

*Received for Record  
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JAW  
Town Clerk*

Town of Huntington  
Selectboard Budget Meeting  
November 21, 2011  
Meeting Room, Basement Floor Municipal Building

MINUTES

- Selectboard Members Present:** Jim Christiansen, Chair; Dan Rissacher, Ed Booth, Roman Livak  
**Selectboard Member Absent:** Dori Barton  
**Staff Present:** Hank Lambert, Interim Town Administrator  
**Others Present:** Heidi Racht, Town Clerk; Dan Stoddard, Town Treasurer; Ruth Blodgett, Times Ink!

**Call to Order** Jim Christiansen called the meeting to order at 7:02 p.m.

**Public Comment** Ruth Blodgett commented that there is a build up of limbs and debris under the East Street bridge. Hank will alert Yogi.

**Minutes** Livak moved and Booth seconded to accept three sets of minutes as presented: October 17; November 7; and November 14, 2011. Approved unanimously.

**Warrants** The Selectboard signed three warrants.

**Town Hall Committee** Barbara Felitti, Chair of the Town Hall Committee, first publicly thanked Yogi Alger, Road Foreman, and his crew for assistance given to inspectors who located septic tanks and leach fields on the municipal grounds as part of the Water Wastewater Assessment.

Town Hall Felitti said the Committee hired Tom Barden of Vermont Housing to assess the condition of the Town Hall and propose solutions with estimates for repairing deficiencies. Barden arranged repairs into three categories: 1) Preventative Maintenance 2) Functionality and 3) Enhancements. Felitti stressed that we are at a key point and steps are needed to preserve the building from deterioration; some level of preventative maintenance should be undertaken this year e.g. painting, roof work and other outside work. Continuing to defer maintenance puts the building in jeopardy.

Some discussion centered on grants that might be available from e.g. Historic Preservation. The board asked what the long term plan is and the what the Committee envisioned for use of the building. Felitti suggested that we first keep the bare minimum of the building solid, and eventually bring it to functionality, perhaps using reserve funds for such items as bathrooms and electric wiring. At that time let Town decide its use. Felitti said a recent survey showed that 88% of 155 people surveyed would like to see the building used for a public purpose. 5% suggested selling the building. It was agreed that Felitti would return to the Selectboard with revised costs for necessary preventative maintenance remedies.

**Road Name Change** 9-1-1 Coordinator Heidi Racht mentioned the need to change the addresses for three residences and Sleepy Hollow Ski and Bike Center, now 1801-1805 Sherman Hollow Road; all are located on the private road to the Center and the State requires a separate road name for three or more addresses. Because the 9-1-1 Committee named the road Ski Lodge Drive in the 1990s, no action is needed now by the Selectboard. It was noted that a new road sign will be needed at the end of the road.

**Administrative Issues** Lambert presented a number of issues:

1. The Selectboard signed a letter of support on behalf of the Richmond Area Senior Center Board of Directors who are applying for a planning grant from the Vermont Department of Economic, Housing and Community Development.
2. Discussion of the report funded by a *VT Better Backroads Program* grant to inventory road drainage issues and develop a capital improvement plan to repair deficiencies.
3. Christiansen and Lambert reported that they met with Yogi Alger, Road Foreman, to prioritize damaged roads from the spring flood. They agreed that Yogi would hire an excavator and, weather permitting, complete the Moody Road and Terrien Road damages this fall, and complete the remaining projects as soon as possible in the spring.
4. After much discussion about the Payroll Clerk position and whether it should be temporary or permanent, the Board agreed to fill the position for nine months and review it in the fall. This will allow time for assessing whether the new Town Administrator will have the time to assume the Payroll duties. Candidates for the Payroll position are to be notified of the possible temporary nature of the job.
5. After much discussion about whether the Town Administrator should be a part time or full time position, all agreed it should be full time. The Selectboard envisions the Town Administrator being involved in writing grants, following budgets, being involved with local and regional commissions and organizations.
6. Letter of application mailed to USDA NRCS for repair and stabilization of stream banks and to remove debris from streams damaged as a result of recent storms. A 25% local match is required. Lambert explained that there is no obligation should the Town not wish to pursue the program. He sent the letter to meet the November 18 deadline.
7. The Selectboard expressed disappointment that Wally Jenkins is resigning from the Conservation Commission effective at the expiration of his term in March 2012.
8. Lambert distributed to the Selectboard a draft procedure for the taking, distribution and recording of Selectboard minutes. The Board will discuss the procedure at a later meeting.

**Overtime Policy** Livak offered that overtime should begin after 40 hours of work in a given seven-day work week, with time and one-half for holidays. Christiansen will get Livak's draft out to the entire Board for review. The issue was tabled until the next Selectboard's meeting.

**Richmond Rescue** Booth presented six detailed pages of Richmond Rescue's call data and budget information. Richmond Rescue is asking for a town contribution this year of \$35,100, a 64% increase over last year's request of \$21,400. Discussion arose as to whether assessments should be weighed by call history or town population. Booth will ask for call history data for the past five years. Booth said Richmond Rescue will begin sending quarterly reports to the Town Administrator as a way to keep the Selectboard better informed. It was suggested that an article be warned at March Town Meeting asking citizens to vote on the \$13,700 increase. To be discussed further in budget considerations.

**Dog Cage** Racht reported a conversation she had with Fire Chief Tate Jeffrey where he said, in addition to continuing to allow elections materials storage, he thought space can also be created in the basement of the fire house to house a portable cage to secure animals overnight. Once this is done, Pam Alexander, Animal Control Officer, will suggest a cage alternative. The one she offered is large designed for the outside and may not be suitable for inside the building.

**Budget** After discussing many of the line items they tagged at earlier meetings, the Selectboard did not make any final decisions. Discussions on police protection, re-decking Bridge #30, salt use, how much gravel is actually needed on certain roads, and similar considerations.

**Motion to Adjourn:** At 9:24 p.m., Livak moved and Rissacher seconded to adjourn. Approved unanimously.