

Town of Huntington — Selectboard Meeting

Monday, August 17, 2015—7:00 pm

Town Office – Downstairs

APPROVED MINUTES

RECEIVED

DATE

[Signature]
 September 15, 2015



<p>Agenda</p>	<ul style="list-style-type: none"> • Public Comment • Highway & Administration <ul style="list-style-type: none"> ○ Offer regarding Camels Hump Road traffic study ○ Update on Lower Village traffic calming ○ Highway work schedule, updates & other/new business ○ Minutes & Warrants approval ○ Contracts (fire extinguishers; plowing) ○ Correspondence & communications • Subcommittee Updates • Other/New Business
<p>SB Members present:</p> <p>SB Members absent:</p> <p>Staff /Officials Present:</p> <p>Others Present:</p>	<p>Dori Barton (Chair) , Helen Keith, Roman Livak, Nancy Stoddard (Vice-Chair)</p> <p>Andrew Hendrickson</p> <p>Clinton 'Yogi' Alger (Road Foreman), Barbara Elliott (Town Administrator)</p> <p>Ruth Blodgett (Times Inkl), Duncan Keir, Miles Manikian, Rachel Miller Manikian, Bill Menning, Ross Ogilvie</p>
<p>Call to order</p>	<p>Barton called the meeting to order at 7:01 pm.</p>
<p>Public Comment</p> <p>MOTION - APPOINTMENT</p>	<p><u>Huntington Energy Committee (HEC) request for appointment</u></p> <ul style="list-style-type: none"> • Ross Ogilvie, HEC Chair, attended to request the Selectboard appoint Eloise (Ella) Bisbee to the HEC for a one-year term through August 2016. Bisbee, an MMU senior, has been participating as a volunteer with HEC since late winter. Bisbee submitted an impressive letter of interest to the Selectboard and Ogilvie spoke highly of Bisbee's work with HEC. • <u>MOTION for APPOINTMENT:</u> Livak moved and Stoddard seconded that in accordance with the Huntington Energy Committee's (HEC) recommendation, the Selectboard appoint Eloise (Ella) Bisbee for a one-year term to the HEC. Passed unanimously with four members present and voting. • Ogilvie shared the new HEC logo, designed by an MMU art class student. The logo will be used on a banner, letterhead, etc. <p><u>Culvert issue impacting 1150 Hinesburg Hollow Road – Miles & Rachel Manikian</u></p> <ul style="list-style-type: none"> • The Manikian's attended to address concerns with flooding on their property caused by issues with culverts near their home. Alger reported

Follow-up: Livak to report further on 9/14 regarding Stormwater Runoff project

MOTION - MINUTES

Upcoming Highway Expenses

- Alger reported that the Truck #1 dump body needs to be painted (\$3,000) and the backhoe needs to be repaired (\$6,000-\$6,500). While there are funds in the budget for equipment repair, Alger highlighted that these are significant costs.
- Alger reported that the cost estimate from ECI for blacktop paving on Main Road (where culverts have been replaced this summer is) \$9,000.

Huntington Woods Project

- Alger reported on the major road and culvert work that is in process. Elliott noted that residents have expressed appreciation and have commented on Alger's and the Road Crew's highly professional work.
- Alger, Barton, and Livak will address concerns raised regarding the curve at 100 Huntington Woods Road at an on-site meeting 8/20 at 7:20am.

Town Garage Stormwater

- Livak reported that the Huntington Conservation Commission (HCC) is working with the Friends of Winooski River (FRW) on stormwater runoff from Main Road that flows down the Recreation Field/Town Garage driveway and feeds sediment and pollutants into the Huntington River. Elliott and Alger have participated in initial assessments. The impact of new legislation on towns to address stormwater runoff is still pending.
- It was recommended that HCC work with the Buildings & Grounds Committee, and that perhaps Ross Ogilvie could assist with surveying.
- Livak will provide further update at the 9/14 Selectboard meeting.

Upcoming Work Schedule:

- 8/3-20: Huntington Woods ditching and culvert project
- 8/24-26: culvert replacement on Camels Hump Road, Pond Road, and Texas Hill Circle
- September: Structures Grant work on the Main Road culvert near Trapp Road and the culvert on Sherman Hollow Road near the Birds of Vermont museum will be contracted out.
- Roadside mowing and touch-up work with the grader is ongoing.
- September/October: ECI paving – Main Road culverts
- Fall: Replacement of culvert at the bottom of Lincoln Hill Road
- Fall: Moody Road project

ADMINISTRATION

Approval of Minutes

- **MOTION:** Livak moved and Stoddard seconded to approve the 07/20/2015 Selectboard meeting minutes, with a correction that the Committee/Board/Commission/Department Appreciation Event will be held 9/28. Passed unanimously with 4 members present and voting.

SIGNING - WARRANTS

Follow-up: Elliott to continue researching burn incident

Signing of Warrants

- 4 new warrants were signed as presented and 3 warrants which were prepared and signed by the Chair and Vice-Chair after the Selectboard’s 7/20 meeting were signed by the other Selectboard members present.

Correspondence & Communications

- **Bridge Street Burn Incident:** Elliott was notified on August 3 of an alleged illegal burning incident on Bridget Street. She contacted Fire Warden Ken Russin to request he investigate the incident. The Town received a copy of a letter dated August 7 from Richmond Police Officer Brett Lindemuth to the tenant at 222 Bridge Street that accompanied a formal violation/ticket for the offence. Elliott has initiated contact with Lindemuth to clarify the Richmond Police Department’s involvement.
- **Notices of Violation:** Elliott received copies of notices of violation issued by the Zoning Administrative Office regarding 1) a fence setback violation at Huntington Woods and 2) the construction of a porch and accessory apartment without the required permits.
- **Mandated Reporting:** Elliott forward a copy of a letter received from the Department of Children and Families regarding mandated reporting requirements that apply to rescue squads and recreation programs.
- **Updated Listings:** Elliott distributed updated copies of the Town’s current Elected Officials, Appointed Officials, and employees.

Subcommittee Updates

Buildings & Grounds (B&G)

- B&G will be utilizing the reports and tools developed in 2013 to review projects (completed, in process, pending, new) with building stewards.
- The Fire Department would like to add rebuilding the driveway apron to the project list.
- HCC is interested in pursuing a Stormwater Runoff project at the Town Garage/Rec Field.
- B&G will be developing a building maintenance spreadsheet to facilitate analyzing “what if” scenarios for capital planning and budgeting.
- Elliott reported that Camels Hump Landscaping notified the Town that they are no longer doing winter plowing. Elliott requested that the Building & Grounds Committee (chaired by Selectboard member Andrew Hendrickson) be authorized to establish the new Winter Plowing and new Fire Extinguisher contracts. Selectboard members concurred.

Finance

- The next meeting is 8/25 at 5:30pm. Work is in process.

HR

- HR is looking at benefits information. Survey information was received from 6 or 7 towns. Work in process includes updating job descriptions using a standardized format proposed by Stoddard. The committee is also looking at overtime policies and practices.

New Business	<u>Education Tax Rate:</u> <ul style="list-style-type: none"> Keith reported that she is researching background information regarding the Education Tax Rate reflected on our tax bills.
Recognition Event	<u>Save the Date: Monday September 28, 2015 @ 7pm</u> <u>Recognition Dessert</u> <u>For Committees, Boards, Commissions, Departments & Officials</u> <ul style="list-style-type: none"> The Selectboard will hold a 'Dessert Celebration' at 7pm at the Town Hall to recognize the tremendous efforts and contributions made by the Town's various boards, committees, commissions, departments, and officials. Stay tuned for more details. A public hearing will also be held on 9/28 at the Town Hall regarding the improvements made to the Town Hall through the VCDP grant.
MOTION: ADJOURNMENT	<u>MOTION:</u> Livak moved and Stoddard seconded to adjourn the meeting at 8:36pm. Passed unanimously with 4 members present and voting.
	08/17/15 – Meeting date 08/21/15 – Draft/unapproved minutes distributed and posted on website. 09/14/15 – Final/approved minutes approved 09/15/15 – Approved minutes sent to Town Clerk for recording & website posting