

Town of Huntington — Selectboard Meeting

Monday, February 16, 2015—6:30 pm

Town Office (downstairs)

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APPROVED MINUTES

DATE *March 5, 2015*

<p>Agenda</p>	<ul style="list-style-type: none"> • Public Comment • Highway Updates: One-ton Truck Quotes / Town Meeting Article; December 2014 Storm – FEMA Status; Driveway permit application/740 Bert White Road (postponed); Other / New Business • Town Meeting Preparation: Article Review with Town Moderator Dana Cummings; Review of Anticipated Questions / Concerns for Each Article; Other Town Meeting Preparation Requirements / Recommendations <ul style="list-style-type: none"> o Administration: Warrants; Minutes; Correspondence & Communication; March 16th Selectboard Meeting Schedule & Town Hall Easement/Conveyance Public Information Meeting; Other/New Business; Commission, Board, Committee & Department Updates
<p>Members present:</p>	<p>Jim Christiansen (Chair), Dori Barton (Vice-Chair), Andrew Hendrickson, Roman Livak, Nancy Stoddard</p>
<p>Staff/Officials present</p>	<p>Barbara Elliott (Town Administrator), Heidi Racht (Town Clerk)</p>
<p>Others present</p>	<p>Ruth Blodgett, Dana Cummings, Lucinda Hill, Helen Keith</p>
<p>Call to order</p>	<p>Christiansen called the meeting to order at 6:30 pm.</p>
<p>Highway Items</p>	<p><u>One-Ton Truck / Town Meeting Article</u></p> <ul style="list-style-type: none"> • Road Foreman Alger will be attending the March 2nd Selectboard meeting to review the proposed new one-ton truck quotes and specifications. <p><u>December 2014 Storm / FEMA Status</u></p> <ul style="list-style-type: none"> • Elliott attended the FEMA/Vermont Emergency Management (VEM) mandatory applicant briefing. Approved projects will receive a 75% FEMA and a 7.5%, 12.5% or 17.5% State reimbursement depending on specific criteria a municipality has met. Huntington is not eligible for the 17.5% rate because our conditional use regulations allow building within the flood hazard zones. However, we have met all the criteria for the 12.5% reimbursement rate, which includes having the following in place: Local Emergency Operations Plan filed with the State; adoption of the 2013 VTrans Transportation Standards with annual certification of compliance; participation in the National Flood Insurance Program; and having a Hazard Mitigation Plan in place. • We are waiting for FEMA to schedule kick-off meetings. We anticipate this happening soon since Huntington was included in the Preliminary Damage Assessment (PDA) conducted by FEMA. Projects between \$3,040 and \$121,599 will be considered 'small projects' and those above \$121,600 will be categorized as large projects (with more extensive reporting requirements). Since we do not know what debris work will be approved for Huntington, we do not know whether we will be categorized as a small or large project. • Elliott developed checklists for tracking the multitude of overall municipal disaster assistance steps/requirements for FEMA & State reimbursement and for individual project tracking. VEM plans to incorporate this as part of the resources/tools they provide municipalities.

	<p><u>Driveway Permit Application for Bert White Road</u></p> <ul style="list-style-type: none"> The Selectboard will consider this permit after it is approved by the DRB.
<p>Town Meeting Prep</p> <p><i>Follow-up: Elliott to update Town Meeting resource document</i></p>	<ul style="list-style-type: none"> The Selectboard reviewed their resource / planning document outlining special notes for each Town Meeting Article – including who will introduce each article, items to highlight, and other special notes. Elliott will update the resource document with notes from the meeting. The Selectboard noted a couple of errors / omissions in the newsprint Town Report which were passed on to Racht so the archival copy can be corrected.
<p>Administration</p> <p>MOTION: MINUTES APPROVAL</p> <p>MOTION: LAPTOP/DOCKING STATION PURCHASE</p>	<p><u>Signing of Warrants</u></p> <ul style="list-style-type: none"> 1 warrant was signed as presented. <p><u>Approval of Minutes</u></p> <ul style="list-style-type: none"> MOTION: Livak moved and Stoddard seconded to approve the draft minutes from the 02/09/2015 Selectboard meeting, as edited. Passed unanimously with 5 members present and voting. <p><u>Correspondence & Communications</u></p> <ul style="list-style-type: none"> Racht provided the Selectboard an updated list of approved catering permits. <p><u>Other / New Business: Town Office Computer</u></p> <ul style="list-style-type: none"> Elliott’s computer is non-functional; initial troubleshooting indicates power supply or mother board failure. Selectboard members previously suggested a laptop with a docking station would be a good investment for use by the Town Administrator and Selectboard – especially during the budget season. MOTION: Livak moved to authorize the Town Administrator to purchase a laptop and docking station in an amount not to exceed \$2,000. Once her ‘old’ computer is fixed, it will replace one of the other older models in the office. Passed unanimously with 5 members present and voting. Hendrickson volunteered to work with Elliott and Dan Stoddard (our in-house IT resource) on specifications for the new unit. He also recommended we develop an IT Plan that includes a 5-year replacement cycle. This would help inform the IT budget.
<p>Public Comment</p> <p>MOTION: LETTER REGARDING LACK OF MMMUSD BUDGET DETAIL</p>	<p><u>Helen Keith – MMMUSD Budget Line Item Detail</u></p> <ul style="list-style-type: none"> Keith raised concern that MMMUSD did not provide line item detail for Huntington’s portion of the revenue and expenses for grades 5-12, as has traditionally been done in the past. Without this information, voters are unable to make an informed decision at Town Meeting on the budget. Other Selectboard members reported this concern has been brought to their attention by other community members who are looking to the Selectboard to help request this information be provided prior to Town Meeting. MOTION: Livak moved and Hendrickson seconded that the Chair of the Selectboard write a letter to Superintendent Alberghini (with copies to the MMMUSD Board Chair, Vice-Chair and Huntington Representatives; the Secretary of Education; the BPMS School Board Chair; and our State Senators and Representatives) requesting that line item detail be provided on the Huntington portion of the 5-12 budget, as has traditionally been presented, and that this be sent to the Selectboard no later than the close of business on February 23, 2015 so that it can be made available to Town residents prior to Town Meeting. Passed unanimously with 5 members present and voting.

MOTION: ADJOURNMENT	MOTION: Livak moved and Hendrickson seconded to adjourn the meeting at 8:40pm. Passed unanimously.
	02/16/15 – Meeting date 02/18/15 – Draft/unapproved minutes distributed and posted on website. 03/02/15 – Final/approved minutes approved 03/05/15 – Approved minutes sent to Town Clerk for recording & website posting