

Town of Huntington — Selectboard Meeting

Monday, July 22, 2013— 7:00 pm

Town Office Building - downstairs

APPROVED MINUTES

RECEIVED

DATE

[Signature]
August 8, 2013

<p>Agenda</p>	<ul style="list-style-type: none"> • Highway Department: General updates; Storm damage update; Main Road paving; Driveway permits • Public Comment • Minutes / Warrants • Delinquent Tax Collector: Tax sale / delinquent properties • Administration & Planning: General updates; Best management practices; Correspondence; Committee/sub-committees • Other Business: Calendar review; New business
<p>Selectboard members present:</p>	<p>Jim Christiansen (Chair), Dori Barton (Vice-Chair), Doug Graver, Everett Lewis, Jr., Roman Livak</p>
<p>Staff/Officials present</p>	<p>Yogi Alger (Road Foreman), Barbara Elliott (Town Administrator), Dan Stoddard (Town Treasurer)</p>
<p>Others present</p>	<p>Ruth Blodgett (Times Ink), Kendra Christiana; Shane Jacquith, Brett Lamoureux, Dawn Taylor</p>
<p>Call to order</p>	<p>Christiansen called the meeting to order at 7:00pm.</p>
<p>Highway Department</p> <p><i>Follow-up: Elliott to send letter to Timothy Jones</i></p> <p><i>Follow-up: Elliott to update property owners</i></p> <p><i>Follow-up: Elliott to conduct a post-storm evaluation</i></p> <p><i>Follow-up: Alger/Elliott to complete final report of injury paperwork</i></p>	<p>July 3 Storm Update</p> <ul style="list-style-type: none"> • All roads are open and recovery work continues to cap and reshape roads and repair ditches. Affected municipal roads were Bert White, Carse, Economou, Handy, Happy Hollow, Keir, Mayo, Moody, Pond, Sherman Hollow, Taft, Texas Hill, and Texas Hill Circle. Alger plans to rent the excavator for an additional month and will continue using 3rd party contractors to complete the necessary work. We have not received final word regarding the status of possible FEMA assistance; still waiting for the President to sign the declaration of disaster. The State requested \$4.2 million dollars for recovery assistance. Huntington’s anticipated total expense is expected to be in the \$350,000-\$375,000 range. Out-of-pocket municipal expense is about \$150,000 so far. • The storm left deep ditches along Bert White Road which are being filled with quarry rock. Alger expects the work to be completed by the end of the week. • Town Highway 9: The Selectboard received a letter on 07/17 from Timothy Jones requesting assistance with repairs to the public right of way on this Class 4 road. Selectboard requested Elliott acknowledge Jones’ letter. • Selectboard requested Elliott provide an update to residents who reported private property damage (we have no news on assistance available at this time). • Elliott will prepare a summary of ‘what went well, what can be improved’ for Selectboard review and for use in developing the Emergency Planning Resource Manual (see more below). <p>General Updates</p> <ul style="list-style-type: none"> • Alger will be on vacation 8/2-8/19. Alger has recovered from his July 3 head injury. He will work with Elliott to ensure all necessary paperwork has been filed. • Main Road Paving Project: final paving is scheduled for the week of August 19. Crew has to replace a couple of culverts prior to the paving. Selectboard

<p><i>Follow-up: Elliott to send FPF update on Main Road paving</i></p> <p><i>Follow-up: Elliott to complete Bike/Ped grant application</i></p> <p><i>Follow-up: Alger to complete Delfrate Rd driveway site visit</i></p>	<p>requested Elliott provide a Front Porch Forum posting explaining that paving is being delayed in order to allow the sub-base to compact.</p> <ul style="list-style-type: none"> Alger hopes to resume roadside mowing the 2nd week of August in order to have another full pass completed before school starts. <p>2013 VTrans Bicycle/Pedestrian Grant Program</p> <ul style="list-style-type: none"> Elliott will finalize the grant for the Selectboard Chair's signature prior to the July 26 submission deadline. <p>Driveway Permits</p> <ul style="list-style-type: none"> Having received variance approval from the Zoning Board of Adjustment (ZBA) for an additional accessory dwelling driveway cut, the Selectboard signed the driveway permit application for 266 Texas Hill Road. Alger will conduct a site visit for the Urban/Taraz Delfrate Road driveway permit application and report back to the Selectboard on August 5th. There are no outstanding Planning Commission/ ZBA issues related to this request.
<p>Public Comment</p>	<p>No public comment was offered at the meeting.</p>
<p>Minutes</p> <p>MOTIONS: MINUTES APPROVAL: 7/1 & 7/9</p>	<p>Livak moved and Graver seconded to approve the draft minutes of the 07/01/2013 Selectboard meeting. Passed unanimously.</p> <p>Graver moved and Barton seconded to approve the amended minutes of the Emergency Informational Meeting of the Selectboard held on 07/09/2013. Passed with 3 approvals and 2 abstentions (Lewis and Livak were not in attendance at the meeting).</p> <ul style="list-style-type: none"> The meeting was initiated to provide Christiansen, who was out of town during the July 3 storm event, with updates from staff and officials involved in the recovery coordination efforts. In the future, effort will be made to contact all Selectboard members about emergency update/ informational meetings. It was also noted how helpful it is when email communications are acknowledged (even when no specific response or action is requested).
<p>Warrants</p>	<p>A total of 7 warrants were reviewed: 4 new warrants were signed as presented; 1 warrant previously approved by the Selectboard, but which had not included check numbers, was signed by the Selectboard; and 2 warrants previously signed by the Selectboard Chair were signed by the additional Selectboard members.</p> <p>Town Treasurer Dan Stoddard will confirm with the professional auditors that, to assist with storm recovery cash flow, it is okay to borrow from other Town funds in order to cover the initial Highway Department road repair expenses. (These funds would get paid back once the Town receives state/federal assistance payments).</p>
<p>Delinquent Tax Collector – Brent Lamoureux</p>	<p>Lamoureux presented the delinquent property tax report for properties that are candidates for tax sale because they are more than \$1,400 delinquent. The Town is required to submit a minimum bid of not less than the tax amount owed for any property that does not receive a minimum bid at the tax sale.</p>
<p>MOTION: DELINQUENT TAX</p>	<p>The letters Lamoureux sends to delinquent tax property owners includes a copy of the <i>Town of Huntington Delinquent Tax Collection Policy</i>, which includes the statement: "Each taxpayer has a right to apply for abatement of property taxes based on any of the grounds listed in 24 V.S.A. Section 1535.</p> <p>MOTION: Livak moved and Barton seconded to authorize the Delinquent Tax Collector to include the following properties for delinquent tax sale: 1920 Camels</p>

<p>PROPERTIES SALE</p> <p>MOTION: DELINQUENT TAX SALE AUTHORIZED TOWN AGENT</p> <p><i>Follow-up: Lamoureux will forward the Selectboard a payment plan proposal for 8/5</i></p>	<p>Hump Road; 2765 Main Road; 1553 Camels Hump Road; 1220 Hinesburg Hollow Road; 1125 Bert White Road; 2225 Main Road; and 9283 Main Road. Passed unanimously.</p> <p>MOTION: Livak moved and Lewis seconded to authorize the Town Clerk or Town Treasurer to act as agent on behalf of the Town for the purpose of bidding on any of the seven (7) delinquent tax properties included on the list approved by the Selectboard, in the event no other bids are submitted for the property. Passed unanimously.</p> <p>Lamoureux provided a letter from attorney Joe Fallon, requesting the Town consider a \$200 per month payment plan for the delinquent taxes for Allen Ray's mobile home at 7 East Street, with the understanding that Ray will also become current on his property taxes. Lamoureux proposed an interest-free payment plan. The Selectboard consensus was favorable, indicating they would need a formal proposal for consideration at their August 5th meeting.</p> <p>Lamoureux also expressed sincere appreciation for the recovery work Alger, the Road Crew and other local contractors did following the July 3 storm.</p>
<p>Administration & Planning</p> <p>MOTION: HOMESTEAD DECLARATION LATE FILING PENALTY CHARGE WAIVER</p> <p><i>Follow-up: Elliott to schedule Segale for upcoming meeting</i></p>	<p>Homestead Declaration</p> <ul style="list-style-type: none"> Stoddard presented the alternative available to the Selectboard to waive the optional tax penalty amounts on revised tax bills for those who file late homestead declarations. MOTION: Livak moved and Graver seconded that the Huntington Selectboard request the Town Treasurer and/or Huntington Listers waive the school property tax assessment penalty charges when issuing revised tax bills, unless the State notifies the Town that the penalized declaration is the result of fraudulent intent. Passed unanimously. The Selectboard then signed the Town of Huntington Resolution Regarding Revised Property Tax Billing. <p>Best Management Practices</p> <ul style="list-style-type: none"> Barton reported that Joe Segale, former Selectboard member and an engineer with the Agency of Transportation is interested in working with Huntington as part of an analysis of best management practices – especially in light of lessons learned from the July 3 storm event. Segale requested permission to attend a Selectboard meeting to discuss the case study. Elliott to contact Segale to arrange next steps. <p>COLA Adjustments</p> <ul style="list-style-type: none"> Selectboard signed the revised/updated payroll authorization for 2013-2014 COLA increases for Town employees and officials (in accordance with the budget approved at Town Meeting). <p>Correspondence/Communications</p> <ul style="list-style-type: none"> MS Bike Race: <ul style="list-style-type: none"> Due to the Main Road paving, the course has been adjusted for the race on Sunday, August 4th. The new route will be on Main Road, from Hinesburg Hollow to Rt. 17. The MS Committee requested permission to locate a refreshment table at the Fire Station parking lot, which has Chief Jeffrey's approval. The Selectboard approved the changes, and wishes the organization a successful event. Elliott will put a race notice on Front Porch Forum and confirm approval back to the race committee.
<p><i>Follow-up: Elliott to post FPF notice of MS 8/4 Bike Race</i></p>	

Follow-up: Elliott to contact VLCT re: cost of morning workshops

- CCRCP – Final ECOS Plan
 - Notification was received on 7/15 that the new ECOS Plan was adopted by the CCRPC Board on 6/19 and by GBIC on 6/25. A copy has been made available to the Town Clerk and the Town Administrator.
- VLCT Town Fair – Thursday October 3 – Killington
 - Lots of exciting sessions are proposed for the VLCT Town Fair. The cost is \$50 for the 10/2 Dinner and \$50 for the 10/3 sessions & lunch. Workshops include Health Reform, Capital Planning & Budgeting, Road & Bridge Standards and more.
 - Elliott to contact VLCT to see if there is a discount if you only attend the morning sessions.
- VLCT Legislative Service Awards – letter from 7/16
 - Nominations are being accepted through 8/15 for the Municipal Service and the Legislative Service Awards.

Committee Updates

- Article 6 Committee – The Committee met with Dan Stoddard and will be meeting with Heidi on 7/25. Their next meeting will be at 5pm on 7/25.
- Buildings Committee – Next meeting is 7/24 at 8:30am. Dan Stoddard is interested in joining the committee.

Follow-up: Elliott to develop resource manuals

Emergency Planning Resource Manual

- Elliott reported that she will develop resource manuals for reference during emergencies. Copies will be incorporated into the Selectboard Resource Manuals and be available at the Town Office (upstairs & downstairs), Fire Department, Beaudry's Store and Emergency Shelter.
- The manual will contain information on emergency contact names/numbers; disaster response; emergency shelter; accident reporting and more.
- The Selectboard would like to include a review of this information at the annual Selectboard Organizational Meeting.

Follow-up: Elliott to update annual Org Meeting agenda

Other Business

Appreciation Cookout

- The Selectboard will hold an appreciation cookout on 7/25 at 5pm for the July 3 storm recovery work done by the Road Crew, local contractors and Town Office staff. Over 50 people are expected to attend. The event, proposed by residents Ellie Lawyer and Donna Lewis, will be held on the green in front of the Church.
- Selectboard members noted sincere appreciation for Linda Pecor's response in opening the deli to provide meals for the recovery workers and for acting as a communications hub; to Town Office staff Heidi Racht, Mary Keller-Butler and Dan Stoddard who worked extremely well as a team; to Alger and our Road Crew; and to the many local contractors who pitched in. It was a tremendous effort by all.

School Board Retreat

- Graver noted that he recently saw the public notice of the upcoming School Board Retreat. The Selectboard has discussed holding a retreat after school starts and should begin planning this soon.

Chair Updates

- Christiansen noted that in the wake of a dog killing a fox on Audubon property, they posted notice at their parking lot regarding Huntington's leash law. Following that, there was an incident of a dog being locked in a hot car in the

	<p>parking lot, so the Audubon staff is apparently considering posting a warning regarding that as well.</p> <ul style="list-style-type: none"> Christiansen noted that Health Care Reform details are still emerging – but should be available by the October 3 VLCT Town Meeting session titled “Health Reform: What Do I Need to do NOW”, which would make that a particularly relevant session for the Town. <p>Upcoming Meetings</p> <ul style="list-style-type: none"> September Selectboard meeting calendar will be amended to meet the 2nd and 4th Mondays (9/9 and 9/23).
Adjournment	Livak moved and Lewis seconded to adjourn the meeting at 9:07 pm. Passed unanimously.
	<p>07/22/13 – Meeting date 07/30/13 – Preliminary draft minutes to Selectboard / Clerk, Treasurer & Auditors 08/05/13 – Final minutes approved by Selectboard 08/06/13– Approved minutes sent to Town Clerk</p>