Town of Huntington — Selectboard Meeting

Received for Record October 3, 2013 Town Clerk

Monday, September 09, 2013—6:00 pm Site Visit; 7:00 pm Meeting

Site Visit @ Lazy Brook Trailer Park; Meeting @ Town Office Building - downstairs

APPROVED MINUTES

Agenda	• Site Visit: Lazy Brook Trailer Park • Highway Department: Site visit findings; FEMA update; General updates • Public Comment • Chittenden Unit for Special Investigations • Minutes (of 8/5 & 8/19) and Warrants • Public Hearing: Town Hall Committee's Vermont Community Development Program (VCDP) Accessibility Modifications Grant Application • Administration & Planning: VCDP grant application resolution; Legislative roundtable topics; Administrative items; Correspondence; Committees • Other Business: Calendar review; New business
Selectboard members present:	Jim Christiansen (Chair), Dori Barton (Vice-Chair), Doug Graver (6:00 - 8:13pm), Everett Lewis, Jr., Roman Livak
Staff/Officials present	Yogi Alger (Road Foreman), Barbara Elliott (Town Administrator)
Others present	Kristine Bickford (CUSI-Childrens Advocacy Executive Director), Ruth Blodgett (Times Ink!), Edmund Booth, Terry Boyle, Joan Carson (CUSI-Board), Sandy Heyman, Duncan Keir, Barbara Felitti, Linda Fickbohm, Alison Forrest, Rick Moulton, Mariah Riggs, Mark Smith, Gary Starcheski, Dan Stoddard, Lt. Jim Whitcomb (VSP, Williston Barracks), Aaron Worthley
Site Visit	Selectboard members Christiansen, Graver, Lewis and Livak made a site visit to Lazy Brook Trailer Park (Lazy Brook Drive, Dogwood Lane, and Lincoln Hill Road) from 6:00 pm to 6:55pm.
Call to order	Christiansen called the meeting to order at 7:04 pm.
Highway Department *Follow-up: Elliott to send a letter via email to owner of the trailer park* *Follow-up: Elliott to invite TH9 property owners to 9/23 meeting*	**Site Visit Findings – Lazy Brook Trailer Park / Lincoln Hill Road** • Selectboard members Christiansen, Graver, Lewis and Livak conducted a site visit with Road Foreman Alger from 6:00pm-6:50pm. Their consensus is that the Town's culvert on Lincoln Hill Road is not causing the washout problems that have occurred over the past 10+ years at the trailer park. Christiansen noted that the property owners had an engineer look at the site but that his understanding is that a written engineering report is not available. • Selectboard requested Elliott notify Kevin Cosgrove (owner of Lazy Brook Trailer Park) that the Selectboard evaluated the site and their intention is not to move or otherwise address the Town's culvert on Lincoln Hill Road. **FEMA & Town Highway 9 (off Happy Hollow Road)** • Feedback from FEMA's initial visit was very positive. Alger hopes the remaining site work will be completed in the next 2-3 weeks so that we can prepare the final documentation and reporting. • Elliott and Alger discussed with our local FEMA representative the possibility of getting Town Highway (TH) 9 recovery work accepted as a FEMA project. They were told that the Town must be prepared to follow through on the reconstruction/repair work irrespective of whether federal funds for any portion of the work is made available. Members of the Selectboard expressed concern about setting a precedent, since the Town has not been maintaining Class 4 roads – and in fact, property owners along other Class 4 roads such as Stagecoach Road have been funding their own repairs and plowing. The Selectboard requested this be an agenda item for the 9/23/13 Selectboard

	meeting and that Elliott invite impacted property owners to the meeting. **General Updates** • Mowing should be completed in the next couple of days. Alger has submitted a request for line striping for the new Main Road pavement and has confirmed that we're on the State's painting list. • Robin Worn submitted information for the Selectboard's review regarding the use of rumble strips at the Town speed limit signs to remind people to slow down. She noted the strips could be located so they would not create a noise problem for nearby residents while providing much needed traffic calming.
Public Comment *Follow-up: Elliott to contact local bike clubs* *Follow-up: Elliott to investigate signage options*	**Bicycle & Motor Vehicle Safety** • Sandy Heyman raised concerns regarding bicycle/vehicle safety. She noted that while the majority of bicyclists (especially the club racers) are very respectful, there seems to be a growing number of bicyclists who ride 3 abreast and will not move to the side of the road when approached from the rear. She indicated there have been a number of times when she has been forced to cross the center line to pass – putting herself and oncoming traffic in jeopardy. Heyman also reported that she has been passed by bicyclists as she has headed north into the Lower Village. Since there is no way to identify these riders (no license plates), there is no recourse for follow-up. • Lt. Jim Whitcomb stated that the law references 'reasonableness' when it comes to bicycle road rules. He noted that some towns that have local police departments ticket bicyclists for speeding, failing to stop at stop signs and for other infractions. He also indicated that an effective strategy is to get the word out to bicycle clubs that the Town is serious about bicycle safety. • Christiansen suggested the Town investigate signage possibilities as well as add this to our list of issues for our upcoming Legislative Roundtable on 9/23.
Chittenden Unit for Special Investigations	Guests: Kristine Bickford—Executive Director of CUSI's Children's Advocacy Center; Joan Carson—Huntington resident, CUSI Board member and Director of Fletcher Allen Health Care's Sexual Assault Nurse Examiner program; and Lt. James Whitcomb—Vermont State Police, Williston Station Commander. • Visit Purpose & Overview: to talk about CUSI's work and funding needs. Packets of information including mission statement, case counts by Town, funding by Town, and staffing were distributed. • CUSI appreciates the $1000 annual contribution from Huntington, however it falls short of the population-based budget amount for the town, which is about $4,300. Selectboard will be entering the budget season soon and suggested CUSI submit data specific to Huntington as well as more details on their current funding and operating budget as part of their budget request. Discussion also included feedback from Selectboard members that this should be State or regionally funded and not assessed through property taxes. • CUSI Open House: Wednesday November 6, 2013 from 5-7pm at the Hotel VT.
Minutes (8/5 & 8/19) - MOTION	Livak moved and Lewis seconded to approve the draft minutes of 08/05/2013 and 08/19/2013. Passed unanimously.
Warrants	5 warrants were signed as presented.
Public Hearing: Town Hall Committee's Vermont Community Development Program (VCDP) Grant Application	Christiansen convened the public hearing at 8:02pm. Town Hall Committee (THC) members Barbara Felitti and Aaron Worthley gave an overview of the grant application and proposed ADA/accessibility modifications to the Town Hall building. Copies of the draft grant and the site plans were available for review at the Town Office building prior to and during the hearing. The THC stated that with the proposed renovations, the Town would be able to legally and officially open the upstairs to the public. The VT Arts Council grant that has been received is a 'thumbs up' for the project. Discussion topics / community input included: • Huntington Planning Commission (HPC): A letter of support from Knox

Cummin on behalf of the HPC was read, expressing wholehearted support for the preservation of the building and role the building plays in the character of the community, and supporting the grant application to improve accessibility.

- Ed Booth: Asked for clarification on the parking portion of the drawings. Worthley explained that current plans do not include paving the lot in front of the building. Booth also asked for clarification on the lift use in the event of an emergency. Worthley and Fickbohm stated that this will be done via landings adjacent to the escape doors on both the first and second floors.
- Rick Moulton: Asked for and received clarification from Worthley on the ramp grade and design. Moulton noted that the design of the ramp would preserve the look of the building.
- Jim Christiansen: Asked for clarification on whether the ramp design requires access from Ed Booth's property. Worthley stated that location adjustments may be able to be made, and indicated that a surveying is needed and that it will be necessary to address setback and/or zoning requirements. Christiansen noted that Main Road is a 4-rod road at the Town Hall. Worthley stated that the Ancient Road Committee's initial conclusion supported that, however there had not been a legal determination on whether it was 3-rods or 4-rods. He cautioned the Selectboard to tread lightly on assuming the full 4-rods. Christian asked Worthley if proceeding with the accessibility modifications would preclude the ability to move the building to a new location at some point. Worthley stated that it would not preclude a future move.
- Duncan Keir: Asked if a variance will be needed for the modifications. Worthley stated that variances will be needed for both sides of the building (for the modifications both at the front and the back of the building). Keir noted that with our aging population, the modifications are especially helpful for the aged. He also noted that he feels the THC has addressed both the septic and parking issues. He believes that between BPMS, the Town Office and rec field, and parking along the roadside, there is ample parking. He also noted that roadside parking would serve as traffic calming.
- Mark Smith: Asked for clarification on access to the lift at the rear of the building. Worthley indicated the front ramp would bring someone into the building and they would then cross the 1st floor to access the lift to the 2nd floor at the rear of the building. Fickbohm noted the importance of having shared access rather than forcing handicapped people to use a separate entrance. Smith lauded the THC for successfully addressing issues that have plagued the building renovation for years (such as septic, parking, ADA access), hailing the grant application as a watershed moment. He said it is very satisfying to see the renovation project reach this point.
- Dan Stoddard: Asked for clarification on the impact of snow removal on the available parking space in front of the building. Stoddard also mentioned that there had been a proposal years ago for a covered walkway to the rear of the building. Fickbohm stated that it was preferable to have a shared entrance. Stoddard also asked how the septic issues were addressed. Riggs explained that the 1,000 gallon holding tank will be self-contained and fitted with an alarm system to notify the septic pumping company when the tank capacity has reached 750 gallons—at which time they will pump the tank within 24 hours. Worthley noted that if the building capacity ever exceeds the current requirement to have just one bathroom, port-o-lets can be used for additional capacity. Felitti also noted that there is an option to pump sewage to the Fire Department's system should that be necessary down the road.
- Alison Forrest: Spoke passionately about how exciting it will be for the community to have accessibility to the second floor—especially for members of the dance community. She noted that the Capital City Grange in Montpelier

	has had great success in renting their building for alcohol-free dancing events—becoming a wonderfully wholesome, healthy and social institution. She noted that a large portion of the dancers in Montpelier are 25 and under. • Gary Starcheski: Commented that, as a martial arts instructor who uses the Town Hall, he can attest to what a fantastic floor the building has: great for bare feet; no splinters. He noted that people love the space. • Barbara Felitti: Bringing the building back into municipal use will be such a great asset to the community. At some point the downstairs could be used for municipal office space, meetings, events and/or use by the school. • Linda Fickbohm: Mentioned that several years ago during a discussion about Town building usage, Christiansen had stated that additional space may be needed at some point for Town government and that it would be good if the THC considered that possibility as they develop future plans and proposals. The proposed building changes and the VCDP grant do allow for that consideration in the future. • Aaron Worthley: Noted that some 150 people attended the Ice Cream Social on 9/8 – and parking did not seem to be an issue. People parked at the school, rec field, Town Office and along Main Road. Worthley also reported that he met with the property owners adjacent to the north property line, the Guilmartins, who had constructive suggestions to discourage people from blocking their driveway. • Dori Barton: Thanked the committee for all their work on this grant and the Arts Council grant. She also complimented the THC on their amazing job cleaning up the building – which now looks beautiful. Christiansen closed the Public Hearing at 8:59pm, thanking people for attending and participating in the discussion.
Administrative Items **MOTION: TOWN HALL GRANT APPLICATION TO VCDP** *Follow-up: All – Legislative Roundtable preparation*	**Selectboard Resolution Regarding the Town Hall Committee's Vermont Community Development Program (VCDP) Grant Application** • Livak moved and Lewis seconded that the Selectboard approve and sign the resolution for VCDP Grant Application Authority, and that the application be made and agreements entered into with the State of Vermont for the Town Hall Committee's grant application for an accessibility modification grant to the Vermont Community Development Program. Passed unanimously with 4 Selectboard members present and voting. Selectboard members signed the prepared resolution which was witnessed by the Town Clerk. **Administrative Items** • Legislative Round Table – September 23: Elliott outlined topics that were covered at the session 1 year ago as well as possible topics discussed at the last couple of Selectboard meetings. Christiansen will send out a draft list to all Selectboard members on Wed. 9/11. All other Selectboard members will send inputs before close of business Thursday. Elliott will then finalize the list with Christiansen before sending it on to the legislators on Friday 9/13.
Adjournment	Livak moved and Lewis seconded to adjourn the meeting at 9:05 pm. Passed unanimously.
	09/09/13 – Meeting date 09/16/13 – Preliminary draft minutes to Selectboard / Clerk, Treasurer & Auditors 09/23/13 – Final minutes approved by Selectboard 10/03/13– Approved minutes sent to Town Clerk