

RECEIVED

DATE

[Signature]
February 14, 2013

APPROVED

HUNTINGTON PLANNING COMMISSION

Minutes of January 28, 2013

PRESENT: Dana Cummings, Everett Marshall, Knox Cummin, Ginger Lubkowitz, Julia Austin, Gordon Miller, Heather Pembrook

ABSENT:

OTHERS PRESENT:

MINUTES: Heidi Racht

Agenda

- 7 pm MEETING BEGINS
- 7-8:30 Town Plan
- 8:30-9 Village Code
- 9 pm Minutes of December 10, 2012
- Minutes of January 10, 2013 Village Code Hearing
- Minutes of January 14, 2013
- Mail
- 9:30 MEETING ENDS

The meeting was called to order at 7:10 pm, chaired by Dana Cummings

Town Plan	<p>Dana Cummings started the discussion by proposing that the Commission work on the Town Plan for the next three meetings.</p> <p>Heather Pembrook suggested that the Commission have a “goal in mind for what we’re doing. She said that the work should recognize the progress that has been made for the goals that are in the current Town Plan and work on “what can get done in the next five years.” Everett Marshall added that he agreed, but “a lot of goals isn’t bad,” but the Commission could consolidate the list. He agreed that the group should be “realistic about what can be worked on” and then the Commission can add things back in,” if it found it was able to meet the goals. He advocated for “readability,” noting that the document should be short and concise so it would be “more apt to get used and read.” Further, Marshall agreed with previous suggestions that the document could have a “better display” of the material.</p> <p>Julia Austin said that she thought the document should be written so if a goal is “an aspiration, then it’s there.” Austin gave the example of renewable energy goals under Facilities.</p> <p>D. Cummings then said he was reading a document that described the main parts of a municipal plan. It is based on the ten planning elements required by 24 V.S.A. §4382, and suggests various ways to organize the content of the</p>
------------------	--

plan into a logical presentation. He noted that the document needed to have clear statements or goals that have an attainable end and **objectives** with measurable targets expressed in time periods for achievement. From this comes **policies**, which propose a definite course of action to the governing board or other groups, and programs or ongoing activities to meet the objectives.

D. Cummings provided the link:

<http://www.vpic.info/Publications/Reports/PlanningManual/ChapterSix.pdf>

There was discussion of Stowe's Town Plan, which had one goal per section with objectives and implementation.

Austin proposed working "from the things we want to do - and then work back." To this, D. Cummings noted that the Commission should look at the most recent draft of the Chittenden County Regional Plan to make sure that the Commission was headed in the right direction. He explained, that the "Huntington Town Plan needs to be acceptable so it won't get kicked back."

The Commission the started to look at the plan section by section.

TRANSPORTATION

Under Transportation, the Commission discussed the need and want for public transportation in Huntington. An assessment needs to be made and this could be accomplished by working with the CCRPC (Chittenden County Regional Planning Commission) and transportation experts to determined the level of interest for commuter buses and evening buses. There was some discussion again about the need to have an evening bus that would come out at the end of the evening, so residents could take a commuter bus into town and then be able to get back to Huntington.

The heavy use of Camels Hump Road to climb the Forest City and Burrows Trail loop is a factor for the town in terms of the costs of road maintenance since the road has to be maintained year-round. It is reportedly the most popular mountain climb in the state. Members of the Commission mused about the State of Vermont actually paying some money to help with the road costs – over and above the PILOT (payment in lieu of taxes) check that the town receives for state lands that are not on the Grand List.

This then led to discussion about putting the Camels Hump trails into the other categories of Recreation and Economics, the latter of which could capitalize on the traffic with a benefit for future businesses. Right now, there is one business in Huntington that might see a benefit from the traffic produced by the hikers - and skiers.

Austin commented that the trails were "low impact, except for the road."

Marshall suggested that the Commission propose a meeting between the state (VTrans, and Forest, Parks and Recreation) and towns (Huntington and Duxbury). He again noted that it is “costly for a town” to maintain a back road with this high volume of traffic.

Pembrook said she thought bicycle safety on the roads should be considered under Transportation. D. Cummings added that the town could develop a plan for increasing bicycle and pedestrian safety and awareness.

Heidi Racht asked whether this section would include goals about the town’s 27 bridges. D. Cummings said that there could be a role for the HPC in developing goals for the bridges should the town move to a DRB. However, as things stand, right now the Commission does not have the time to plan. The DRB could allow the Commission to “unburden the Selectboard” and take on some of these areas. Pembrook remarked that bridges could “tie into the CCRPC documents.”

It was suggested to color code CCRPC recommendations, so the Town Plan would be sure to cover all the topics. Pembrook talked about having a list of the recommendations.

Ginger Lubkowitz asked about traffic calming. D. Cummings responded that a report had been done by the Traffic Calming Committee - and recommended that the HPC members become familiar with it. Pembrook offered to do this and update pertinent areas in the Town Plan.

Lubkowitz said that the Commission should incorporate the recommendations for Village Code as regards parking in the villages. Austin added that the Commission should discuss the “needs and wants” for parking hubs. D. Cummings then discussed having a long-term plan for sidewalks.

At 8:05 pm, Knox Cummin entered the meeting.

FACILITIES AND UTILITIES

Facilities and Utilities was the next topic the Commission discussed.

First of all, the means, costs and methods of financing these town services should be considered. The need for water/wastewater was discussed, with the conclusion reached that this would not be done in the next five years. However, Marshall emphasized that the town should identify “willing participants” now for future facilities. Knox Cummin added that is the town was going to have a village designation, the we “need to talk about water/wastewater.”

Marshall then observed, “Some people don’t want to see a lot of

development.” He said that redevelopment was more important. He also said that Town Administrator Barbara Elliott had said that there was not facility plan in town. The Commission all agreed that goal in the Town Plan should be for the town to develop a facilities goal.

D. Cummings commented that the Town Plan should address technology under Facilities. K. Cummin agreed that there should be increased cell coverage.

There then followed a discussion about microcells on telephone poles and the proposed WCVT equipment in the Library bell tower. The Commission also discussed the Town Hall as an available, underutilized town facility.

Village Code was briefly discussed with the acknowledgement that the available HPC members would be meeting with the VCC on January 31. The discussion would focus on how it would affect zoning and also how it could be incorporated into the Town Plan. At this juncture, all members of the HPC expected to be at this meeting.

SCHOOLS

Schools was the next section discussed. Phasing in of larger projects was also discussed, with the Carl Parker project on Cochran Road in Richmond in the 1980s (proposed 280-plus houses) that would have required the construction of a new school to accommodate anticipated student population increases being used as an example of impact. The Commission suggested reviewing what other towns are doing for project phasing.

It was noted that the town should have a map that shows the facilities and options for expansion or placement of new facilities. Racht mentioned that the last expansion of Brewster-Pierce School had reached septic capacity and that there had been some discussion in the early 1990s about looking for land for another school building. She noted that property on Spence Road, then owned and currently owned by Knox and Lucy Cummin had been proposed.

A suggestion was made that the Commission obtain a copy of current enrollments and projected pre-k – grade 12 enrollments from the Chittenden East Central Office. Racht commented that September enrollments, for years had been part of the BPMS School Directors’ Report, but it seemed to have been dropped in the last 15 years or so.

Other topics to be discussed in this section:

1. school merger, which the town rejected
2. solar panels installed about five years ago
3. drainage work done on school parking lot
4. new playground

Minutes of December 10, 2012	<p>Motion: Everett Marshall moved to approve the minutes of December 10, 2012 with changes; seconded by Knox Cummin.</p> <p>The minutes were approved unanimously.</p>
Minutes of January 10, 2013	<p>Motion: Ginger Lubkowitz moved to approve the minutes of January 10, 2013 with changes; seconded by Heather Pembrook.</p> <p>The minutes were approved unanimously.</p>
Minutes of January 14, 2013	<p>Motion: Heather Pembrook moved to approve the minutes of January 14, 2013 with changes; seconded by Ginger Lubkowitz.</p> <p>The minutes were approved unanimously; Julia Austin abstained.</p>
Mail	1. No mail.
Member Business	<p>1. The Commission reviewed the calendar for a time to have CCRPC member Charlie Baker come in to discuss the ECOS project. Baker is available on February 25, a date that is agreeable to the Commission. He is also meeting with the Selectboard on February 4. Dana Cummings and Ginger Lubkowitz plan to attend. Everett Marshall outlined the dates for relevant meetings regarding the Uplands Grant. He plans to attend a presentation by Kate McCarthy in Richmond on February 4, 7-9 pm. He also provided dates for the ECOS meetings: May 6, August 5 and November 4. On March 20, there will be a Public Hearing on ECOS in the Regional Plan.</p>

Adjournment: Heather Pembrook moved to adjourn the meeting; seconded by Knox Cummin. The Commission adjourned the meeting at 9:42pm.

UNAPPROVED MINUTES TO THE HPC: February 6, 2013

MINUTES APPROVED: February 11, 2013

APPROVED MINUTES TO THE TOWN CLERK: February 14, 2013

February 11, 2013 Proposed Agenda

- 7-8:30 Town Plan
- 8:45-9 Village Code
- 9 pm Minutes of January 28, 2013
- Mail
- 9:15 Member Business
- 9:30 Adjourn