Jim; unanimously passed.</p>
<p><b>Next Selectboard (SB) Meeting</b></p>	<p><b>Monday, October 20, 2006 @ 7:00 p.m.</b></p>	

Date Unapproved Minutes to Town Clerk: Sunday, October 29, 2006  
Date Minutes Approved by Selectboard: Monday, November 6, 2006  
Date Approved Minutes to Town Clerk: Sunday, November 19, 2006