

Town of Huntington — Selectboard Meeting

June 18, 2012

Community Church of Huntington - Annex

APPROVED MINUTES

RECEIVED

DATE

[Handwritten Signature]
 July 31, 2012

<p>Agenda</p>	<p>Executive Session – Evaluations & Compensation Public Hearing – Town Plan Re-Adoption Public Hearing – Zoning & Subdivision Regulations Amendments Administrative</p> <ul style="list-style-type: none"> ▪ Highway Update ▪ FY 2012-2013 Tax Rate – Dan Stoddard ▪ Truck Loan Documents – Dan Stoddard ▪ Insurance Implementation & Personnel Sub-Committee – Doug Graver ▪ Noise Complaint Update: Delfrate Road ▪ Correspondence ▪ Town Administrator Updates
<p>Selectboard members present</p>	<p>Jim Christiansen (Chair), Dori Barton (Vice-Chair), Doug Graver, Everett Lewis, Roman Livak</p>
<p>Staff present</p>	<p>Yogi Alger (Road Foreman), Barbara Elliott (Town Administrator), Heidi Racht (Town Clerk), Dan Stoddard (Town Treasurer)</p>
<p>Others present</p>	<p>Ruth Blodgett (Times Ink! Reporter), Rachael Towers, Megs Keir, Duncan Keir, Ginger Lubkowitz (Planning Commission), Tim Fahey, Barbara Mayo, Gordon Miller, Aaron Worthley</p>
<p>Call to order</p>	<p>Christiansen called the meeting to order at 7:02 pm.</p>
<p>Executive Session</p>	<p>Livak moved & Graver seconded to enter Executive Session for the purpose of employee evaluations. Passed unanimously.</p> <p>Livak moved & Lewis seconded to exit Executive Session. Passed unanimously.</p>
<p>Public Hearing – Town Plan Re-Adoption</p> <p>MOTION – Town Plan Re-Adoption</p>	<p>Christiansen opened the Public Hearing at 7:02 pm. Christiansen explained there were no changes to the existing Town Plan (except for updating the year of the plan) and that this would be a one-year extension.</p> <p>Per Ginger Lubkowitz (Planning Commission Vice-Chair), the Planning Commission plans to hold public comment sessions over the coming year and anticipates a revised plan will be completed in the April/May timeframe in order to meet the required June 18, 2013 deadline for a Town-approved revised plan.</p> <p>Barton moved & Livak seconded to re-adopt the Huntington Town Plan (previously adopted in June 2007), without revisions, except for updating the year of the plan. Passed unanimously.</p> <p>Livak would like to see the revised plan resolve current issues whereby development is in conflict with the fluvial erosion hazards around the river.</p>
<p>Public Hearing – Zoning Regulations & Subdivision Regulations</p>	<p>Christiansen opened the Public Hearing at 7:15 pm. The Planning Commission prepared a 2-page Executive Summary of the amendments for distribution to attendees.</p>

Accessory Apartment Size

Regarding Section 5.7.1 – Accessory Apartments, Tim Fahey said he found differing versions of the proposed changes on the Town website – one stating accessory buildings were limited to 750-800 sq ft and a subsequent version stating 1,000 sq ft. Lubkowitz verified the current proposed changes are 1,000 sq ft. Fahey asked how the Commission had arrived at that number, which he feels is excessive – stating that 1,000 sq ft is the size of a lot of houses or double-wide trailers. Fahey asserted the proposed 1,000 sq ft contradicts the intent of the regulations which was to provide apartments geared toward taking care of elderly or sick family members, and the larger square footage is an attempt to ‘get around’ the intent of 5-acre zoning – and in essence, does away with 5-acre zoning.

Barton noted that in previous hearings some residents had stated that the current regulations limiting accessory apartments to 30% of the total habitable floor area of the single family dwelling, prior to the creation of the apartment, is too restrictive. Barton subsequently noted there may be issues with enforcement of the family vs non-family occupancy requirement. She commented that the regulation indicates the accessory apartment must clearly be subordinate to the main dwelling – and 1,000 sq ft may be a contradiction to that intent.

Duncan Keir noted that limiting an accessory apartment on a 600 sq ft dwelling would result in an extremely small unit, but a 28’x36’ unit (1,000 sq ft) is quite big. Keir requested the Selectboard seriously consider the size, as 1,000 sq ft is more consistent with adding another house to a 5-acre lot and seems to be an attempt to increase residential density in areas that currently don’t have high density.

Megs Keir concurred on 1,000 sq ft being excessive. Referencing the restriction that an accessory apartment be occupied by either the owner or a member of the owner’s family, Keir noted that once an elderly or sick relative dies, the owner is restricted to: a) finding another family member to live there; or b) leaving the apartment vacant. She stated that the possibility of having a vacant apartment could have the counter-effect of making people reluctant to take care of relatives at home.

Gordon Miller spoke in support of the larger 1,000 sq ft space. He advocated it allows the ability to have a caregiver live in the apartment. He further noted that during the Douglas administration, the idea of larger accessory apartments was advocated as a mechanism for increasing housing density.

Barbara Mayo stated that the larger sq ft size disparages the integrity of the community. She strongly advocated adoption of a lesser amount, noting the 750-800 sq ft they thought had been in the revisions was more than sufficient.

Lubkowitz noted the State requires inclusion of the 30% clause and the proposed wording is that the accessory unit can be 30% or 1,000 sq ft – whichever is larger.

Barton noted the Selectboard’s options are to: a) accept the document as is; b) make non-substantive changes (like grammar or spelling) and accept the document; or c) redraft and re-warn a new version. This raises the question of whether reverting to the original language constitutes a non-substantive change. Elliott to research. Barton also noted the Selectboard has no date restrictions for when revisions must be adopted (unlike requirements for adopting the Town Plan).

FOLLOW-UP –Elliott to contact VLCT regarding non-substantive changes

<p><i>FOLLOW-UP – Worthley to research accuracy of maps; Selectboard to submit change request if they are found to be incorrect.</i></p> <p>MOTION – Hearing Continuance for written comment only</p>	<p>Miller said the Planning Commission held 2 public hearings and spent considerable volunteer hours working on the revised regulations, and was displeased that people would come to this Hearing at the last minute to raise concerns.</p> <p><u>Surface Water</u> Duncan Keir noted discrepancies in the location and labeling of Johns Brook on various maps and stated we need to ensure when any regulations reference maps, the maps reflect accurate locations and names. Worthley agreed to research the State maps to determine if those referenced are incorrect. If they are incorrect, the Selectboard will submit an official request for corrections determined by Worthley.</p> <p><u>Deer Buffer</u> Miller stated his support of removing the 300’ deer buffer.</p> <p><u>Motion for Continuance</u> Livak moved & Barton seconded to continue the hearing until the Selectboard meeting on July 9, 2012 for the sole purpose of receiving written comments. Passed unanimously. Christiansen noted the agenda on July 9th will be for the Selectboard’s deliberation and decision and will not be another public hearing forum.</p> <p>Megs Keir thanked the Selectboard for their careful reconsideration of the accessory apartment size limitations and the Planning Commission for all their work on preparing the document revisions.</p>
<p>Public Comment: Ruth Blodgett</p>	<p>Blodgett stated how pleased she is that we had the street light outside the Town Office repaired.</p>
<p>Minutes – MOTION</p>	<p>Livak moved & Lewis seconded to approve Selectboard minutes of 06/04/2012. Passed unanimously.</p>
<p>Warrants</p>	<p>4 warrants were signed as presented.</p>
<p>Administrative Items</p> <p><i>FOLLOW-UP – Alger to see if we can borrow a trailer</i></p> <p><i>FOLLOW-UP – Elliott to research /draft a survey for Selectboard review</i></p>	<p><u>Appreciation Event for Hank Lambert</u> – Wed. June 20, 3-5pm at the Town Office.</p> <p><u>Highway – Chloride</u> trailer is broken. Selectboard recommended Alger investigate borrowing a trailer from Richmond. The dust is a huge problem and residents have lodged complaints. The crew is only doing touch-up grading until they can resume chloride treatments.</p> <p><u>Tax Rate</u> – Stoddard presented the FY 2012-2013 tax rate which, with the addition of the articles passed at Town Meeting, reflects a 7% increase over last year. Selectboard signed the tax rate.</p> <p>Comments and concerns raised by Selectboard members:</p> <ul style="list-style-type: none"> • Graver: this jump is a real problem—for example our own employees are only getting a 1.5% cost of living adjustment yet they will see a 7% increase in taxes • Barton: the increase reflects the importance of the Capital Plan and also highlights the need to educate the community about future expenses • Livak: budget presented at Town Meeting was close to 0%, and all other items bumping us up to a 7% increase were articles approved by voters • Christiansen: compared to 4 years ago, the increase is only 2% higher <p><u>Town Budget Survey</u> – Stoddard proposed concept of inserting a neutral survey in the July 10 tax bills that would give us data for the upcoming budget planning season. Selectboard members thought it was a great idea. Elliott to follow up.</p>

<p><i>FOLLOW-UP –Graver, Stoddard, Christiansen & Elliott to meet and develop proposals.</i></p> <p><i>FOLLOW-UP –Elliott to send summary to Selectboard</i></p>	<p><u>Insurance Implementation</u> – Graver reported on the meeting held with Stoddard & Elliott regarding the handling of deductible amounts when the Clerk or Treasurer ‘upgrades’ to the 2-person/family plan. Key issues of concern behind the recommendation for the Town to cover the full deductible, in the same manner as is done for Town employees, is based on the extra administrative work and the necessity of having access to who in the family is incurring what medical expenses in order to determine whether the Town or the Clerk/Treasurer is responsible for payments. Livak questioned why we couldn’t just pay the first \$2,500 irrespective of who the bills were for and have the Clerk or Treasurer be responsible after that. The Board felt they need additional information before making a decision.</p> <p><u>Personnel Sub-Committee</u> – Graver proposed 2 members of the Selectboard work with Stoddard & Elliott on the next level of personnel related procedures. With just 2 Selectboard members, the meetings would not have to be warned. Graver volunteered and Christensen agreed to serve on the committee. Committee will address the insurance deductible issue as well as the issue of how to deal with employees who start mid-year and bring recommendations to the full Board.</p> <p><u>Liquor Control</u> – 2 new permits have been issued for Sleepy Hollow on 7/7 and 9/1. Elliott to circulate copies of Liquor control permits (issued by the Clerk) on a monthly basis at Selectboard meetings.</p> <p><u>Noise Ordinance</u> – Elliott to send Selectboard a summary of quasi-judicial processes and deliberative sessions so the Board is prepared for the 07/09 Noise Complaint site visit & proceedings.</p>
<p>Executive Session</p>	<p>At 9:15pm Graver moved & Lewis seconded to enter Executive Session for the purpose of personnel/compensation discussion. Passed unanimously.</p> <p>Livak moved and Graver seconded to exit Executive Session. Passed unanimously.</p>
<p>Compensation</p> <p>MOTION – Steve Barron merit award</p> <p>MOTION – COLA increase</p>	<p>Lewis moved & Livak seconded that Steve Barron receive a one-time merit compensation award of \$1,360 for the additional supervisory and management responsibilities performed while Alger was out on Worker’s Compensation/Disability Leave. Passed unanimously.</p> <p>Livak moved & Graver seconded to approve the 1.5% cost of living adjustment for Town Employees and Elected Officials, with the exception of the Selectboard. Passed unanimously.</p>
<p>Adjournment</p>	<p>Livak moved & Barton seconded to adjourn the meeting at 9:45 pm. Passed unanimously.</p>
<p>Dates</p>	<p>06/18/12 – Meeting date 06/22/12 – Preliminary draft minutes to Selectboard / Clerk, Treasurer & Auditors 07/09/12 – Final minutes approved by Selectboard 07/30/12 – Approved minutes sent to Town Clerk</p>