

**Town of Huntington Selectboard (SB) Meeting**  
**Date: Monday, June 21, 2010 – 7:00p.m.**  
**Location: Town Office, Lower Level**

**Unapproved  
Minutes**

**Attending:**

Board Members:

Dori Barton, Ed Booth (Chair), Jim Christiansen (Vice Chair), Wayne Curley, Joe Segal  
Others Present: Linda Ruscitto (ZBA Clerk), Harvey Schugar (Shaker Mountain Road), Ed Wildman  
(Town Administrator). See separate sign in sheet for 30+ names of attendees for the  
public comment section.

Recorder:

Barbara Elliott

Topics	Discussion	Action
<b>Call to Order</b>	<ul style="list-style-type: none"> <li>Meeting was called to order at 7:00 pm.</li> </ul>	
<b>Correction / Approval of Minutes from 05/17</b>	<ul style="list-style-type: none"> <li>Other than a couple of typos submitted by Dori prior to tonight's meeting, no changes were made to the unapproved version of the minutes.</li> </ul>	<p><b><u>MOTION –Minutes Approval:</u></b></p> <ul style="list-style-type: none"> <li>Dori moved to accept the minutes of 05/17/10. Seconded by Wayne. Passed unanimously</li> </ul>
<b>Warrants</b>	<ul style="list-style-type: none"> <li>5 warrants were presented.</li> </ul>	<p><b><u>SIGNATURES – Warrants:</u></b></p> <ul style="list-style-type: none"> <li>5 warrants signed as presented.</li> </ul>
<b>Public Comment</b>	<p><b><u>Sunrise Drive Request</u></b></p> <ul style="list-style-type: none"> <li>Harvey Schugar from Sunrise Drive attended on behalf of his neighborhood association to request Town assistance for spraying chloride. They will pay for the solution and the Selectboard agreed that the road crew can apply it.</li> </ul> <p><b><u>Appointment of Planning Commission Members</u></b> There are currently 3 vacancies on the Planning Commission. A group of 40+ residents were in attendance.</p> <ul style="list-style-type: none"> <li>Brett Lindemuth spoke on behalf of a group of residents advocating a minimum of 2 members be appointed who represent the interests of residents who own property along the Huntington River. In light of the Commission's upcoming role vis-à-vis the flood regulations they would like to see the Town adopt the minimum regulations required by federal guidelines.</li> <li>Names put forth, in priority order, were Charlotte Barrowman (who owns property along the river), Rosemarie LaCoursiere and Brett Lindemuth.</li> <li>Brett noted each candidate would take on the full scope of responsibilities of the Commission—not restricting their participation or work to flood regulation or erosion issues.</li> <li>It was further noted that the group is not against conservation but want to make sure the entire town shares in the burden of conserving land.</li> <li>Teddy Brace spoke on behalf of minimum regulation.</li> <li>Heidi Weston asked the Selectboard to be mindful of 1) transparency; 2) diversity (noting that of the 200 property owners along the river, Charlotte would be the singular member of the commission representing this part of the</li> </ul>	

Topics	Discussion	Action
	<p>Town); and 3) caution regarding conflict of interest (noting Everett Marshall and Heather Pembroke are both employed by the Department of Natural Resources). Heidi further noted that Rosemarie would represent the financial community and has policy planning experience; and that Brett is a great community organizer who connects with residents across the spectrum of interests and persuasions.</p> <p><b><u>Potential Land Acquisition Opportunity</u></b></p> <ul style="list-style-type: none"> <li>• Heidi Racht wanted to let the Selectboard to know that due to a recent death property may become available for purchase that connects the Lower Village and Huntington Center. This might be an opportunity to consider for relocating the Town Hall or other Town purposes.</li> </ul>	
<p><b>Road Foreman</b></p>	<p><b><u>Chloride of Sunrise Drive</u></b></p> <ul style="list-style-type: none"> <li>• Yogi noted it would take the crew about 5 minutes to spray Sunrise Drive, which could be done when they are out spraying Town roads. It will take about 300 gallons of chloride which would be purchased by the residents. Wayne asked if there was concern about setting a precedent by doing this and whether there could be any insurance issues/implications. Yogi advocated addressing requests on a case by case basis. Joe noted that there could be liability issues (such as a collapsed culvert) and recommended a waiver be signed to protect the Town.</li> </ul> <p><b><u>Status of Moody &amp; Carse Bridges</u></b></p> <ul style="list-style-type: none"> <li>• Plans to open Moody Bridge on Friday afternoon or Monday morning and then start on Carse Bridge work.</li> <li>• Yogi has completed ditching work on Moody and will do some additional grading and chloride spraying.</li> <li>• Yogi reiterated that he hates both the angle and narrowness of the new Moody Bridge – however he is very pleased with the quality of the work.</li> </ul> <p><b><u>Road Shoulder Work – Main Road</u></b></p> <ul style="list-style-type: none"> <li>• Work has been done up by Sherman Hollow and down by Herbie Sheldrake’s. Wayne asked if Yogi had gotten asphalt as compensation for the poor quality work done on Hinesburg Hollow (per the letter on file referencing the contractor would be expected to compensate the Town).</li> </ul> <p><b><u>Hauling</u></b></p> <ul style="list-style-type: none"> <li>• Wayne asked about the fill Jeff Palin was hauling. Yogi gave him the fill in exchange for cleaning it up. Yogi noted with the regulations in place, it’s getting harder to find places to get rid of fill. Ed W has a special waiver that Yogi needs to have folks who get fill from the Town sign.</li> <li>• Joe recommended fill availability be announced Town-wide so more people know about the opportunities. Upcoming locations could be announced on Front Porch Forum to help</li> </ul>	<p><b><u>ACTION ITEMS: Sunrise Drive</u></b></p> <ul style="list-style-type: none"> <li>• Yogi will contact Harvey Schugar regarding the waiver.</li> <li>• Ed W will draw up a waiver for the residents to sign.</li> <li>• Work will not commence until the waiver has been signed.</li> </ul> <p><b><u>ACTION ITEM: Asphalt Work</u></b></p> <ul style="list-style-type: none"> <li>• Ed W will get a copy of the letter that had been written from the Selectboard to the Hinesburg Hollow contractor for Yogi’s review.</li> </ul> <p><b><u>ACTION ITEM: Line Striping</u></b></p> <ul style="list-style-type: none"> <li>• Selectboard requested Yogi address the crosswalks and line striping in the Lower Village.</li> </ul>

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	<p>find dump sites near where Yogi is doing ditching work. Yogi will need to coordinate this with Kathleen Gent, and Dori recommended checking with the Town Attorney.</p> <p><b><u>Signs</u></b></p> <ul style="list-style-type: none"> <li>• Bridge closed sign will be moved from Moody to Carse.</li> </ul> <p><b><u>Other</u></b></p> <ul style="list-style-type: none"> <li>• Wayne requested a recommendation from Yogi on Sheldrake Bridge based on the scoping reports.</li> <li>• Yogi turned in the annual evaluations for his crew.</li> <li>• Yogi said it's been really helpful having Lucinda work with him on the computer</li> </ul>	
<p><b>Town Administrator</b></p>	<p><b><u>Energy Grant Status</u></b></p> <ul style="list-style-type: none"> <li>• Federal approval is behind schedule: 90% were expected to be out by now, but we haven't seen ours. There are about 300 grants to be processed. The Town received grant award notification but we haven't seen the official agreement.</li> </ul> <p><b><u>CCMPO Retreat</u></b></p> <ul style="list-style-type: none"> <li>• Ed W attended.</li> </ul> <p><b><u>Federal Traffic Sign Retro-reflectivity Requirements</u></b></p> <ul style="list-style-type: none"> <li>• Requirements are in place for any new signage to make sure they reflect light properly, are the right size, etc. Need to have a plan in place for sign replacement by 2012. Uncertain if there will be grant money to assist with the retrofitting.</li> </ul>	
<p><b>Review Items</b></p>	<p><b><u>Increasing Zoning Permit Fees – Linda Ruscitto (Zoning Board of Adjustment (ZBA) Clerk</u></b></p> <ul style="list-style-type: none"> <li>• ZBA would like to increase conditional use and variance application fees from \$125 to \$150. Burlington Free Press warning charges have more than doubled; postage has increased. Low estimate is \$90/notice in the paper; \$8 postage cost per hearing; 5-6 hours staff time @ \$12.50/hour. Goal is to have the department funded by the fees charged. It was noted that there is no fee charged for an appeal of the Zoning Administrator's decision to the ZBA.</li> </ul> <p><b><u>Scoping Reports on Bridges 8 &amp; 10</u></b></p> <ul style="list-style-type: none"> <li>• Ed W talked to Tim Parent on realignment of Bridge 8. It would be tricky to tweak the angle.</li> <li>• The difference between patching and building new is a 15 versus 50 year life span.</li> <li>• Bridge 10 (Bean Road): we have a \$175,000 VTRANS structures grant coming and have budgeted an additional \$50,000 for this work. The structures grant is good for 2 years. There is still the possibility of additional funds from the Leahy earmark.</li> <li>• Bridge 10 must have wing wall work completed this year.</li> </ul>	<p><b><u>MOTION – ZBA Fees:</u></b></p> <ul style="list-style-type: none"> <li>• Joe moved to increase the fee charged by the Zoning Board of Adjustment for conditional use/variance applications to \$175. Seconded by Jim. Passed unanimously.</li> </ul> <p><b><u>ACTION ITEM – Research</u></b></p> <ul style="list-style-type: none"> <li>• Linda will research what other towns charge for zoning fees and site plans in time for budget planning.</li> </ul> <p><b><u>MOTION - Bridge 8:</u></b></p> <ul style="list-style-type: none"> <li>• Wayne moved to support Option 4 (which includes new abutments) as the preferred alternative for Bridge 8. Seconded by Jim. Passed unanimously.</li> </ul>

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	<p><b><u>Capital Budget</u></b></p> <ul style="list-style-type: none"> <li>• Jim &amp; Ed B met and reviewed the list from 2008. They will come back with a presentation of a draft for discussion. Much of the work on the original list has been completed. Wayne asked them to consider modifications such as not including line striping in the Capital Plan while Joe felt it is appropriate for inclusion.</li> </ul> <p><b><u>Personnel Policy</u></b></p> <ul style="list-style-type: none"> <li>• Ed B would like to have a communication with the Town Clerk &amp; Town Treasurer before the next meeting. Others, however, felt the Board needs to have an in-depth discussion to address questions and comments before meeting with the Clerk &amp; Treasurer.</li> </ul> <p><b><u>Town Office Project</u></b></p> <ul style="list-style-type: none"> <li>• Waiting for test results from work Brett Hamilton coordinated. Brett discovered that the heat exchanger had not been connected correctly and that both bathroom fans needed to be closed off.</li> <li>• Have not heard back about our Preservation Trust of Vermont grant application.</li> </ul> <p><b><u>Employee Evaluations</u></b></p> <ul style="list-style-type: none"> <li>• Process in the past has been that each Selectboard member reads the jobs descriptions, reviews the previous year's evaluation, and then completes a new evaluation for the Road Foreman and the Town Administrator individually. The Board then comes together to review, discuss and compile one form for each employee. This meeting will be done on July 12. Jim C will submit his drafts to Ed B as he will not be able to attend the meeting.</li> </ul> <p><b><u>Better Back Roads – Gravel Roads</u></b></p> <ul style="list-style-type: none"> <li>• Ed B arranged an appointment with the Better Back Roads group to discuss the assessment process on June 28<sup>th</sup> at 9:00am. (What are we doing well / right? What could we be doing differently / better?) All Selectboard members, Yogi and Ed W are invited.</li> </ul>	<p><b><u>ACTION ITEM: Personnel Policy Discussion</u></b></p> <ul style="list-style-type: none"> <li>• Board will meet at 6:00 on July 12 to discuss the personnel policy.</li> </ul>
<p><b>Action Items</b></p>	<p><b><u>Purchasing Policy</u></b></p> <ul style="list-style-type: none"> <li>• Dori reported that she had heard from Ann Dannenberg and the Library Trustees that they did not get a copy for review. Ann has now submitted comments and the Library Board would also like to review the policy to make sure it works within the Library governance laws. They will have comments following their June 29th meeting.</li> </ul> <p><b><u>Vermont State Police Traffic Control Contract</u></b></p> <ul style="list-style-type: none"> <li>• Cost going up by about \$2,500 to a total of \$17,397.25 for 25 hours of coverage per month. We either need to come up with additional funds or we have to cut back the hours of</li> </ul>	

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	<p>coverage. We currently have a budgeted line item of \$15,600.</p> <ul style="list-style-type: none"> <li>• For future planning, we should plan an increase of 10%.</li> </ul>	
<p><b>Planning Commission Appointments</b></p>	<p><b><u>Public Comment</u></b></p> <ul style="list-style-type: none"> <li>• Betty Ayers expressed displeasure at the way the Selectboard handled the public at this meeting. This is the first Selectboard meeting she has attended, and she didn't get a good feeling. The space did not accommodate the number of people in attendance; the length of time for public comment was too short. Selectboard members explained that they did not know in advance that so many people were planning to attend so they had not had an opportunity to adjust the agenda or meeting location.</li> </ul>	
<p><b>Executive Session</b></p>	<p>The Selectboard went into Executive Session at 8:48 pm for the purpose of discussing appointments to the Planning Commission.</p>	<p><b><u>MOTION – Executive Session:</u></b></p> <ul style="list-style-type: none"> <li>• Jim moved to go into Executive Session at 8:48 pm for the purpose of discussing appointments to the Planning Commission. Seconded by Dori. Passed unanimously.</li> <li>• Xxx moved to come out of Executive Session at 9:50 pm. Seconded by xxx. Passed unanimously.</li> </ul>
<p><b>Planning Commission Appointments</b></p>		<p><b><u>MOTION – Planning Commission Appointments</u></b></p> <ul style="list-style-type: none"> <li>• Xxx moved not to appoint any members to fill the current openings on the Planning Commission. Seconded by xxx. Passed unanimously.</li> </ul>
<p><b>Adjournment</b></p>	<ul style="list-style-type: none"> <li>• The Selectboard meeting adjourned at 9:55 p.m.</li> </ul>	<p><b><u>MOTION – Adjournment:</u></b></p> <ul style="list-style-type: none"> <li>• ?? moved to adjourn at 9:55 pm. Seconded by ?? . Passed unanimously.</li> </ul>

Date Unapproved Minutes to Town Clerk: Sunday, July 11, 2010

Date Minutes Approved by Selectboard:

Date Approved Minutes to Town Clerk:

*Received for Record  
11.8.10*

*[Signature]  
Town Clerk*