

Town of Huntington — Selectboard Meeting

Tuesday September 04, 2012

Town Office, Downstairs

APPROVED MINUTES

RECEIVED

DATE

[Handwritten Signature]
 September 18, 2012

<p>Agenda</p>	<ul style="list-style-type: none"> • Highway Department Report – Yogi Alger • Auditor Appointment – Lucinda Hill / Pam Hart • Animal Control Officer – Pam Alexander • Water & Wastewater Capacity Working Group – Barbara Felitti • Conservation Fund: \$35,000 Application from Maple Wind Farm • Town Office / Town Hall Repairs – Roman Livak / Aaron Worthley • Town Administration Report – Barbara Elliott • Anticipated Executive Session (Personnel Review)
<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)</p>
<p>Others present</p>	<p>Pam Alexander, Tom Bailey, Patricia Baumann, Jennifer Esser, Barbara Felitti, Margaret Fowle, Harry Frank, Dean Grover, Pam Hart, Bob Heiser (Project Manager, Vermont Land Trust), Bruce Hennessey, Lucinda Hill, Mark Lubkowitz, Aimee Motta, Erik Palola, Heather Pembrook, Joe Perella, Don Robisky (VT Agency of Natural Resources), Amy Seidl, Beth Whiting, Kevin Wiberg, Aaron Worthley</p>
<p>Call to order</p>	<p>Christiansen called the meeting to order at 7:01 pm.</p>
<p>Warrants <i>FOLLOW-UP: Alexander/Elliott to resolve</i></p>	<p>6 warrants were signed as presented with the exception of a \$125 invoice from Burlington Emergency Veterinary, which was questioned by Livak. Animal Control Officer Pam Alexander said the invoice was for Richmond, not Huntington. Alexander and Elliott to rectify.</p>
<p>Minutes – MOTION</p>	<p>Livak moved and Lewis seconded to approve Selectboard minutes of 08/20/2012. Passed with one abstention (Christiansen – who was absent from the meeting).</p>
<p>Highway Department Report – Yogi Alger</p>	<p>FEMA</p> <ul style="list-style-type: none"> • FEMA work on Camel’s Hump Road and Salvus Road is complete. The crew has moved on to Handy Road, which Alger expects will take 2 weeks to fix. Work on Keir Road will follow, which will wrap up FEMA work. • Pike Industries is currently out of rip rap. FW Whitcomb has stone at \$12.53/ton versus Pike’s price of \$7.50/ton. Alger has \$10,000 in his ditching budget so he could buy the more expensive stone rather than using just hay and mulch. The Selectboard concurred they would like the work completed with stone. Alger is renting an excavator by the hour to get 12-18” rock from the Town’s supply at the Rowe Quarry (Hanksville) to use on certain sections of Handy Road. <p>SPECIFIC ROAD WORK</p> <ul style="list-style-type: none"> • TAFT ROAD – Alger is going to schedule ditching work near the Hamilton’s. • TEXAS HILL ROAD – The crew will install guardrails near Archie King’s, where 3 cars have gone off the road. <p>SCOPING REPORT: BRIDGE #30, LAST BRIDGE AT TOP OF CAMEL’S HUMP ROAD</p> <ul style="list-style-type: none"> • VTRANS completed the scoping report, presenting four alternatives. They recommend we implement full bridge replacement. The four options are: <ol style="list-style-type: none"> 1. Do nothing

<p><i>FOLLOW-UP: Alger/Elliott to meet with Chris Williams</i></p> <p><i>FOLLOW-UP: Elliott to schedule public meeting for 10/15</i></p> <p><i>FOLLOW-UP: Alger/Elliott to recommend HMGP projects</i></p> <p><i>FOLLOW-UP: Alger to install signs; Elliott to contact Carr</i></p> <p><i>FOLLOW-UP: Alger to implement speed limit sign changes</i></p> <p><i>FOLLOW-UP: Alger to install stop signs</i></p> <p><i>FOLLOW-UP: Alger to address Clark's invoice</i></p> <p><i>FOLLOW-UP: Elliott to sign & return Cargill salt quote</i></p>	<ol style="list-style-type: none"> 2. Rehabilitate the substructure, superstructure and deck. 3. Rehabilitate the substructure; and replace the superstructure and deck. 4. Replace bridge with 2-lane precast superstructure and integral abutments. <ul style="list-style-type: none"> • VTRANS also recommends we schedule a community meeting to solicit input from the adjacent property owners and the general public. <ul style="list-style-type: none"> ○ Alger / Elliott to meet with Chris Williams at VTRANS regarding lower cost bridge replacement options. ○ Public meeting to be scheduled for the October 15th Selectboard meeting. <p><u>HAZARD MITIGATION GRANT OPPORTUNITY (ROUND 3)</u></p> <ul style="list-style-type: none"> • Alger and Elliott will review grant criteria (e.g.: opportunities to address Main Road stream bank erosion). Grant deadline is beginning of November. <p><u>REQUEST FOR ADDITIONAL 25 MPH SIGN</u></p> <ul style="list-style-type: none"> • Jeanine Carr emailed the Selectboard after speaking with Graver regarding her request to have an additional speed limit sign installed north of Beaudry's in an attempt to help reduce speeding in the lower village. Alger recommended we install one of the 'old style' signs he has left over (versus spending \$47.95 for a new-style sign). Selectboard agreed. <p><u>GENERAL UPDATES</u></p> <ul style="list-style-type: none"> • SPEED LIMIT CHANGE SIGNS – Alger recommended that the speed limit sign by Maplewood Cemetery be moved north by about 100'. Livak requested Alger to ensure that moving the sign would still be within the statutory requirements. • STOP SIGNS AT LOWER VILLAGE GREEN – Alger recommended adding stop signs on the connector road from East Street to Bridge Street that runs along the village green. Lewis noted that even if people still do a 'California Roll' it will help slow traffic, making it safer for kids and other pedestrians. • CLARK'S INVOICE/TRUCK #1 REPAIRS – Alger is dissatisfied with Clark's service and believes that the \$1,300 charge for 10.5 hours of diagnostics for a \$61 part is excessive. Selectboard noted that it appears as though we were being charged for someone's 'training time' since the truck was taken apart 3 times as part of the diagnostics. Alger will continue to work with Clark's on an invoice reduction and will be looking at alternative vendors, such as J&B near Costco. • SALT – Cargill sent the annual salt quote: \$61.58/ton, which is a \$0.03 reduction from last year. Elliott to sign and return the quote. • PERSONNEL – Alger's doctor has fully released him from Worker's Compensation limitations. Barron is receiving medical treatment for his wrenched knee.
<p>Public Comment</p>	<p>There was no public comment.</p>
<p>Auditor Recommendation</p> <p>MOTION – Auditor Appointment</p> <p><i>FOLLOW-UP: Elliott to submit Appointment paperwork to the Clerk for recording</i></p>	<p>Auditors Lucinda Hill and Pamela Hart presented a letter of endorsement for Patricia Baumann's application for the vacant auditor position – noting that Baumann is very computer savvy. They have worked with her as a balloting clerk, and are impressed with her skills and enthusiasm. Baumann introduced herself to the Selectboard. Livak moved and Graver seconded that the Huntington Selectboard appoint Patricia Quinn Baumann, effective immediately, to fill the vacant Town Auditor position, until such time as the election for Town Officials is held on Town Meeting Day, March 05, 2013. Selectboard signed the appointment paperwork.</p>
<p>Animal Control – Pam Alexander</p>	<ul style="list-style-type: none"> • Town Clerk Outreach - Alexander reported that Town Clerk Heidi Racht conducted outreach to dog owners resulting in many renewed registrations. • Violations – Alexander is actively writing tickets for ordinance violations. One resident has been issued 6 tickets which they are contesting, and thus, Alexander will be appearing before the Vermont Judicial Bureau (which handles Municipal Ordinance complaints). Alexander noted the resident has still not registered the

<p><i>FOLLOW-UP: Racht will order additional ticket books</i></p> <p><i>FOLLOW-UP: Alexander/Elliott to propose revised ordinance language</i></p>	<p>dogs. In a separate case, Alexander responded to an incident involving two dogs that have previous vicious behavior complaints; the resident intends to euthanize the dogs.</p> <ul style="list-style-type: none"> • Enforcement – Alexander has called on the Vermont State Police to accompany her in some instances, which has worked out very well. She also noted that she needs additional ticket books. • Ordinance – Alexander believes stiffer penalties should be incorporated into our ordinance, and shared the fee schedule imposed by Richmond (where she also serves as Animal Control Officer). Alexander recommended we publicize changes in the Times Ink and Front Porch Forum. Alexander and Elliott will review our current ordinance and present proposed modifications to the Selectboard.
<p>Water & Wastewater Capacity Working Group – Barbara Felitti</p>	<p>To facilitate discussion, the Working Group provided background information and recommendations for next steps to the Selectboard prior to the meeting. Felitti summarized the study's key findings – noting that there are constraints and limitations as well as some unique opportunities. Discussion points included:</p> <p>Barbara Felitti: While there is a cost associated with the various options, taking no action also has a significant cost. Business development in village areas is currently limited. All the options identified in the report are on privately owned property. Felitti expressed concern that the Planning Commission can't take on next steps and recommended that specific assignments be made, perhaps to the Town Administrator, in order to move forward. Possible work assignments include: investigating what other towns are doing; meeting with property owners; conducting onsite testing; pursuing land acquisition and/or rights-of-first-refusal; use of Conservation Funds; cost structure and payment options. Felitti encouraged Selectboard members to focus on the executive summary, comparative cost analysis & recommendations sections of the report. The types of systems looked at in the report are in keeping with the Town's rural characteristics; they are not 'treatment plants' such as is seen in Richmond.</p> <p>Aaron Worthley: Residents in the Lower Village are limited to 'best fix' solutions for addressing wastewater issues. 15 years ago, there were significantly more options available for community solutions than there are today—and this trend will continue leaving us with fewer and fewer options as time passes. Concepts that we want to encourage should be incorporated into the Town Plan. Worthley noted it may be more valuable to look at a couple of smaller systems rather than one 'big' system.</p> <p>Tom Bailey: Adopting Village Code may free up development options in the village centers, but it still requires addressing water & wastewater capacity issues. Bailey noted the current project was a 'grounds-up' effort and that we should look at how our committee /commission structure aids or impedes addressing next steps and getting things done. Bailey advocated the Selectboard take the leadership role in making sure next steps are addressed.</p> <p>Roman Livak: The Town Plan needs to address this issue, as it establishes the vision and direction for development activities. Need to look at how the cost structure of the solutions would impact residents who are not able to tap into the systems and who have to pay for their own systems. We need to be able to respond quickly when land comes up for sale which requires foresight regarding the use of Conservation Funds and other resources.</p> <p>Don Roblisky: Various approaches have been used by others: towns-run systems;</p>

<p><i>FOLLOW-UP: Felitti will report on whether the Working Group will take on a new charter & what that charter would be</i></p>	<p>establishing district services where the ‘users’ pay; fire districts created as separate municipalities; community systems that provide septic management services for residents who are not in the village areas (such as providing inspections and/or pumping services). Robisky stressed the importance of addressing what we want the town to look like in the future: denser village core areas versus sprawl; and encouraged us to look at Cabot, Shoreham, and other towns where they have stimulated new business development (asking what plusses & minuses they have encountered).</p> <p>Kevin Wiberg: Asked if economic feasibility studies had been done regarding viability of business development—such as whether we have the ability to support a café.</p> <p>Dori Barton: Proposed that as a 1st next step, kitchen-table-conversations be held with property owners to assess their interest (even for rights-of-first-refusal). Barton asked if the Working Group would like to consider staying together to take on the next phase of work – given that the various other boards all have full plates.</p> <p>Doug Graver: Expressed appreciation to the Working Group for their efforts in producing the report. Noted that it isn’t realistic to expect the Planning Commission to take on any of the next steps based on the effort required by them to rewrite the Town Plan. Graver stressed that we must look at the implications of management and maintenance costs for Town infrastructure so that we thoroughly understand the long-term costs of any given solution.</p> <p>Dean Grover: Noted that as Town Health Officer, he is not currently seeing a lot of failed systems—however that probably won’t be the case in 10-15 years. Based on the E. coli studies, there may already be an impact to the Huntington River. Development in the village districts is only viable if there are good systems in place.</p> <p>Christiansen thanked the Working Group members for their work. He requested Felitti check to see if the group is interested in continuing with a ‘new charter’ and that they propose to the Selectboard what that new charter would encompass.</p>
<p>Conservation Fund: \$35,000 Application from Maple Wind Farm</p>	<p>Project Introduction: Bob Heiser, Vermont Land Trust (VLT) Project Manager, summarized the proposed Maple Wind Farm Conservation Project to permanently protect the 136-acre farm on Carse Road. The proposal is for a permanent conservation easement co-held by VLT and the Vermont Housing & Conservation Board (VHCB). A \$35,000 commitment from the Huntington Conservation Fund is being sought in conjunction with the \$25,000 already committed by VLT and the \$185,000 donation committed by the farm’s owners. These funds would be used to leverage \$237,500 from VHCB. Total project cost is \$482,500.</p> <p>Huntington Conservation Commission (HCC) Recommendation: Margaret Fowle, HCC Co-Chair, summarized HCC’s recommendation to the Selectboard that \$20,000 be allocated from the Conservation Fund in support of the project.</p> <p>Other HCC Projects? Barton asked if the HCC had another big project on their radar. Fowle said there was not, but that the HCC is working toward being more proactive.</p> <p>Conflict of Interest? Joe Perella raised the question of whether there is a conflict of interest – or an appearance of a conflict of interest – if Livak votes on the project as a member of the Selectboard given he is also a member of the HCC—thereby being able to vote twice: once as an HCC member and again as a Selectboard member.</p>

MOTION – To proceed with proposal consideration

Barton stated she had given this issue a lot of thought prior to the meeting, concluding that the Town, supported by provisions in the State statutes, allows people to serve on multiple boards, with some exceptions. As a result, these types of situations arise. While this may be perceived as ‘bad policy’ she does not believe this constitutes a conflict of interest. **Christiansen** stated that in small towns it is common for people to serve on multiple boards and so long as it is known and reflected in the minutes he agrees with **Barton** that it would not constitute a conflict of interest. **Livak** stated that conflict of interest arises when an individual has a personal interest in the outcome—which is not the case. He further stated that even though he was the dissenting vote in the HCC endorsement of the Maple Wind Project, he fully supports the decision and position of the HCC.

PUBLIC INPUT? **Christiansen** asked what the public expectation is regarding the amount of notification lead-time that would be provided before the Selectboard holds the meeting for public input on allocating money from the Conservation Fund. **Amy Seidl** and **Aaron Worthley**, who were members of the HCC when the fund allocation process was established, stated that in developing the process, the HCC had not intended for the public input meeting to be a ‘legally, 14-day warned’ meeting.

DECISION TO PROCEED WITH PROPOSAL CONSIDERATION

Livak moved and **Lewis** seconded that the Selectboard proceed with consideration of the Maple Wind Conservation Project and to hold a duly warned public meeting for the purpose of soliciting community input before making a final determination for expenditure of Conservation Funds for this project. Passed unanimously.

The meeting will be held at 6:30 pm on Monday September 17th for public comment with a decision to be made by the Selectboard following public comment. **Hennessey** was asked to give a 5-minute overview of the proposed project. **Fowle** was asked to give a 5 minute summary of the HCC recommendations. **Elliott** will see if the Church Annex is available for the meeting.

LETTER OF SUPPORT

Livak moved and **Graver** seconded that the Huntington Selectboard send a letter to the Vermont Land Trust that states:

“The Huntington Selectboard is supportive of the efforts of **Bruce Hennessey** and **Beth Whiting**, owners of Maple Wind Farm on Carse Road in Hanksville, to pursue the protection of their 136-acre farm through permanent conservation easements with the Vermont Land Trust and the Vermont Housing & Conservation Board.

“The Selectboard appreciates efforts by members of the community that will ensure the perpetual protection of critical historical, agricultural, and natural resources within the Town of Huntington—and, in accordance with our Town Plan, encourages steps to protect and maintain working farms and agricultural land. To this end, the Selectboard will be continuing the documented application process which has been outlined for awarding Huntington Conservation Funds, by holding a public meeting to solicit community input regarding the **Hennessey/Whiting** application, and then making a determination on the expenditure of Conservation funds for this project.

“Irrespective of whether the Selectboard decides to provide a grant from the Town’s Conservation Fund for this project, the Selectboard remains unanimously supportive of the **Hennessey/Whiting’s** efforts to pursue a permanent conservation easement for their farm.”

MOTION – For letter of support from the Selectboard

	Motion passed unanimously.
<p>Town Office / Town Hall – Roman Livak / Aaron Worthley</p> <p><i>FOLLOW-UP: Livak will present a budget status and solidify the railing installation</i></p> <p><i>FOLLOW-UP: Elliott to contact Terry Boyle</i></p>	<p>Town Office Repairs – Livak will present a budget status update at the next meeting. He is working on getting quotes for the railing. Fecteau has quoted \$4,800 including installation; Giroux has quoted \$4,600 not including installation. Christiansen stressed concern about liability issues and requested temporary railings be installed if final installation will not occur within a couple of weeks. Graver stated that Terry Boyle has some contacts for railing work—and Elliott is to contact Boyle and forward information to Livak. Lewis/Livak will contact Luke Bergeron for a quote.</p> <p>Town Hall – Worthley reported that the repairs went well, but that due to lead paint issues, the \$1,500 budgeted amount didn't stretch as far as he had hoped. New Leaf uncovered some issues: the lower portion of the roof is rusted through in places, so it won't be able to be painted without being repaired; and the drip cap on the water table is gone at the bottom of the wall. The material cost for the drip cap repair came to \$125. Worthley volunteered to do the repair labor at no charge since there was not money in the budget for this. Livak noted that he would like to see an article and discussion at Town Meeting regarding our investments in the Town Hall. Graver stated his concern that we need to look at long-term costs for projects (such as the maintenance costs that have been incurred for the Town generator that were not discussed when the initial funds were allocated for the purchase).</p>
Executive Session	<p>Livak moved and Lewis seconded to enter into Executive Session at 9:16 pm for the purpose of personnel discussion. Passed unanimously. Selectboard requested Elliott participate in the discussion.</p> <p>Livak moved and Barton seconded to exit Executive Session at 9:35 pm. Passed unanimously.</p>
Personnel – MOTION for AP/Payroll Clerk Position	Graver moved and Livak seconded that the position of AP/Payroll Clerk, which had been established for a trial 9-month period, be continued. Passed unanimously.
Adjournment	Graver moved and Livak seconded to adjourn the meeting at 9:45 pm. Passed unanimously.
	<p>09/04/12 – Meeting date</p> <p>09/07/12 – Preliminary draft minutes to Selectboard / Clerk, Treasurer & Auditors</p> <p>09/17/12 – Final minutes approved by Selectboard</p> <p>09/18/12– Approved minutes sent to Town Clerk</p>