

*Received for Record
May 3, 2010
Town Clerk*

Town of Huntington Selectboard (SB) Meeting

Date: Monday, February 15, 2010 – 7:00p.m.

Location: Town Office, Lower Level

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

Others Present: Clinton “Yogi” Alger (Road Foreman), Liz Greenberg (Times Ink! Reporter), Lucinda Hill (Town Auditor), Claire Leonard (CCRPC), Everett Marshall (Planning Commission Chair), Julie Potter (CCRPC), Mack Riddick (Mayo Road), Ed Wildman (Town Administrator)

Recorder: Barbara Elliott

Topics	Discussion	Action
Call to Order	Ed Booth called the meeting to order at 7:05 p.m.	
Warrants	5 warrants signed as presented	
Road Foreman – Yogi Alger	<p>Compensation for Winter Work: Yogi asked to be compensated for the extra hours he works on weekends. Prior to the meeting, Ed B sent an via email to the Selectboard with recommendations on how other towns compensate salaried employees for overtime.</p> <p><u>Overtime Options</u></p> <ol style="list-style-type: none"> 1. Not to do anything 2. Offer comp time 3. Pay for weekend hours only. (So far – as of end of January it’s been 40 hours of weekend work) <ul style="list-style-type: none"> • It was noted that whatever policy is put in place would be for this year only – and would need to be revisited next year. • Wayne recommended the whole compensation policy be revisited in June and that it be addressed for all employees. • Jim H noted that it might be called a bonus rather than compensation. Ed B noted that we need to clarify what “salaried employee” means. <p>Employee Plow Truck Readiness: Wayne asked if Roger has been getting time on the big trucks. Yogi said he has not yet had time on them, but he is hoping to have Roger on them soon. Roger has his CDL permit, but Yogi thought it would probably be next winter before Roger is able to drive one of the trucks. The permit is good for 3 more months. Wayne recommended Roger get experience this winter, as he needs to be plow truck capable by next winter.</p>	<p>MOTION - Road Foreman Overtime Compensation: Joe moved to compensate Yogi for weekend overtime hours retroactive to October 1, 2009 through April 15, 2010 but not to exceed 20 hours per month. Seconded by Jim H.</p> <p>AMENDMENT TO THE MOTION: Joe moved to amend his motion to read “to compensate Yogi for overtime, not to exceed a total of 80 hours, for overtime hours between October 1, 2009 and April 30, 2010. Amendment seconded by Jim H. Amendment passed unanimously.</p> <p>Amended motion passed unanimously.</p>
Planning	Flood Insurance Ordinance	Action Items:

Topics	Discussion	Action
<p>Commission – Everett Marshall</p>	<p>The Town must have an updated Flood Insurance Ordinance. New digital Flood insurance maps have been produced by FEMA and there are new federal regulations we must meet.</p> <p>Timelines: The State had hoped we would update the ordinance by Town Meeting – but we will not make that date. Once the Selectboard receives the ordinance from the Planning Commission the Selectboard must hold at least one public hearing. The Planning Commission anticipates completing work in the March/April timeframe and to have a document to the Selectboard by the end of May. After the Selectboard holds the hearing, they must either adopt an ordinance or hold a Town vote.</p> <p>Discussion:</p> <ul style="list-style-type: none"> • Everett noted that the Planning Commission will consider the fluvial river management and erosion zone in a subsequent process. • Joe requested the Planning Commission expedite their timeframe in order to get the ordinance to the Selectboard by mid-April at the latest. He noted it would behoove us to go in the direction of having the minimum requirements included. • Jim C requested the Planning Commission communicate their progress and proposed changes to the existing document throughout the rest of their process rather than waiting to forward information. • Jim H cautioned that having 10-20 people speak in support of the minimum standards doesn't necessarily mean that represents "best practices" or the best way to go. Those who speak the loudest may or may not be endorsing what is in the best interests of the town. • There are insurance implications for people who are now included who were not previously included in the area. 	<ol style="list-style-type: none"> 1. Everett will send the Selectboard the definitive timeline for the Flood Insurance Ordinance process. 2. Everett will research whether the Selectboard can adopt an interim ordinance. 3. Everett will define in an email to the Selectboard why it would be more work for the State if we simply adopt the State's minimum standards. 4. Everett will send links to the basic information on the minimum standards to the Selectboard. 5. Everett will provide a synopsis of the regulations to the Selectboard 6. Everett will provide the number of people who will be directly impacted by the proposed changes..
<p>CCRPC – Julie Potter & Claire Leonard</p>	<p><i>CCRPC = Chittenden County Regional Planning Commission</i></p> <p>All Hazards Mitigation Plan</p> <ul style="list-style-type: none"> • The Town has been presented with the draft document titled "Town of Huntington, Vermont All-Hazards Mitigation Plan, Annex 8, to the Chittenden County Multi-Jurisdictional All-Hazards Mitigation Plan" prepared by The CCRP and the Town of Huntington. • This is one tool in the emergency planning 	<p>Action Items:</p> <ul style="list-style-type: none"> • Comments are to be sent this week to: jpotter@ccrpcvt.org • Julie will send out a revised document and the Selectboard will do a final review at the next meeting. • Everett will bring the

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	<p>toolbox and is intended to identify steps to either prevent a hazard from happening or to lessen the impact of a hazard occurrence.</p> <ul style="list-style-type: none"> • If a community doesn't have a plan in place, they can still get funds from FEMA. However, having a plan in place that the community has adopted and that FEMA has approved gives the town an opportunity to apply for pre-disaster mitigation funds (for which otherwise they would be ineligible). • The current plan was done in 2005 and expires in May as part of the State-imposed ongoing 5-year update cycle. • The Vermont Emergency Management group must also review our plan. • Jane & Claire noted they would like to submit a Town-approved plan to FEMA for their approval. A resolution from the Selectboard is sufficient (the process doesn't require public hearings, etc.). • Risks targeted for Huntington are: severe winter storms, flooding, fluvial erosion, power loss, economic recession, telecommunications failure, epidemics. • Jim H suggested landslides be added to the list – these could fall under the erosion category. • Joe noted that high winds may deserve more attention in light of recent microbursts and increased tree uprooting. • Examples of what might be able to be done for these types of hazards is that, for example, realtors in Underhill have to disclose high winds hazards on certain roads. Another example is that a town may need to pay more attention to trimming trees or provide education about the risk of having trees too close to houses. • Technological Hazards: power loss; telecommunications; major transportation incident (eg: bridges – and resulting difficulties in getting kids to school, emergency vehicle access, etc.) • Societal Hazards: epidemic; economic recession • Jim H noted that major transportation should be stressed. • Wayne suggested including a recommendation for another offline generator which would allow the school to be a part of the emergency shelter system. The Town has been proactive about identifying shelters – but there is a need for another generator. • Wayne noted that this is a really rich document. He found no significant misses. It's an 	<p>document to the Planning Commission for review and input.</p> <ul style="list-style-type: none"> • Wayne recommended the Selectboard hold an annual, facilitated meeting with all heads of Town departments, committees, and commissions to talk about Town-wide issues (such as the All Hazards Mitigation Plan) and each group's upcoming annual action plan.

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	important planning tool and articulates a lot of things that we need to think about.	
Town Administrator – Ed Wildman	<p>Payroll/Accounts Payable Clerk: Have received 5-6 applications/resumes; no one has jumped out as yet (some are not qualified). Hoping for additional applications. Will be working on written procedures. Screening will be done by Dan.</p> <p>Bridge 10 Financing: still pending.</p> <p>Annual Reports: Chittenden East copies have been mailed out. Ed W distributed copies of the Annual Report – deadline for submitting corrections is tomorrow morning. Archival copies will be available February 25th</p>	
Action Items	<p>Appraiser RFP – Listers Selectboard discussed a number of amendments to the document – those included in the <u>amended motion</u> are:</p> <ol style="list-style-type: none"> 1. Add to paragraph regarding cost: “Cost will be an important consideration in selection, however the Town of Huntington reserves the right to award a contract which is deemed to offer the best overall value to the Town and that meets the purpose of the contract as stated in the RFP.” 2. Add to paragraph about how the pay will be handled: “Equal monthly payments over the life of the contract.” <p>Appointment Policy Amendments proposed to the policy as part of the <u>amended motion</u> include:</p> <ol style="list-style-type: none"> 1. Add “vacant position” including expiring terms into section 1. a 2. The Town Administrator will monitor the term limits and contact various chairs when openings happen. 3. As part of the organizational meeting, the Selectboard will review the appointment policy and advertise any openings. 4. Add to Section 2 a i. “relevant” 5. Change wording of 2 stores to “local stores”. <p>Request to schedule hearing to discontinue abandoned Town road between Mayo and Pond Roads.</p> <ul style="list-style-type: none"> • Joe noted that there were some loose ends from the mass discontinuance that needed to be addressed. In accordance with the “normal 	<p>MOTION – Appraiser RFP: Wayne moved to approve the Appraiser RFP and to release it for bid. 2nd by Jim C.</p> <p>AMENDMENT TO THE MOTION: Joe moved to add amendments as noted regarding the right to award based on overall value and how the payments will be handled. Seconded by Jim H. Amendment passed unanimously. Amended motion passed unanimously.</p> <p>MOTION – Appointment Policy: Wayne moved to approve as amended the appointment process. Seconded by Jim H. Passed unanimously.</p> <p>MOTION – Discontinuance of abandoned Town Road between Mayo and Pond Roads: Joe moved to hold a public hearing on April 5th (as part of the first regularly scheduled Selectboard meeting following Town Meeting), with an on-site visit to be held at 6:00pm at Mack Riddick’s house on Mayo Road. Seconded by Wayne. Passed unanimously.</p> <p>MOTION – Flood Damage</p>

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	<p>procedure” to discontinue a town highway, the Selectboard would have to hold a public hearing to discontinue a road. This could be held as part of a regular Selectboard meeting. It requires a 30-notice be sent to affected neighbors and would need to be posted in the local store(s). The Selectboard would need to hold a site visit. Joe proposed that the site visit could be held at 5:30 or 6:00 just prior to the Selectboard meeting.</p> <ul style="list-style-type: none"> • Jim C requested that the minutes specifically reflect that the intent of the Selectboard’s previous vote on the discontinuance of all of the Town’s ancient roads was to include all “ancient roads”: those that are identifiable as well as those that are not identifiable. • Mack Riddick noted that while she feels this was the intent of what the Selectboard did, she still feels the road on her property is an open issue and is uncomfortable with the current ambiguity. <p>Flood Damage Complaint Mark Cavic requested compensation for flood damage. Joe noted there should be some a release of liability to establish closure on this issue once settlement has been reached.</p>	<p>Compensation: Wayne moved to send the bill submitted by Mark Cavic (in a letter dated February 3, 2010) to the Town’s insurance company. Seconded by Jim H. Passed unanimously.</p> <p>Budget Letter Signatures Letter to the different boards and commissions in Town thanking them for their work during the budget process.</p> <p>MOTION - Conservation Commission Appointment: Wayne moved to appoint Laura Hill Bermingham to the Conservation Commission. Passed unanimously.</p>
Executive Session		<p>MOTION – for Executive Session: Jim H moved to go into executive session at 9:10 pm for the purpose of discussing the Le Brun Appeal. Seconded by Wayne. Passed unanimously.</p>
Le Brun Appeal		<p>MOTION – Le Brun appeal: Jim H moved to adopt the settlement for the Le Brun appeal. Seconded by Jim C. Passed unanimously.</p>
Adjournment	The Selectboard meeting adjourned at 9:16 p.m.	<p>MOTION – Adjournment: Jim C moved to adjourn at 9:16 pm. Seconded by Wayne. Passed unanimously.</p>

Date Unapproved Minutes to Town Clerk: Sunday February 28, 2010
Date Minutes Approved by Selectboard: Monday, March 15, 2010
Date Approved Minutes to Town Clerk: Friday, April 30, 2010