

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

**Date: Monday, January 5, 2009 – 7:00p.m.**

**Location: Town Office, Lower Level**

Approved  
Minutes

**Attending:**

**Board Members:** Ed Booth, Harry Frank, Jim Hildebran (Vice Chair), Joe Segale, Roman Livak (Chair)

**Absent Members:** n/a

**Others Present:** Clinton “Yogi” Alger (Road Foreman), Jim Christiansen, Wayne Curley, Dean Grover, Tate Jeffrey (Fire Chief), Ed Wildman (Town Administrator), Jim Wood, Rob Zimmerman

**Recorder:** Barbara Elliott

| Topics   | Discussion   | Action  |
|--|--|---|
| <b>Call to Order</b>                               | Roman called the meeting to order at 7:05 p.m. Selectboard member Jim arrived at 7:12 p.m.   |   |
| <b>Sand/Salt Shed – Rob Zimmerman; Dean Grover</b> | <p><u>Rob Zimmerman - Sand/Salt Shed Project</u></p> <ul style="list-style-type: none"> <li>• Rob presented his summary of building options (see handout). He was surprised at how high the figures came in. He met with Yogi, collected information from manufacturers, and came up with a total overall project budget—not just for the building but also for the engineering work. Rob presented 5 options—and has detailed estimates for each.</li> <li>• Total funds available = \$269,000. Rob gave 5 scenarios from least expensive (like the one in New Haven on Rt. 17 that is \$145,000 more than the estimated funds we have available) up to an advance storage stick frame building that runs \$398,000 more than the estimated available funds.</li> <li>• Rob's estimates include a 15% contingency (which is where permitting costs would be covered).</li> <li>• Some of the site work could be done by the Town to reduce costs; could hold off on electrical and have not lights; etc.</li> <li>• The original figures from Yogi were more in the \$220,000 range but doesn't include electrical. Rob doesn't see that we could get to a figure of \$268,000 no matter what.</li> <li>• Estimate for the electrical work is \$10,000-20,000.</li> <li>• We have another 1 ½ years to act before we would loose the funds from the grant.</li> <li>• Concern about the 1st option is the roof's 15 year life span.</li> <li>• Selectboard eliminated 1<sup>st</sup> and last 2 options presented. Rob will explore remaining 2 options and fine tune estimates.</li> <li>• A sub-group will look at the possibilities with Rob &amp; Yogi.</li> <li>• Tate noted that his recommendation would be to go with out the frost walls in the ground. Basic wind load rating is for 90 mph winds</li> </ul> <p><u>Dean Grover looked into the permitting that would be required</u></p> <ul style="list-style-type: none"> <li>• Expects that neither an Act 250 nor a waste water permit will be necessary.</li> <li>• He also thinks a storm water construction permit will probably not be needed.</li> </ul> | <p align="center">RECEIVED<br/>DATE <i>January 25, 2009</i></p> |

| Topics  | Discussion   | Action |
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|   | <ul style="list-style-type: none"> <li>• It may be necessary to get a Department of Public Safety permit—this is a bit fuzzy. Usually the architect will go after this and it's usually a pretty minor permit to secure. Fee is about ½ % of the total construction cost (0.55%).</li> </ul>   |        |
| <b>Fire Department<br/>– Chief Tate<br/>Jeffrey</b> | <p>Discussion included:</p> <ul style="list-style-type: none"> <li>• Selectboard would like the Fire Department budget to be level funded.</li> <li>• Tate questioned why, noting that since 2003, the Fire Department has been asked to have less than level funding, while other departments have been up 20+ % YOY (year over year).</li> <li>• Increase this year is for training for new members; \$2,000 for gear per person plus \$400 for the training. So far the Department has been lucky by getting grants to purchase gear. Gear only lasts 5-7 years.</li> <li>• Workforce has increased which is why the budget was increased. Most recruits are volunteers that just walk in the door. Wayne Curley asked if there was a limit to the number of members—and Tate said the limit is 30. Currently they have 21 members.</li> <li>• Total budget is \$90,000. Tate doesn't think there are places to cut.</li> <li>• Need to establish a 5 year gear replacement strategy.</li> <li>• Tate stated that the Fire Department's original plan called for purchasing a new fire truck a year from now, and that while the fire department does not actually need to have the truck purchased in the coming year, they would like to accelerate the planned purchase by 1 year and have it included in this year's budget. He stated that the Fire Department did not want to have the perception of a budget decrease in the coming year followed by a budget increase the following year—and that by pushing the purchase up by a year, there would be a perception of a level funded budget rather than having to go to the voters a year from now and try to explain a budget increase.</li> <li>• The reserve funds currently are \$200,000+. Tate stated that reserve funds are to be used for things other than general operations. The interest on the reserve funds is about \$6,000-8,000 per year. Long term plan is to use the interest for bond payment. At Town Meeting he plans to have a bond issue to go before the voters.</li> <li>• Selectboard consensus is to keep the budget at \$96,340 for now.</li> </ul> |        |
| <b>Road Foreman<br/>– Clinton<br/>"Yogi" Alger</b>  | <p>Overtime Hours:</p> <ul style="list-style-type: none"> <li>• Average overtime per person is calculated at 333 hours available per man. Right now the crew has used about 1/3 of the available hours. Purpose is to be strategic about use of overtime hours.</li> </ul> <p>Salt:</p> <ul style="list-style-type: none"> <li>• It takes 5-6 yards to do one pass of the main roads</li> </ul>  |        |

| Topics                | Discussion  | Action  |
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|                       | <p>(approximately 10 tons).<br/> Hazardous Waste Report:</p> <ul style="list-style-type: none"> <li>• Compliance issues need to be addressed per the 12/22 letter from John Daly, Environmental Assistance Specialist, with the Department of Environmental Conservation. Yogi will schedule Project WorkSAFE to come in to take another look at things. A lot of progress has been made on addressing issues.</li> </ul> <p>Budget:</p> <ul style="list-style-type: none"> <li>• Figures currently total \$812,465.50 for the coming year.</li> <li>• \$65,000 for the Class 3 gravel.</li> <li>• Yogi needs to look at the budget in detail to make sure that he's okay with it.</li> <li>• Yogi will have additional figures for Highway equipment for the next meeting.</li> </ul> <p>Roads</p> <ul style="list-style-type: none"> <li>• With liquid chloride, there is less road loss. This time of year, with freeze/thaws the dirt roads have more of a slick/slimy layer.</li> </ul>  |   |
| <b>Town Report</b>    | <ul style="list-style-type: none"> <li>• Jim H will draft something for the Energy Committee for 1/13. Yogi will have his report submitted by 1/13. Traffic Calming will be written by Joe. Ancient Roads Committee will also do an update.</li> </ul>  |   |
| <b>Public Comment</b> | <ul style="list-style-type: none"> <li>• No citizens presented input to the SB</li> </ul>   |   |
| <b>Warrants</b>       | <ul style="list-style-type: none"> <li>• 7 warrants were presented to the Selectboard for signature.</li> </ul>   | 7 warrants were signed as presented.  |
| <b>General Budget</b> | <ul style="list-style-type: none"> <li>• Draft budget is currently at a 9% increase</li> <li>• Harry stated support for planning consistent salary increases for town employees (the current draft reflects a higher increase for the Town Administrator than other positions). He stated that if cost of living is not consistent, it becomes a merit increase. Roman stated his disagreement, stating that our Town Administrator is paid less than other Chittenden County administrators.</li> <li>• Ed B suggested having employees pay for some of their health coverage.</li> <li>• Jim stated that while universal health care is a laudable goal, a lot of people are getting cut back and we cannot continue to fully fund employee health care.</li> <li>• Harry stated support for an employee cost of living increase.</li> <li>• Ed B noted that the State is not giving raises and other businesses are not giving raises.</li> <li>• Wayne noted that salary increases for cost of living and merit increase should be separated. He also said there should be a salary range established for each position.</li> </ul> | <p>MOTION: Ed B moved to amend the budget to so that it does not reflect a 5% salary increase for town employees. Seconded by Harry</p> <p>Ed B amended his motion to be that a bonus should be provided to Town employees after evaluations in place of a cost of living increase. No second.</p> <p>Motion defeated (Ed B &amp; Jim in favor; Roman, Joe and Harry opposed).</p> <p>Harry moved that if there is a cost of living increase, it should be across the board for all employees Seconded by Joe. Motion carried (voting in favor:</p> |

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|                                  |  | Joe, Ed B, Harry, Jim; abstaining: Roman).                                  |
| <b>Articles for Town Meeting</b> | All article submissions must be in by next week. Joe stated concern about spending the \$60,000 in Article 4 for the Moody Bridge. Article 5 needs to be written in plain English. Article 8 is to be amended because the wording raises questions about what the tax rate will be. Ed W is getting clarification on this. |   |
| <b>Adjournment</b>               | The Selectboard meeting adjourned at 9:17 p.m.<br><br>Upcoming Meeting Schedule:<br>Monday January 12 – Budget work continues<br>Tuesday January 20 – Public Hearing   | Jim moved to adjourn. Seconded by Harry. No discussion. Passed unanimously. |

Date Unapproved Minutes to Town Clerk: Monday, January 19, 2009  
Date Minutes Approved by Selectboard: Monday, January 26, 2009  
Date Approved Minutes to Town Clerk: Tuesday, February 24, 2009