

Town of Huntington — Selectboard Meeting

Monday, August 05, 2013—7:00 pm

Town Office Building - downstairs

APPROVED MINUTES

RECEIVED

DATE

*[Signature]*  
 SEPT. 12, 2013

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| <p><b>Agenda</b></p>                                     | <ul style="list-style-type: none"> <li>• Delinquent Tax Collector</li> <li>• Highway Department: Storm water runoff/Lincoln Hill Road; Storm damage; Main Road paving; Driveway permits; General updates</li> <li>• Public Comment</li> <li>• Minutes / Warrants</li> <li>• Building Committee Update</li> <li>• Administration &amp; Planning: United Way campaign; Correspondence; Appointments; Committee/sub-committees</li> <li>• Other Business: Calendar review; New business</li> </ul>  |
| <p><b>Selectboard members present:</b></p>               | <p>Jim Christiansen (Chair), Doug Graver, Roman Livak</p>  |
| <p><b>Selectboard members absent:</b></p>                | <p>Dori Barton (Vice-Chair), Everett Lewis, Jr.</p>  |
| <p><b>Staff/Officials present</b></p>                    | <p>Barbara Elliott (Town Administrator), Heidi Racht (Town Clerk)</p>  |
| <p><b>Others present</b></p>                             | <p>Ruth Blodgett (Times Ink), Kevin Cosgrove, Don Dresser, Ryan Elliott, Brett Lamoureux, John Martell, Nancy Stoddard</p>   |
| <p><b>Call to order</b></p>                              | <p>Christiansen called the meeting to order at 7:00pm.</p>   |
| <p><b>Delinquent Tax Collector – Brent Lamoureux</b></p> | <p>Lamoureux presented a letter from Attorney Joseph Fallon and a proposed agreement for payment of delinquent taxes owed the town by Alan Ray. The Town will receive an initial payment of \$942.98 from Ray with subsequent monthly payments of \$100 until the delinquent taxes have been paid.</p>   |
| <p><b>MOTION: Delinquent tax payment agreement</b></p>   | <p>Livak moved and Graver seconded to accept the agreement as proposed and to authorize Selectboard Chair Jim Christiansen to sign the agreement on behalf of the Town. Passed unanimously with 3 members present and voting.</p>  |
| <p><b>Highway Department</b></p>                         | <p><b>Stormwater runoff from Lincoln Hill Road to Lazy Brook Drive &amp; Dogwood Lane (Kevin Cosgrove &amp; John Martell)</b></p> <ul style="list-style-type: none"> <li>• Cosgrove summarized the history of drainage from Lincoln Hill, stating there had been no problems with drainage into the Lazy Brook ravine from the early/mid 1960s until about 10 years ago. At that time, the home at the end of Lazy Brook Drive in Starksboro (#274, currently occupied by Cindy Emmons) got buried in about 5' of mud and stones at a cost of about \$12,000 to repair. On July 3 of this year the site was buried in mud and stones again. Cosgrove asserted that the problems originally started when the culvert on Lincoln Hill Road was moved.</li> <li>• Cosgrove asked the Selectboard to: 1) divert the water on Lincoln Hill Road so it doesn't drain to the site of the trailer, and 2) instruct the Road Foreman to have the road crew clean up Cindy Emmon's property. Cosgrove estimated the clean-up cost to be \$6,000-\$7,000.</li> <li>• Livak had visited the site with Alger and noted that the culvert did not overflow. There appeared to be a number of contributing factors to the July 3 damage including extreme pre-existing ground saturation and the huge amount of rain (3-5") within a short timeframe. Livak shared photographs he took of Lincoln Hill Road (near #502). He noted that while the section of Lincoln Hill Road in question is in Huntington, the dirt that actually traveled onto Emmon's property</li> </ul> |



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|   | warrant previously approved by the Selectboard, but which had not included check numbers, was also signed by the Selectboard.   |
| <p><b>Building Committee</b></p> <p><i>Follow-up: Christiansen to contact Lewis</i></p>   | <p>Building Committee Chair Nancy Stoddard reviewed the charter, capital data template, building usage template and project timeline developed by the committee.</p> <ul style="list-style-type: none"> <li>• The Committee wants to be clear about purpose, process and products in order to ensure the direction in which the Committee is proceeding is in accordance with the Selectboard's intent.</li> <li>• From a priority perspective, Christiansen noted that the Committee's proposal to have a top-level capital plan overview available by October 15<sup>th</sup> followed by a more detailed 5-year capital plan by the end of the year would be terrific. The Committee hopes to have the long range data/analysis submitted to the Selectboard prior to Town Meeting. Christiansen noted that from a building perspective, gathering data regarding the Old Fire Station is not a priority. He also noted that recommending plans to offset operating costs—especially for increased building usage—is also not a priority, as the incremental costs associated with increasing building usage is minimal compared to the big picture.</li> <li>• Christiansen will follow-up with Everett Lewis about having Elliott provide regular committee updates for the Selectboard since he is not able to attend the Committee's daytime meetings.</li> <li>• Christiansen asked if building stakeholders had been receptive to requests for information and Stoddard reported that they have all been very helpful.</li> </ul>  |
| <p><b>Administration &amp; Planning</b></p> <p><i>Follow-up: Elliott to assess employee's/official's interest in the United Way campaign</i></p> <p><i>Follow-up: Elliott to send thank you letter to Richmond Rescue</i></p> | <p><b>United Way (UW) Campaign</b></p> <ul style="list-style-type: none"> <li>• Elliott reported that Gene Richards (BTV Director of Aviation and executive volunteer with UW) had requested a meeting with her to discuss the possibility of having payroll deductions and/or one-time giving programs for those who are on the Town payroll. In general, Selectboard members expressed that they are not in favor of the Town playing a role in this but that Elliott should check with the employees/officials to assess their interest.</li> </ul> <p><b>Economic Development</b></p> <ul style="list-style-type: none"> <li>• Elliott discussed promotional opportunities with Gene Richards (BTV Director of Aviation) for publicizing Huntington events and resources as part of the airport's marketing program. Richards will have his marketing director contact Elliott. Elliott will also provide this information to Mark Smith, who has proposed a Huntington Economic Development Committee.</li> <li>• As previously requested by the Selectboard, Elliott email VLCT for clarification on Selectboard authority regarding the creation of an Economic Development Committee.</li> </ul> <p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>• <u>Richmond Rescue</u>: Selectboard reviewed the Q2 letter from Richard Dana (President of Richmond Rescue) along with their balance sheet and P &amp; L. Livak noted that he was very impressed with the forethought and detail that went into Dana's letter. Selectboard members requested Elliott send a thank you letter to Dana for the information he provided.</li> <li>• <u>Catering Permits</u>: Sleepy Hollow (6/27, 7/20, 8/3, 8/24, 8/31, 9/21) and Huntington River Vineyard (8/10 @ Valley Stage, 8/21 @ Windekind)</li> <li>• <u>Neighbor Helping Neighbor</u>: The Selectboard received a thank you letter for the Town's participation in the Race 4 Sundae from committee chair Holly Stadler. The event raised a total of \$13,000.</li> <li>• <u>Lund Home</u>: Selectboard received a thank you letter for our annual contribution.</li> <li>• <u>HERO</u>: The Selectboard received a letter stating HERO approved underwriting</li> </ul> |

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| <p><b>MOTION: APPROVAL FOR GMSR bicycle race on Main Rd 9/1</b></p> <p><b>MOTION: BUILDING COMMITTEE APPOINTMENT</b></p> <p><i>Follow-up: Selectboard checking to see if someone can attend 8/29 Article 6 Committee meeting</i></p> <p><i>Follow-up: Elliott to get clarification on 1<sup>st</sup> truck payment</i></p> <p><i>Follow-up: Elliott to confirm attendance for 8/19 meeting</i></p> | <p>two trips for the Happy Go Lucky Seniors (10/3 fall foliage &amp; 12/4 Indian Head Resort) from their budget.</p> <ul style="list-style-type: none"> <li>• <b>Green Mountain Stage Race (GMSR):</b> The Selectboard received a letter requesting permission for the 09/01 race along Main Road from Rt. 17 to Hinesburg Hollow Road. Elliott noted that GMSR also provided their updated Certificate of Liability. Livak moved and Graver seconded to have Selectboard Chair Christiansen sign the <i>Statement of Consent to use Public Roads</i> provided by the Green Mountain Stage Race coordinator. Passed unanimously.</li> </ul> <p><b>Appointments</b></p> <ul style="list-style-type: none"> <li>• Livak moved and Graver seconded to appoint Dan Stoddard to the ad-hoc Buildings and Grounds Committee. Passed unanimously.</li> </ul> <p><b>Committee Updates</b></p> <ul style="list-style-type: none"> <li>• <b>Article 6 Committee</b> submitted a request to the Selectboard to have a Selectboard member attend their August 29th meeting (between 4pm-6pm) for the purpose of explaining the budget process. They would like more information on the Clerk and Treasurer's budget proposals. Members will check their calendars to see if anyone is available.</li> </ul> <p><b>Legislative Round Table 09/23/13</b></p> <ul style="list-style-type: none"> <li>• Senators Ayer &amp; Bray and Representatives Stevens &amp; Ellis will be attending the 9/23 Selectboard meeting. An ongoing list of possible topics will be maintained and will be included in a letter sent to them in advance. Possible topics so far: <ul style="list-style-type: none"> <li>○ PILOT</li> <li>○ Statewide property tax implication on municipalities</li> <li>○ Pre-bates &amp; Homestead changes</li> <li>○ Transportation – new gas tax (&amp; whether \$ will go back to the towns)</li> <li>○ CUSI (regional unit should be funded by county/state)</li> </ul> </li> </ul> <p><b>General Updates</b></p> <ul style="list-style-type: none"> <li>• Elliott is meeting with <u>VLCT PACIF on the property and vehicle</u> schedules on 8/8.</li> <li>• <u>VLCT Town Fair is Thursday 10/3</u>. The cost to attend just the morning session (no lunch) is \$25 per person.</li> <li>• <b>Truck Payment:</b> Treasurer Dan Stoddard has noted that the first payment for the new truck is due by 6/30/2014 which is earlier than originally anticipated. Elliott was asked to find out if this is the late date or the due date, and what the penalty would be for being late.</li> </ul> <p><b>Next Meeting</b></p> <ul style="list-style-type: none"> <li>• Elliott to poll members to confirm if we will have a quorum for the 8/19 meeting, and if not look into rescheduling to 8/26.</li> </ul> |
| <p><b>Adjournment</b></p>  | <p>Livak moved and Graver seconded to adjourn the meeting at 8:53 pm. Passed unanimously.</p>  |
|  | <p>08/05/13 – Meeting date<br/> 08/09/13 – Preliminary draft minutes to Selectboard / Clerk, Treasurer &amp; Auditors<br/> 09/09/13 – Final minutes approved by Selectboard<br/> 09/12/13– Approved minutes sent to Town Clerk</p>   |