

Town of Huntington Selectboard (SB) Meeting

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

Location: Town Office, Lower Level

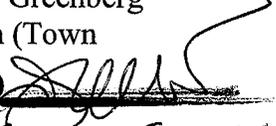
Attending:

Board Members: Dori Barton, Ed Booth (Chair), Wayne Curley, Joe Segale

Absent: Jim Christiansen (Vice Chair)

Others Present: Tom Bailey, Cathleen Gent (Zoning Administrator), Liz Greenberg (Times Ink! Reporter), Wally Jenkins, Heidi Racht (Town Clerk), Ed Wildman (Town Administrator)

Recorder: Barbara Elliott

RECEIVED 
DATE May 3, 2010

Topics	Discussion	Action
Call to Order	Heidi Racht, Town Clerk called the meeting to order at 7:07	
Oaths of Office	Selectboard members present executed their oaths of office.	
Elections & Designation of Regular Meetings	<p>Heidi requested nominations for the slate of candidates for the positions of Selectboard Chair, Vice-Chair and Clerk.</p> <p>Selectboard members signed the resolutions for the Chair and Vice Chair positions and the appointment of the Selectboard Clerk.</p> <p>Selectboard determined to hold the regularly scheduled Selectboard meetings on the 1st & 3rd Mondays of each month at 7:00 pm at the Town Office, Lower Level.</p>	<p>Motion – Elections:</p> <ul style="list-style-type: none"> ✓ Joe nominated Ed Booth as Chair. Seconded by Dori. ✓ Ed B. nominated Jim Christiansen as Vice-Chair. Seconded by Joe. ✓ Wayne moved to appoint Barbara as Clerk. Seconded by Ed B. <p>Slate of candidates was passed unanimously with 4 members present and voting.</p>
Organizational Meeting turned over to Ed Booth	<p>Organizational Meeting:</p> <ol style="list-style-type: none"> 1. Adopt Rules of Procedure: 2. Conflict of Interest Policy <p>Selectboard members signed the Conflict of Interest Policy – Town of Huntington</p>	<p>Motion – Rules of Procedure:</p> <p>Joe moved to adopt the Town of Huntington Rules of Procedure. Seconded by Wayne. Passed unanimously.</p>
Operational Issues	<p>Meeting Agenda Protocol:</p> <ul style="list-style-type: none"> ✓ Ed W will send draft agendas to the full Selectboard on Thursdays prior to the meeting for comments/input and the revised agenda will be published on Friday. ✓ While materials will be emailed/sent to Selectboard members as they become available, a full consolidated packet of agenda support materials will be emailed to Selectboard members on the Friday prior to each meeting. 	<p>Signatory Approval</p> <p>Selectboard members agreed to grant the Chair and Vice Chair special warrant signatory authority between regularly scheduled meetings as necessary. As these instances occur, the signee will so indicate at the next regularly scheduled meeting.</p>

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	<ul style="list-style-type: none"> ✓ Ed W will learn how to post agendas on the website so he can upload them by close of business on the Friday prior to the scheduled meeting. 	Signed by all members present.
<p>Anticipated Work Plan Items</p>	<p><u>Major Issues / Actions Anticipated - Work Plan:</u></p> <ul style="list-style-type: none"> ✓ <u>Sand shed</u> (Joe is taking the lead on this) ✓ <u>Bridge Projects</u> (Moody, Carse, Bridge 10) ✓ <u>Structures Grants:</u> paving cap is \$175,000, targeted for East Street; Town match is 20% (\$35,000). Town labor can count toward match requirement. Steve Jerome (VT Local Roads) noted having a maintenance procedure/plan is critical. Yogi was to meet with John Scott today ✓ <u>Moody/Carse</u> – no schedule in mind yet with Parent Construction. Question about what the weight limit will be for the new Moody Bridge. Currently it is 16,000 lbs. Need to understand the full design of both bridges before we get too far down the road. Question was raised about what the specs for the bridges are. Recommended we pass the specs by our VTRANS contact for review/advice. (We are in VTRANS District 5.) Also check on rails for Moody re: painting versus not-painted. ✓ <u>Update Flood Hazard Regulations</u> Everett Marshall sent out background information. Deadline is in September. Selectboard needs to decide if this will be opened to a Town vote at the November primary and needs to look into whether an interim plan can be adopted. Requested a calendar from the Planning Commission (through Tom Bailey who was in attendance). ✓ <u>Skateboard Park</u> – will be coming in to the meeting to discuss this with the Selectboard ✓ <u>Revised Personnel Policy</u> ✓ <u>Bridge 8 / Main Road Scoping Results</u> (Sheldrake Bridge) - the engineering firm is behind schedule on this and owes the Selectboard a summary of their recommendations /notes from the last meeting ✓ <u>Bridges 30 & 32</u> (# 32 last rebuilt in 1989) on Camels Hump Road need to be addressed – either need to be shored up or replaced ✓ <u>Bridge 10 (Bean Road)</u> is tied to the Leahy funds that we expect to hear about in December ✓ Need to look at <u>drainage easements</u> across private property – need to determine what our responsibilities are and assess what work has to be done to prevent drainage problems. There are 3-4 key areas that need to be evaluated. Mark 	

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	<p>Cavic has put a claim in to the Town for the problems with drainage on his property. One question is whether we can do any kind of blanket easements or statements. Some residents are looking for a commitment from the Town on what the protocol is for Town maintenance procedures. Need to research what other towns are doing. Ed W will check with VLCT, MPO, Local Roads, and other Towns to see how other municipalities are dealing with this.</p> <ul style="list-style-type: none"> ✓ <u>Town Office Building</u> – need to evaluate the structure (where are we going to be located in 5 years?); Brett Hamilton is going to get back to us regarding air quality in the building. Is this the building to put a lot of money into to be functional or do we need to investigate other alternatives? Wayne and Dori will take this project on to help move it forward. ✓ <u>Road Discontinuance</u> – Need minutes from the hearing and the Selectboard meeting to accompany the forms that must be submitted to the State. Also need to address the Riddick’s road (certified letters have been sent out to the neighbors). ✓ <u>Roads</u> – Inventory of culverts & signs will be completed before the summer. Also need guard rail inventory. Hoping that the new Tree Warden can give insight into what needs to be addressed. ✓ <u>Parking Ordinance</u> – Section 4 states that signs would be put up, and these have not been put up yet. ✓ <u>Fabric work</u> – needs to get on the capital plan (not for this year) – Jim is working on this ✓ <u>Traffic Study</u> – need to decide whether we are following through on any of this and if so, we need to update the ordinance. ✓ <u>Flesh out the Noise Ordinance for implementation procedures</u> – if someone makes a complaint we need to determine how we will proceed with any mediation, etc. One idea is to have a mediation team (of residents, outsiders, Selectboard, etc.) Wayne has this on his radar. ✓ <u>Personnel Policy Compensation Issues</u> – this needs to be finalized before July 1st. Wayne, Jim C, and Dori will take lead on this. ✓ <u>Paid Clerks</u> 	
Appointments	<p><u>Slate of candidates for open positions/appointments:</u> Tree Warden – Nate Sands Town Officer – Heidi Racht Town Hall Committee – Terry Boyle & Aaron</p>	<p>Motion - Appointments Wayne moved to appoint the slate of appointments: Nate Sands as Tree Warden; Heidi</p>

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	<p>Worthley</p> <p>The Selectboard decided that the optional appointments of Fence Viewers, Pound Keeper, Inspectors of Lumber, Singles & Wood and Weighers of Coal would be waived.</p>	<p>Racht as Town Officer; Terry Boyle & Aaron Worthley as Town Hall Committee members. Seconded by Joe. Passed unanimously with Dori abstaining from the Town Hall Committee portion.</p>
<p>Approval of Minutes</p>		<p>Motion – Approval of Minutes: Joe moved to approve the minutes of January 25, 2010, February 01, 2010 and February 15, 2010 as presented. 2nd by Wayne. Passed with one abstention (Dori).</p>
<p>Warrants</p>	<ul style="list-style-type: none"> ✓ Ed spoke with Yogi about the Keurig coffee pot and explained to him that all purchases require receipts. ✓ Wayne noted that he is not on for having the Town pay for the coffee pot. ✓ Dori noted that this raises questions about the discretionary use of a budget and what the purchasing policy / process is for the Town. ✓ Wayne noted we should flesh out the process for non-essential purchasing. 	<p>Warrant Approvals Selectboard signed 5 warrants as presented – with the Keurig coffee pot remaining an open item.</p>
<p>Public Comment</p>	<p>Tom Bailey:</p> <ul style="list-style-type: none"> ✓ Planning Commission will be developing their annual Work Plan. Would like to see more coordination between the Commission and the Selectboard. In terms of planning – some issues currently addressed by the Selectboard could perhaps be diverted to the Planning Commission. ✓ Noise Ordinance – feels it is abysmal and un-enforceable, citing Section 516 of the Zoning Ordinance. Zoning Administrator Cathleen Gent stated that she does not feel this is in conflict as the Zoning Ordinance relates to the use and does not deal with most of the scenarios that were raised/addressed by the Noise Ordinance. Tom raised questions about how we would implement the ordinance based on areas where he feels the ordinance is vague and un-implementable. <p>Wally Jenkins –</p> <ul style="list-style-type: none"> ✓ Town Meeting - Thanked the Selectboard for agreeing to warn the 5% reduction for the 	

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	<p>Conservation Fund and for not changing that amount. He also thanked the Selectboard for agreeing to warn the Yankee resolution.</p> <ul style="list-style-type: none"> ✓ Conservation Commission Clerk Position – Wally stated that he believes there was miscommunication regarding the fact that the Conservation Commission was not funded for the Clerk position. The Commission had not been notified that the Clerk position was eliminated and their first notification of that cut was reading the Town Report. The Commission recommended a 10% cut and the Clerk position was then cut on top of that amount. This ends up being a 34% reduction. The position was approximately \$700/year. He noted that it is also confusing that in the past they had wanted the conservation fund to be separated out from the operating funds. In the future, they would like to be notified and have the opportunity to juggle their budget and discuss cuts with the Selectboard. People on the Commission were discouraged and not happy about this. Wally noted possible solutions: 1) fire Laura; 2) submit vouchers and go over budget (Selectboard noted that this is not an option); 3) take the funds out of somewhere else (Selectboard agreed with this option—funds could come from the Purchased Services line item). ✓ Wayne noted that some clerks are volunteers and that funding for the Planning Commission clerk was reduced this year. ✓ The Selectboard will add talking about the issue of paid clerks to the work plan (E.G.: the zoning clerk has been paid much less than the Planning Commission clerk). 	
<p>Zoning Administrator – Cathleen Gent</p>	<p>Zoning Violation Appeal - Goodrich / Harriman: Cathleen reported on the status of the Rolinda Goodrich/ Gregory Harriman 1553 Camels Hump Road appeal. The property is a small, nonconforming lot with a mobile home. There have been substantial additions and construction within the setbacks as well as ongoing neighbor issues with respect to dogs; property lines, and other issues. For the past year, Cathleen had been investigating this, including getting site plans. There are a number of new structures that violate the front setback. On February 16th an original notice was sent out to one of the addresses and a 2nd notice was sent on March 2nd to both addresses (Goodrich and Harriman). Rolinda has indicated that she wants to appeal, however she has not actually submitted an appeal as</p>	

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	<p>of this time. Gregory has stated that he has had no role in creating the violations and feels he should not be included in the notice of violation. Cathleen has been exploring this with our Town Attorney, Jim Carroll. It was noted that the Zoning Board of Adjustment (ZBA) is where the zoning violations belong. Timeline will commence when the application and check is submitted; then the hearing will be scheduled. Town has paid for the partial site plan. Fines are \$100/day which kick in after the ZBA determination.</p> <p>Zoning Noise Violation - Huntington Woods: The Zoning Noise violation has not been pursued since it was first warned in the Fall. Jim Carroll didn't feel this was in line with the regulations, and didn't think the Zoning Ordinance was applicable in this instance. Thus, action is no longer being pursued. Cathleen noted that the actual Noise Ordinance would be more applicable in this instance.</p>	
Miscellaneous Notes	<p>Dori asked if the Selectboard reviews at the end of each meeting what the agenda items are for the next meeting.</p> <p>Grant application is due at the end of the week.</p>	
Adjournment	The Selectboard meeting adjourned at 9:19 p.m.	<p>MOTION – Adjournment: ✓ Wayne moved to adjourn at pm. Seconded by Joe. Passed unanimously.</p>

Date Unapproved Minutes to Town Clerk: Sunday, March 28, 2010
Date Minutes Approved by Selectboard: Monday, April 5, 2010
Date Approved Minutes to Town Clerk: Thursday, April 29, 2010