

Town of Huntington Selectboard (SB) Meeting

Date: Monday, March 16, 2009 – 7:00p.m.

Location: Town Office, Lower Level

Approved
Minutes

Attendance:

Board Present: Ed Booth (Chair), Jim Christiansen, Wayne Curley, Jim Hildebran, Joe Segale (Vice Chair)

Board Absent: n/a

Others Present: Clinton “Yogi” Alger (Road Foreman), Terry Boyle, Alan Brace, Liz Greenberg (Times Ink! Reporter), Melissa Hamilton, Lucinda Hill (Town Auditor & Planning Commissioner), Duncan Keir, Megs Keir, Roman Livak, Ken Pillsbury, Mack Riddic, Dan Stoddard (Town Treasurer), Ed Wildman (Town Administrator), Aaron Worthley, Rob Zimmerman

Recorder: Barbara Elliott

Topics	Discussion	Action
Call to Order	Ed B called the meeting to order at 7:00 p.m.	Selectboard agreed Dan Stoddard would sit at the table with the Selectboard during meetings in order to participate fully in budget related issues.
Selectboard (SB) Minutes: 1/19/09, 1/20/09, 1/26/09, 2/02/09, 2/16/09 , & 2/23/09	All minutes were approved; no amendments were made to any of the unapproved versions. <u>Voting abstentions:</u> Jim C and Wayne abstained from voting on all these minutes (which were before their terms began); Ed B abstained from voting on the minutes 02/23/2009.	Jim moved to accept the minutes of 01/19/2009, 01/20/2009, 01/26/2009, 02/02.2009, 02/16/2009 , and 02/23/2009. Seconded by Joe. No minutes were amended. Motion passed.
Warrants	3 warrants were presented to the Selectboard for signature.	3 warrants signed as presented.
Public Comment	Public comment was not handled as a separate agenda item; comments were accepted during individual agenda items.	
Administrator’s Report – Ed Wildman	<u>Animal Control Officer:</u> <ul style="list-style-type: none"> Former ACO Megan Currier is interested in resuming her position as ACO—having moved back into town. The Selectboard will need to decide whether to rehire her. <u>Stimulus Money:</u> <ul style="list-style-type: none"> Ed W has been in close contact with VTrans, CCMPO, and CCRPC. Phase 1 is reserved for projects that have been firmly committed and exclude any local projects. It is uncertain at this point whether additional funds will be reserved for state projects or be allocated to local projects. The status of whether efficiency projects will be part of the stimulus is still up in the air. There is no timetable at this point for Phase 2. Last Thursday, Ed W was asked by Leahy’s office to put together a project for Bridge 10 (at Main & Bean Roads) for earmarked funds. Work will cost around \$550,000. Ed W put this together over the weekend, getting the proposal off 	

Feb 16, 2009 minutes not approved or received for record. [Signature]

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	<p>to CCMPO today. Timeframe for these funds is 2010—however the wing wall could be fixed earlier with that cost then applied as part of our 20% match. Status of this proposal should be known within a few months.</p>	
<p>Sand/Salt Shed – Rob Zimmerman</p>	<ul style="list-style-type: none"> • Rob looked into a number of variables for development, design & construction as well as opportunities for cost reduction. After reviewing applicable regulations, Rob still recommends conventional frost wall construction—going down about 5’. • Lighting could be eliminated or postponed. • Bid could be put out for an 80’ x 80’ structure with a request that estimates include additional 10’ increments up to the full size. Down side: incremental pricing may increase costs. • New pricing for this year has not been released. Rob expects asphalt costs may come down. The 15% contingency could be reduced to 10%. Otherwise, his original estimates stand. • Ken Pillsbury noted that given the steep increase in the estimated cost for the project (from an original \$225,000 to the current \$450,000), we should re-think the whole project. • Rob noted that the Town has a grant for \$173,000, Town funds in the amounts of \$18,000 and \$77,000—so the short fall stands at about \$140,000. • Roman said a barrier should be included to prevent leaching. 	<p>Sub-Committee: Ed W, Yogi, Joe and Wayne will participate in a sub committee with Rob. Committee will be convened by Ed W.</p> <p>Project Opposition: Ken requested to go on record with the recommendation that the parties responsible for this ridiculous project use Conservation funds to supplement whatever other funds are available. He noted that, if in fact the claim that salt is leaching into the Huntington River is true, expending funds for this purpose falls directly in line with the intent of setting aside funds for conservation projects.</p>
<p>Road Foreman – Clinton “Yogi” Alger</p>	<p>Hinesburg Hollow Road Paving:</p> <ul style="list-style-type: none"> • Yogi got a bid price of \$116,341.50 from Pike Industries— with a total project cost of \$126,341.50. He hopes to have them do the work the 3rd week of June and to be billed after July 1st. • Rob noted that perhaps the cost of the asphalt could be rolled in with the Sand Shed in order to reduce overall costs. • Joe asked if Yogi had gotten other prices—which he had not. Joe stated that as a matter of standard procedure, he would like Yogi to present quotes for 3 bids per project. Wayne concurred, saying that any project over \$100,000 should have at least 3 quotes. • Yogi noted that after July 1, he anticipated the project cost would increase an additional \$6,000. • Wayne asked if it was essential to pave the road – and Yogi responded that if we don’t, we will have thrown away all the money we have invested in it so far—especially since it is already starting to break up. <p>Speed Sign Change & Speeding Fine: The State Police notified us that the person who was issued a ticket will have it dropped because the speed limit sign had been moved. Yogi needs to move the sign back to where it belongs.</p> <p>Paving Class: Yogi and Ed W will be attending a class on road paving.</p>	<p>Paving Quotes: Yogi will get additional quotes for the Hinesburg Hollow Road paving.</p> <p>Speed Limit Analysis: Ed W will have CCMPO come and do a speed limit analysis.</p>

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Ancient Roads	<p><u>Introduction:</u></p> <ul style="list-style-type: none"> • Joe gave an overview of where we are in the Ancient Road process. • Around 130 Ancient Roads were initially identified by the Committee. • Roads were then prioritized based on: transportation needs; recreational potential; and providing access to someplace, such as the Town forest. • An additional prioritization of 20 of these roads was made based on the number of landowners affected. The landowners impacted by these 20 roads have been identified, and the next step would be to speak with those landowners. • If landowners are totally opposed to having an ancient road remain on the town map, then the Selectboard’s intent is to throw the road up. However, if landowners are not totally opposed, the sub-committee would like to meet with them to discuss the road. • It was noted that the classification of any road can be changed by following a standard process that includes public hearings. • All Selectboard members went on official record as agreeing that landowners will have the final determining voice if the Selectboard is interested in claiming a road which they are opposed to having the Town claim. It was noted that which the landowners don’t have a legal right to be the determining factor, this is a policy the Selectboard has adopted. <p><u>Deadline summary:</u></p> <ul style="list-style-type: none"> • If an ancient road is not claimed by 2010, then it becomes an unidentified corridor. If no action is taken on it by 2015, then the road automatically becomes discontinued. <p><u>Discussion points included</u></p> <ul style="list-style-type: none"> • Legwork on the roads—including meeting with landowners should be done by a sub-committee comprised of both Selectboard and Ancient Road Committee members. • Roman recommended access to the Town forest be prioritized—which has 4 landowners. • Wayne noted that it doesn’t make sense to consider Roads 13 & 36 any further as there is clear landowner opposition and there are other roads around there. • Roman noted that Road 29 on Audubon doesn’t make sense as there are already trails around there. • Duncan asked if there is an opportunity for the Town to offer incentives to a landowner to sway their decision if a lot of people are interested in having the road claimed. He used the example of people being very interested in having a bike path to connect the lower and center villages. Wayne responded that he is not willing to put the Town in a position of prolonged litigation over a road—but he is certainly interested in having a conversation with those landowners. • Alan noted that perhaps a right of way could be put on hold 	<p><u>Determination Factor:</u> All Selectboard members went on official record as agreeing that landowners will have the final determining voice if the Selectboard is interested in claiming a road which they are opposed to having the Town claim.</p> <p><u>Sub-Committee:</u> A subcommittee to initiate conversation with the prioritized roads was established: Joe Segale, Aaron Worthley, George Mincar, Wayne Curley, Jim Christiansen, and Roman Livak.</p>

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	<p>– with agreements put in place regarding the use during a current landowner’s life. These could then be renegotiated with subsequent landowners.</p> <ul style="list-style-type: none"> • Resident attendees felt it would be beneficial to hold group meetings around specific roads – with all the impacted landowners invited to the same meeting (rather than having individual meetings with each landowner). 	
Action Items /	<p><u>Conservation Commission Appointment:</u> 2 people have expressed interest in the one available opening: Roman Livak & Laura Hill-Birmingham</p>	Tabled until the next meeting.
Budget Conversation	<p><u>General Process:</u></p> <ul style="list-style-type: none"> • The Selectboard will look at, and wants to hear from, each department and committee regarding their budgets. • A letter was drafted and signed that will be sent to each department and committee outlining the Selectboard’s request. • Formal acknowledgement has been received that Melissa Hoffman’s suit has been dropped. • A number of attendees expressed that the intent at Town meeting was—and has always been—that any items voted as separate articles or ballot items are in addition to the amount voted on in the budget approval article. <p><u>Discussion / Comments:</u></p> <ul style="list-style-type: none"> • Duncan noted that what got people upset was the extra 10% that got added to the tax rate last year; that the Selectboard has made purchases in excess of \$10,000 without going to the voters first; and that the Selectboard ignored an expressly stated limit that a purchase was not to exceed \$500,000. Selectboard members stated that they felt they had addressed this at Town meeting and that they are committed to following proper protocol and processes. • Megs stated that she is opposed to our paying the Town lawyer to make a determination regarding whether the ballot items are in addition to the budget voted on or on top of it. She said the VLCT or Secretary of State should be able to make this determination. • Ed B stated that while we will continue to use VLCT and the Secretary of State’s office, the Selectboard decided to seek counsel from the Town lawyer. <p><u>Town Clerk Budget – Dan Stoddard</u></p> <ul style="list-style-type: none"> • Dan stated that it is hard to address budget cuts without knowing what the Board intends to do regarding salaries and benefits—which is where the majority of increase and expense lies. • Heidi’s budget for the coming year was down 2% on all non-salary items. • Heidi identified potential cuts as: \$50 from supplies and \$400 from the land record line items. 	

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	<ul style="list-style-type: none"> • Duncan asked for clarification on employee raises and noted that the Town Clerk's FICA appears to be 32% when all other employees are at 7.65%. • Ed B noted that Don Sheldon will be coming to talk to the Selectboard about benefits. • Wayne clarified that the 5% reduction is a target for committees and departments and that the Selectboard is not mandating a 5% across-the-board cut. <p><u>Conservation:</u></p> <ul style="list-style-type: none"> • Alan Brace noted that perhaps the Conservation Commission's line item for \$16,000 could be reduced. It was explained that this annual amount was established by a previous vote of the Town's people, and therefore would require an additional vote in order to be changed. • It was noted again that the Sand/Salt shed is a conservation issue and could be funded by the Conservation Fund. <p><u>Town Treasurer Budget – Dan Stoddard</u></p> <ul style="list-style-type: none"> • Dan noted that \$200 less was budgeted for the Assistant—and that overall, fewer Assistant hours are used than before he and Heidi came on board. The cost has remained the same because the salary was increased to a more livable wage. Currently the Assistant works 12 hours per week. • Advertising expenses are for Times Ink warnings for taxes. • Training could be reduced by \$250. • Could cut office supplies to \$300. • Postage covers all bills and tax statements. • Travel is mostly for banking (to Richmond). • Equipment: Dan brought in his own chair from home but needs to purchase one for the office so it can go back home. • Joe asked what would happen if we cut the Assistant position—and whether it would mean that there would be a reduction in office hours. He also asked what would be saved by closing the office one day a week. • Dan noted that although he and Heidi are paid as though they work 20 hours/week, in fact they each work considerably more hours. • Dan noted that he recoups \$7,000 of his budget back from the school. Heidi gets even more than that - \$14,900 from the school, fees, use of vault, etc. • In addition to his Treasurer responsibilities, Dan is also the IT person. <p><u>Duncan Keir – 5 % Proposed Budget Reductions</u></p> <ul style="list-style-type: none"> • As he had said he would do during the last meeting, Duncan put together a set of proposed budget reductions which he distributed to Selectboard members—reflecting a 5% reduction. • Duncan stated that if the Selectboard has specific questions, they can contact him and he is willing to attend future meetings upon request. 	

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	<ul style="list-style-type: none"> • He noted the cash cow is the Highway department—with opportunities in salt and gravel reductions. • Duncan also asked if comments about reductions made by Selectboard members indicated that they felt cuts need to be made in such a way as to ensure that they are felt by or directly impact Town's people—such as the reduction in office hours. 	
Adjournment	<p>The Selectboard meeting adjourned at 9:11 p.m.</p> <p><u>Agenda Items for April 6th</u></p> <ul style="list-style-type: none"> • Huntington Conservation Commission • Town Administrator's Budget • Fire Department's Budget • Highway Department's Budget 	<p>Jim H moved to adjourn. Seconded by Wayne. No discussion. Passed unanimously.</p>

Date Unapproved Minutes to Town Clerk: Sunday, March 22, 2009
Date Minutes Approved by Selectboard: Monday, April 06, 2009
Date Approved Minutes to Town Clerk: Sunday, April 12, 2009