

Town of Huntington — Selectboard Meeting

Monday, February 03, 2014—6:30 pm

Town Office Building - downstairs

APPROVED MINUTES

RECEIVED

DATE February 24, 2014

<p>Agenda</p>	<ul style="list-style-type: none"> • Anticipated Executive Session – Employee Evaluation • Highway Department – Town Highway 9; Schedule Bridge 8 Scoping Meeting • Minutes and Warrants • Public Comment • Article 6 Committee – Update on information for Town Meeting, Town Report • Town Hall Committee – VCDP Grant Requirements • Huntington Conservation Commission – Recommendation to approve \$30,000 in Conservation Funds for Town Hall Committee • Administrative Items – Town Meeting preparation, VT Dry Hydrant request for \$100, Race 4 Sundaes, Rental of accessory dwelling, Olga Hallock Award • Other / New Business
<p>Selectboard members present:</p>	<p>Jim Christiansen (Chair), Dori Barton (Vice-Chair), Everett Lewis, Jr., Roman Livak</p>
<p>Selectboard members absent:</p>	<p>Doug Graver</p>
<p>Staff/Officials present</p>	<p>Clinton '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), John 'JB' Bryan, Andy Carlo, Dave Clark, Barbara Felitti, Linda Fickbohm, Alex Gedutis, Lucinda Hill, Buffy Miller, Gordon Miller, Rebecca Ryan, Cindy Sprague, David Worthley</p>
<p>Call to order</p>	<p>Christiansen called the meeting to order at 6:30 pm.</p>
<p>Executive Session</p> <p>MOTIONS: EXECUTIVE SESSION</p>	<ul style="list-style-type: none"> • Livak moved and Lewis seconded to go into Executive Session for the purpose of employee evaluation at 6:30pm. Passed unanimously with 4 members present and voting. • Livak moved and Lewis seconded to come out of Executive Session with no action having been taken at 6:46pm. Passed unanimously with 4 members present and voting.
<p>Highway Department</p> <p><i>Follow-up: Alger to secure cost estimates for TH9 Bridge repair</i></p> <p><i>Follow-up: Alger will block TH9 bridge with Jersey barricades.</i></p>	<p><u>Town Highway 9 (off of Happy Hollow Road)</u></p> <ul style="list-style-type: none"> • Alternatives outlined in the State's hydraulic study to address the damage to the TH9 bridge were reviewed. Alger will secure cost estimates for each alternative. The bridge provides access to two properties: a camp (approximately 1 acre) and a forest lot (approximately 220 acres). The primary usage has been access for 100,000 lb. logging trucks. • Carlo noted the potential danger of someone attempting to drive over the bridge without realizing it has collapsed. Alger will block bridge access with Jersey barricades. <p><u>Bridge 8 (known as Sheldrake Bridge – Main Road just south of Moody Road)</u></p> <ul style="list-style-type: none"> • The Town received the scoping report for Bridge 8 from Chris Williams, VTrans Structures Project Manager, and has been asked to schedule a publicly warned meeting to review the recommendations on the report.

<i>Follow-up: Elliott to warn the Bridge 8 Public Meeting</i>	<ul style="list-style-type: none"> The Selectboard set the date of April 7th 6:30pm-7:30pm for the public meeting. Elliott to notify adjacent property owners, general public, VTrans and CCRPC.
Minutes (01/20/2014)	Livak moved and Lewis seconded to approve the draft minutes of 01/20/2014 as presented. Passed unanimously with 4 members present and voting.
Warrants	3 warrants were signed as presented.
Public Comment	<p><u>Feedback on Appointed Official</u></p> <ul style="list-style-type: none"> Alex Gedutis attended to address concerns about a perceived lack of response to phone calls by the Fire Warden. Selectboard members clarified the scope of the Fire Warden's responsibility as well as what jurisdiction the Selectboard has over that role. Christiansen stated that the Selectboard would confirm the expectation that phone calls are answered and expressed appreciation to Gedutis for attending the meeting.
Article 6 Committee Report	<p>Committee members Dave Clark, Lucinda Hill and David Worthley attended to update the Selectboard on information that will be included in the Town Report and provided at Town Meeting.</p> <ul style="list-style-type: none"> Town Report will include a summary, a chart and graphs of the survey data collected, and job descriptions for both the Town Clerk and Town Treasurer. The Committee is not planning to make a formal presentation at Town Meeting but will be available to answer questions from the floor. The conclusion drawn by the Committee is that they feel there is no indication that the jobs of the Clerk and the Treasurer are not getting done; that their assumption is that the two individuals are, indeed, doing a good job; and that the Town is getting a good value. Elliott raised concern that omitting information about the differences in the towns that were included in the survey will make it difficult for the public to draw conclusions. Hours the offices are open to the public, office hours covered by the individuals, total hours worked by the individuals, the individuals' scope of responsibility and other variables are not identified in the information being included in the Town Report. Stoddard stated that comparing salaries for part-time versus full-time employees from towns with dramatically different operating budgets, without providing that information, is misleading.
Town Hall Committee (THC)	<p><u>Vermont Community Develop Program (VCDP) Grant</u></p> <ul style="list-style-type: none"> The Town Hall Committee (THC) provided a comprehensive list of requirements that need to be addressed in order to meet the VCDP grant stipulations including the need to adopt certain municipal policies and codes (such as a drug free workplace policy and ongoing awareness training; an anti-displacement plan; a code of ethics regarding women, minority and local businesses; etc.). The THC needs a minimum of \$35,000 in hand in order to demonstrate to VCDP that the THC can ensure the building will be open for year round use and that they will be able to have the roof repaired. The Huntington Historical & Community Trust (HHCT) has already awarded the THC a \$5,000 grant. The THC has applied for a \$30,000 grant from the Huntington Conservation Fund (to be discussed in the next agenda item). Additional funding is being sought for addressing roof repair. The THC plans to use the Town Hall Fund and Town Hall Insurance Fund for the \$19,000 required for operating expenses. Felitti will confirm what the Town's liability would be if they are not able to keep the building open all year long.

	<ul style="list-style-type: none"> • Livak questioned whether funds were actually available from the VT Housing & Conservation Board, as we had been told when Maple Wind Farm was seeking funding that there were no additional funds available. Felitti clarified that there is a funding cycle, and additional funds will be available after July 1. • The Committee will return to the February 17th Selectboard meeting for follow-up.
<p>Huntington Conservation Commission (HCC) – THC Conservation Fund Application</p> <p>MOTION: PUBLIC MEETING TO SOLICIT INPUT ON THE THC's CONSERVATION FUND APPLICATION FOR \$30,000</p>	<p>The Huntington Conservation Commission (HCC) recommended support for the Town Hall Committee's (THC) application for \$30,000 from the Conservation Fund and requested the Selectboard proceed with a public meeting to solicit public input on the application. Comments included:</p> <ul style="list-style-type: none"> • JB Bryan – the HCC has developed a review form to help determine what criteria a given application meets. In reviewing the THC application, they found that the application meets criteria in each of the criteria categories. The HCC voted 5/0 in favor of supporting the THC application. Even if the voters decided down the road to sell the Town Hall building, the investment dollars made could be recouped in the sale price. • Rebecca Ryan – noted that the funds requested will leverage a substantial amount of additional funds. • Jim Christiansen – asked if the HCC had developed other ideas/goals for proactively utilizing/earmarking Conservation Funds, for example, for purchasing forest land or if the Commission's intention is to continue to focus on fielding requests as they are made to the HCC. • Cindy Sprague – responded that the HCC is looking at acquiring more accessible forest land, but that it is a slow process. The HCC would like to develop a clearer vision for the fund and make recommendations for refining the application and criteria evaluation process. She indicated that the THC request equates to about 2-years of taxpayer contribution to the Conservation Fund and that the Commission supports the THC application. <p>MOTION: Livak moved and Lewis seconded that the Selectboard hold a public meeting on February 17th, as part of the regularly scheduled Selectboard meeting, for the purpose of soliciting community input regarding the Town Hall Committee's application for a \$30,000 grant from the Huntington Conservation Fund. Passed unanimously with 4 members present and voting.</p>
<p>Administrative Items</p> <p><i>Follow-up: Elliott to contact, Alger, HPC Chair & Stoddard regarding providing information/answering questions at Town Meeting.</i></p>	<p>Town Meeting Preparation</p> <ul style="list-style-type: none"> • Selectboard members will identify 'spokespersons' for applicable Town Meeting articles. Assignments will be made at the February 17 Selectboard meeting. • Article 5: Addition to Sand Shed – will need to address benefits and how the project ties to the capital plan. Alger should be prepared to discuss the proposed design and construction of the addition. • Article 6: If Article 5 is NOT passed, then this will need to be amended on the floor. • Articles 5 & 6: Elliott to contact Treasurer Dan Stoddard about addressing potential questions from the floor regarding what the fund balance is and where the funds came from. • Elliott to contact HPC Chair Knox Cumming about having the HPC introduce and address potential questions from the floor about Article 9 (regarding the number of HPC members) and Article 10 (regarding moving from a Planning Commission / Zoning Board of Adjustment (PC/ZBA) planning structure to the model of a Planning Commission / Development Review Board (PC/DRB)).

<p><i>Follow-up: Elliott to process donation paperwork</i></p> <p>MOTION: RACE 4 SUNDAES TRAFFIC ENFORCEMENT</p> <p><i>Follow-up: Elliott to notify Race 4 Sundaes Committee & VSP</i></p> <p><i>Follow-up: Elliott to draft response to accessory dwelling correspondence</i></p> <p><i>Follow-up: Elliott to remind Selectboard of calendar change</i></p>	<p>Vermont Dry Hydrant Program</p> <ul style="list-style-type: none"> Request for a donation of \$100 was received from the Vermont Rural Fire Protection Task Force in support of the Vermont Dry Hydrant Program. Fire Chief Jeffrey would like to make this donation from the Fire Department's operating budget. Over the years, Huntington has received 6 grants from this program. Selectboard concurred that it would be good to make this contribution. Elliott will process the donation paperwork. <p>Race 5 Sundaes</p> <ul style="list-style-type: none"> Correspondence was received from the Race 4 Sundaes organizers requesting the Selectboard support this year's June 28 race with traffic enforcement through the Town's Vermont State Police (VSP) contract. The Town would be listed as a race sponsor. The race raises funds for our local Neighbor Helping Neighbor (NHN) fund. As full disclosure, Elliott informed the Selectboard that she is now Chair of the NHN Oversight Committee. <p>MOTION: Livak moved and Barton seconded that the Selectboard again support the annual Race 4 Sundaes by providing coverage under the Town's Vermont State Police Contract (VSP) for traffic enforcement. Passed unanimously with 4 members present and voting. Elliott to notify the race organizers and the VSP.</p> <p>Rental of Accessory Dwelling</p> <p>The Selectboard received communication regarding the Zoning Administrative Officer's determination regarding a real estate listing for a property that includes an accessory dwelling. Elliott to draft a response letter for review at the February 17 Selectboard Meeting</p> <p>April Selectboard Meeting Schedule</p> <p>The Selectboard decided to move the regularly scheduled April 21 meeting (which is during the school spring break) to April 28. Elliott will email a reminder to Selectboard members so everyone can update their calendars.</p>
<p>Executive Session – Olga Hallock Award</p> <p>MOTION: OLGA HALLOCK AWARD RECIPIENT</p>	<p>Livak moved and Lewis seconded to enter Executive Session at 8:50pm for the purpose of reviewing nomination for the annual Olga Hallock Award.</p> <p>Livak moved and Lewis seconded to exit Executive Session at 8:59pm.</p> <p>On a motion made by Lewis and seconded by Livak, a unanimous decision (with 4 members present and voting) was made on the recipient for this year's Olga Hallock award. The announcement of the recipient will be made at Town Meeting.</p>
<p>Adjournment</p>	<p>Livak moved and Lewis seconded to adjourn the meeting at 9:00pm. Passed unanimously with 4 members present and voting.</p>
	<p>02/03/14 – Meeting date 02/07/14 – Preliminary draft minutes to Selectboard / Clerk, Treasurer & Auditors 02/17/14 – Final minutes approved by Selectboard 02/18/14 – Approved minutes sent to Town Clerk</p>