

Town of Huntington Selectboard Meeting

Monday, May 1, 2017

9 am – Site Visit to Discuss Potential Site Locations for Lower Village Traffic Devices

7 pm – Regular Selectboard Meeting, Town Office, Lower Level

APPROVED MINUTES

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DATE

[Signature]
May 18, 2017



Site Visit to Discuss Potential Site Locations for Lower Village Traffic Devices (8am meeting)

<p>Selectboard Attendees Staff Present Others Present</p>	<p>Andrew Hendrickson, Roman Livak, Dan Rissacher, Nancy Stoddard Clinton 'Yogi' Alger (Road Foreman), Barbara Elliott (Town Administrator) Jeanine Carr (briefly, for discussion of signs at her property), Dean Grover, Nancy Grover</p>
<p>Process</p>	<p>The group examined the Lower Village Scoping study, walked the area, and discussed proposed locations for installation of one permanent speed table and multiple anchors for speed radar feedback signs. The group reached consensus on locations to recommend to the full Selectboard.</p>
<p>Lower Village Speed Table</p>	<p><u>NORTH END OF VILLAGE</u> #1 Location: At telephone pole located at north end of community garden • Pro: would slow traffic for residences north of the library while still not being too noisy for residences; would slow traffic at community garden • Con: none #2 Location: Just north Blackbird Swale • Pro: would slow traffic just before library & store activity • Con: does not help residents north of Blackbird Swale #3 Location: Site of last summer's speed bump (half way between the culvert at north end of Richland property and the Richland's driveway) • Pro: matches the scoping study • Con: traffic would have time to speed up before reaching Blackbird Swale; too close to the 35 mph zone for north bound traffic; will not slow traffic sufficiently for residences between library & community garden <u>SOUTH END OF VILLAGE</u> No Locations proposed at this time.</p>
<p>Lower Village Speed Radar Sign Anchors</p>	<p><u>NORTH END OF VILLAGE</u></p> <ul style="list-style-type: none"> • For Southbound Traffic Keep an anchor at the current sign location at the north corner of Blackbird Swale. • For Northbound Traffic Add anchor at southern end of Jeanine Carr's property <p><u>VILLAGE CENTER AREA</u></p> <ul style="list-style-type: none"> • For Southbound Traffic None • For Northbound Traffic Add anchor for northbound traffic at the corner of Brooklyn & Main (at Old Post Office building).

	<p><u>SOUTH END OF VILLAGE</u></p> <ul style="list-style-type: none"> • For Southbound Traffic North of Raven Ridge, at the northern part of the field that is just after the tree line. • For Northbound Traffic Add anchor south of Raven Ridge at the southern edge of the Knight's property
<p>Follow-up Needed:</p> <ul style="list-style-type: none"> • <i>Elliott: research speed table requirements</i> • <i>Elliott: research MUTCD for tables & signs</i> • <i>Elliott: confirm data collection with CCRPC</i> • <i>Elliott: Request traffic engineering study</i> 	<ul style="list-style-type: none"> • Above recommendations will be made at the 7pm Selectboard meeting. • Elliott to research requirements/restrictions for having speed tables on slopes • Elliott to research MUTCD requirements with CCRPC to ensure proposed locations for the speed table and speed feedback signs are within guidelines • Elliott to confirm if traffic data collected by our speed feedback radar signs would be sufficient data for a traffic engineer to use for modifying speed zone locations • Elliott to request traffic engineering study to see if the 25 mph zone at the southern end of the Lower Village can be moved closer to Village Hill.
<p><u>Regular Selectboard Meeting (7pm meeting)</u></p>	
<p>Selectboard Attendees</p> <p>Staff Present</p> <p>Others Present</p>	<p>Dori Barton (Chair), Andrew Hendrickson, Roman Livak, Dan Rissacher, Nancy Stoddard (Vice Chair)</p> <p>Clinton 'Yogi' Alger (Road Foreman), Barbara Elliott (Town Administrator)</p> <p>Ruth Blodgett, Jim Christiansen, Sheri Lynn, Heidi Racht, Rebecca Ryan, Jeanette Segale, Joe Segale, Markley Smith, Marijke Smith, Aaron Worthley</p>
<p>Agenda</p>	<ul style="list-style-type: none"> • Highway: Town Highway 9; Agnes Drive; Bert White Road; Fuller/Town Garage Easement; Bridge 8 Update; Traffic Device Locations; Highway Work Calendar (postponed); Equipment, Grants & Other Updates • Committees: Conservation Commission – Town Forest • Public Comment • Administration & Finance: Warrants; Minutes; Appointments; Correspondence & Communications: Open Meeting Law Review; Strategic Planning Agenda; Other/New Business
<p>Highway</p> <p><i>Follow-up: Elliott to contact Town Attorney</i></p>	<p><u>Town Highway #9</u></p> <ul style="list-style-type: none"> • Elliott reported that ANR River Engineer Jaron Borg met with Elliott and Alger to discuss a request he received from Matt Gough regarding installation of non-engineered concrete block (also called waste block) abutments in the Town Highway (TH) 9 stream crossing. Borg, who is responsible for issuing permits, wanted to make sure that the Town understands that the Town will need to sign off on the permit and that the Town may be held liable since the abutments would be in the Town ROW. He recommended we discuss this with the Town attorney and Selectboard. • Elliott will follow-up with the Town attorney for his assessment regarding this issue and report back at the 5/15 Selectboard meeting. <p><u>Agnes Drive</u></p>

Follow-up: Elliott to draft response letter

- Elliott received correspondence from Erik Engstrom (33 Agnes Drive) regarding the requirements and/or process for having the Town consider reclassifying Agnes Drive from a private road into a Town Class 3 road.
- Elliott emailed Engstrom information on the statutes for reclassifying roads and also indicated that with over 30 other private drives in town, it is not likely that the Selectboard would be supportive of this request.
- Elliott was asked to draft a note to forward to the Selectboard Chair stating that the Selectboard considered his request and Elliott's response and to clarify that the Town is disinclined to take over private roads, especially in light of the precedent this could set for all private roads.

Bert White Road

The item under discussion relates to a request for PUD subdivision the Smiths have submitted to the DRB and how it relates to Bert White Road.

- Selectboard Chair Dori Barton recused herself, stating that she would be speaking on behalf of the Smiths. Vice Chair Nancy Stoddard took over chair responsibilities for this agenda item.

Extensive discussion ensued, which included the following points:

- The PUD request will add 6 new dwellings and encompass a total of 10 lots—9 with dwellings and one lot of approximately 123-132 acres of conserved common land. A request had been made by Jim Christiansen at the DRB preliminary hearing whereby the Selectboard would be requested to throw up the portion of Bert White Road that would be within the newly created PUD.
- Elliott reported that Road Foreman Yogi Alger was asked to sign off on the impact the PUD would have on Bert White Road, and that Alger was disinclined to proceed with approval before a determination was made regarding the request before the DRB. There have been instances where the Road Foreman has been "caught in the middle" between residents and zoning requirements related to driveway/driveway cut approval.
- Stoddard stated that 2 issues that need to be determined are 1) what is the process; and 2) is the Selectboard in support of throwing up the road.
- Barton stated that on behalf of her client, she would disagree that those are the issues that need to be addressed. The issue is that Alger has been asked to sign off on the impact that the development would have on Bert White Road, and that he has looked at the proposed driveway cuts and given advice on them, but that he has not yet signed off on the project's anticipated impact.
- Christiansen requested clarification on the purpose of this agenda item.
- Markley Smith summarized the positive working relationship they had with the Town a number of years ago when the Smith's contributed materials and labor for relocating the top portion of Bert White Road to its historic location and that they would like to continue that spirit of collaboration.
- Barton outlined: details of the proposed project; that without this

proposed project there could be 25 or more new lots created; that the Town has no mechanism for collecting impact fees; that requiring the Smiths to take over the road is contrary to the strategies outlined in the Town Plan; and that the issue of throwing up the road should not be tied to this project.

- Livak asked Alger what the anticipated increase in the number of vehicles would be and Smith responded that it would be between 12-24 additional cars.
- Livak asked if it had been verified that the location of the road had been recorded when it was moved to the historic location.
- Markley Smith outlined that the positive partnership the Smiths have had over the years with the Town including serving on boards, providing community access, and working on the road relocation—and that he would like to sustain that reciprocity.
- Jeanette Segale spoke about her passion related to this issue and having the Town continue road maintenance. She noted that the Smiths have opened their hearts and souls to the people of this community; kept their land open for use by the school, trails and events; are a gem in our community; and that the least the Town can do is preserve this pathway to their lands.
- Christiansen restated that he was unclear as to the purpose of this agenda item and his request to the DRB to have the Smiths request the Selectboard consider throwing up the road as a condition of approval of the subdivision. He stated he was following the normal process; and that he was in no way trying to curtail school, skiing, events, or other activities occurring on the property and that if the road were to become private these activities could continue unless the developer decides to curtail them. In response to a comment from Barton that it was unfair for Christiansen to raise this issue so late in the process, Christiansen noted that he was following the process which is that concerns be raised at the preliminary hearing and that is what he had done.
- Joe Segale noted that statutorily it is the Selectboard's decision whether or not to throw-up a road and that this is a policy question. He noted that if Christiansen's request to the DRB is successful, then the Selectboard may be asked to consider this question which in turn could lead to considering this action for every dead end road in Town.
- Stoddard requested clarification on the purpose of this agenda item and whether or not the Selectboard is voting on anything at this time.
- Alger stated that he would sign the letter saying that he was fine with the development.
- Livak outlined that the process needs to be: 1) a letter be issued by Alger stating that the additional traffic is acceptable from a municipal services perspective; and 2) if the DRB approves the development, then Alger will be asked to sign off on the driveway cuts.
- Alger will submit a letter to the Smiths and Arrowwood on 5/2 so that it can be included in the packet the developer is submitting to the DRB on that date.
- Christiansen asked for clarification regarding where on the warning for

MOTION – FULLER / TOWN GARAGE AGRICULTURAL EASEMENT

Follow-up: Alger to reassess Highway budget balance for the current fiscal year

MOTION – LOWER VILLAGE TRAFFIC DEVICES

Follow-up: Solar panel angle

Follow-up: Highway work calendar to be presented on

the meeting it had specified what this agenda item was for. Elliott responded that Bert White Road had been listed, just as Town Highway 9 and Agnes Drive had been, because it was likely that there would be updates to discuss related to those roads.

After the close of the Bert White Road discussion, Stoddard returned the chairing of the meeting back to Barton.

Fuller Easement – Town Garage Agricultural Access Easement

- **MOTION:** Livak moved and Stoddard seconded to approve that the Town Administrator notify the public through publication in the Burlington Free Press and postings in town that the Selectboard will hold a public information meeting on the proposed agricultural easement from the Town Garage to a lot currently owned by the Fullers on Monday, May 15, 2017 at 7pm at the Town Office (lower level). Passed unanimously with all members present and voting.
- The full easement approval schedule is as follows:
Tues. 5/2 Submit notice to Burlington Free Press (by 4:30pm)
Wed. 5/3 Post notices: Town Office, Beaudry's, Library & Front Porch Forum
Thurs. 5/4 Notice printed in Free Press
Mon. 5/15 Selectboard holds public information meeting
Mon. 6/5 SB Approves easement for signature by Town Agent
Tues. 6/6 Town Agent signs easement

Bridge 8

- Alger and Elliott met with Greg Wilcox, the State project engineer, and Matt Wheeler from SD Ireland. Positive news is that SD Ireland will be picking up the cost for 4 of the 5 message boards required for the truck detour.
- Elliott sent a letter to Bridge 8 area residents updating them on the status of the bridge project.
- Livak noted that if cost savings from the signs allows, he would like to see East Street Bridge maintenance from Parent Construction occur in the July-August timeframe. The Selectboard would like Alger to re-assess the Highway budget to see if there will be funds available before the end of the current fiscal year to have Parent Construction do other bridge maintenance work.

Traffic Device Locations

- **MOTION** - Livak moved and Hendrickson seconded that the pavement speed table be installed by ECI at the telephone pole by the community garden, crossing both lanes of traffic; and that the speed feedback sign anchors be installed by the road crew as depicted on a map provided at the meeting. Passed unanimously with all members present and voting.
- Selectboard asked if it is possible to have a steeper slope to the solar panels to help keep them clear of snow.

<p>5/15/ to the Selectboard</p>	<p><u>Highway Work Calendar</u></p> <ul style="list-style-type: none"> This is to be presented at the 5/15 Selectboard meeting. <p><u>Highway Grants</u></p> <ul style="list-style-type: none"> The Town’s application for a VTrans Structures grant to repair Bridge 8 has been denied on the basis that due to fiscal constraints, Towns can expect to receive a grant only every 4 years. The Town’s application for a VTrans Highway Pavement grant is being forwarded to Montpelier by our VTrans District Manager with a recommendation that it be funded this year.
<p>Huntington Conservation Commission</p>	<ul style="list-style-type: none"> Conservation Commission Co-Chairs Rebecca Ryan and Sheri Lynn attended to request approval for the HCC to apply for a Vermont Urban & Community Forestry – Town Forest Recreation Planning Community Assistance Program grant. The grant provides up to \$10,000 for technical assistance. HCC’s goal for the grant would be to develop a comprehensive plan for improving access to the Town Forest and/or for a plan for how to go about securing a location that has better/easier public access. In-kind match can be met with volunteer hours from HCC members. The Selectboard expressed support for this effort. The grant application or a draft application will be presented to the Selectboard at the May 15th Selectboard meeting. Barton noted that there is still a possibility that about a half-acre adjacent to Cobb Brook will be donated to the Town.
<p>Public Comment</p>	<p>No members of the public provided comment.</p>
<p>Administration</p> <p>MOTION – MINUTES</p> <p><i>Follow-up: Elliott to create budget tickler for compost contracting</i></p>	<p><u>Warrants</u></p> <ul style="list-style-type: none"> 3 warrants, as presented, were signed by the Selectboard members. <p><u>Minutes</u></p> <ul style="list-style-type: none"> MOTION – MINUTES: Livak moved and Hendrickson seconded to approve the April 17, 2017 Selectboard meeting minutes as amended. Passed unanimously with all members present and voting. <p><u>Appointment Paperwork</u></p> <ul style="list-style-type: none"> The Selectboard signed appointment paperwork for appointments that were approved at previous meetings. <p><u>Correspondence & Communications</u></p> <ul style="list-style-type: none"> CSWD Contracts Guidance: Livak reported that towns can arrange for town compost contracts – and that some towns, such as Westford, are doing so. It may be possible to get better pricing with town-wide contracting than individual household contracting. Elliott will make a tickler to incorporate this consideration into budget planning for FY18-19. Hendrickson noted that it appears CSWD is advocating for statewide contracts. No action required. Act 250 Abandonment Order: Notification was received that a 1983 permit relating to diverting hikers from the top of Camel’s Hump to protect existing alpine vegetation has been abandoned. No action

	<p>required.</p> <ul style="list-style-type: none"> • VT Dept. of Environmental Conservation: An Illicit Discharge Detection & Elimination Study will be conducted in Huntington this summer. No action required. • Open Meeting Law Review: Elliott distributed a document from VLCT regarding the law and highlighted a couple of the items, including: <ul style="list-style-type: none"> ○ Email correspondence falls under the Open Meeting Law and constitutes a 'meeting'. Therefore it is important that members not engage in group discussions outside of meetings, and do not 'reply all' to information distributed by others. ○ When a member is participating in a meeting via telephone, Skype, FaceTime, etc. any vote that is not unanimous must be done by roll call. ○ All meetings, including work session and sub-committee meetings, must follow the Open Meeting Laws.
Strategic Planning Session	<ul style="list-style-type: none"> • The annual planning session will be held on May 20, 2017 from 8am – noon at 1560 East Street. Agenda items should be forwarded to Elliott.
MOTION: ADJOURNMENT	MOTION: Livak moved and Stoddard seconded to adjourn the meeting at 8:40 pm. Passed unanimously with all members present and voting.
	05/01/17– Meeting date 05/05/17 – Draft/unapproved minutes distributed and posted on website. 05/15/17 – Final/approved minutes approved 05/16/17 – Approved minutes to Town Clerk for recording & web posting