

Town of Huntington — Selectboard Meeting

Monday, September 14, 2015—7:00 pm
Town Office – Downstairs



APPROVED MINUTES

RECEIVED *MB*
DATE September 28, 2015

<p>Agenda</p>	<ul style="list-style-type: none"> • Public Comment • Highway & Administration <ul style="list-style-type: none"> ○ Update on Lower Village traffic calming ○ Moody Road Project – roadway re-alignment ○ PACIF/VLCT Equipment Grant ○ FEMA Updates: June Rain Storm; Hazard Mitigation House Elevation Project ○ Work Schedule & General Updates ○ Other/New Business • Administration & Planning <ul style="list-style-type: none"> ○ Committees-Boards-Commissions <ul style="list-style-type: none"> ▪ Conservation Commission: Lake Champlain Basin Pollution Grant application approval request; Update on Town Forest easement ▪ Planning Commission: Municipal Planning Grant application approval request for FY16-17 budget ○ Administration <ul style="list-style-type: none"> ▪ Minutes & Warrants approval ▪ Contracts (fire extinguishers; plowing) ▪ VEC Underground Line Permit – Pond Road line relocation ▪ Correspondence & communications ▪ Other/New Business ○ Planning <ul style="list-style-type: none"> ▪ Proposed Fall/Winter Selectboard Calendar ▪ 9/28 Town Volunteer Appreciation Dessert ▪ 10/5 Quarterly Subcommittee Check-in (homework) ○ Other/New Business
<p>SB Members present:</p>	<p>Dori Barton (Chair) , Andrew Hendrickson, Helen Keith, Roman Livak</p>
<p>SB Members absent:</p>	<p>Nancy Stoddard (Vice-Chair)</p>
<p>Staff /Officials Present:</p>	<p>Barbara Elliott (Town Administrator)</p>
<p>Others Present:</p>	<p>Ruth Blodgett (Times Inkl), Dean Grover, Everett Marshall, Darlene Palola, Mark Smith, Jenna Whitson</p>
<p>Call to order</p>	<p>Barton called the meeting to order at 6:59 pm.</p>
<p>Public Comment</p>	<ul style="list-style-type: none"> • Livak noted that he had recorded the traffic decibel level in front of his house (Main Road, Hanksville) at 95 decibels.

<p><i>Follow-up: Elliott & Alger need to complete the FEMA paperwork</i></p> <p><i>Follow-up: Elliott will continue follow-up on the Hazard Mitigation Elevation project.</i></p> <p><i>Follow-up: Elliott to follow up on the sign and culvert inventories with CCRPC</i></p> <p>MOTION: SAND SHED ELECTRICAL WORK</p> <p><i>Follow-up: Elliott to contact Fargo Brook Electric</i></p> <p><i>Follow-up: Livak will provide update at 9/21 Selectboard meeting</i></p>	<p>the grant awarded by PACIF/VLCT.</p> <p><u>FEMA Updates</u></p> <ul style="list-style-type: none"> • June Rain Storm: All information needs to be pulled together for materials, equipment and labor (by road that was damaged) in order to file the FEMA reimbursement requests. • Hazard Mitigation House Elevation Project: Elliott will confirm that the Huntington Acres homeowner is still interested in pursuing the elevation project. If they are committed to the project, Elliott will contact CCRPC to see if they are interested in contracting with us, as part of the grant, to lead the project management effort on behalf of the municipality. <p><u>Work Schedules & General Updates</u></p> <ul style="list-style-type: none"> • The Highway work schedule is now posted on the Town website (www.huntingtonvt.org). Check there for ongoing/updated information. • Selectboard members would like to know why there is a 25 mph sign on Taft Road between Terrien Road and the Taft Farm. Livak will follow up. • CCRPC has completed an updated sign inventory for the Town. Elliott will try to pick up the new maps at Wednesday's CCRPC Board meeting. Elliott will also contact CCRPC for a status on the culvert inventory. • Road Crew, Town Administrator and one firefighter attended a VLCT PACIF flagging class and are now recertified through August <p><u>Other/New Business</u></p> <ul style="list-style-type: none"> • Sand Shed Addition Electrical Work <ul style="list-style-type: none"> ○ MOTION: Livak moved and Hendrickson seconded that the Huntington Selectboard grant an exception to the pricing guidelines, as outlined in Huntington's Purchasing Policy (adopted 9/12/2010) and hire Fargo Electric for the Town Garage Sand Shed addition electrical work for a cost of \$6,555. Passed unanimously with 4 members present and voting. ○ The Selectboard requested Elliott contact Fargo Brook Electric to notify them that work can commence once they have sent in an updated Certificate of Liability naming the Town as insured. ○ The Selectboard noted that going forward, they would like to make sure that a minimum of 2 quotes (verbal or written) are gotten for purchases greater than \$500 and less than \$5,000, and that a minimum of 3 written quotes are obtained for amounts of \$5,000 or more. ○ Livak will update the Selectboard on 9/21 regarding the overall financial status of the Sand Shed project.
<p>Committees-Boards-Commissions</p> <p>MOTION: LAKE CHAMPLAIN BASIN POLLUTION</p>	<p><u>Huntington Conservation Commission (HCC)</u></p> <p><u>Lake Champlain Basin Pollution Prevention Grant</u></p> <ul style="list-style-type: none"> • HCC member Darleen Palola presented information and answered questions about this grant opportunity. • MOTION: Livak moved and Hendrickson seconded that the Huntington

- All fire extinguishers, signs and emergency lighting in the Fire Station, Town Garage, Town Hall and Town Office buildings have been checked and brought up to code.
- PACIF/VLCT insurance agent Jeff Thies was here and checked our Huntington Center Town buildings (including the Sand Shed and new Sand Shed addition). Theis will submit a report that includes any findings for follow-up. During the site visit he indicated there are no major issues or concerns.

St. Amour / 1865 Happy Hollow Quit Claim Deed

- Elliott reported that the quit claim deed was reviewed, amended and approved by our Town Attorney, Jim Carroll. Mary Taft, our Town Agent, has signed the quit claim deed and it has been submitted for recording in the land records. (Note: A motion from the 1/5/2105 Selectboard meeting authorized this action: *“Livak moved and Stoddard seconded that after perusal and approval by Huntington’s Town Attorney Jim Carroll, and at the expense of Linda St. Amour for both her and the Town’s legal fees, that the Town sign a quit-claim deed and/or other documentation approved by Carroll in order to remove the parcel from Town Ownership. Passed unanimously with 5 members present and voting.”*

VEC Underground Line Perming – Pond Road Line Relocation

- **MOTION:** Livak moved and Hendrickson seconded that the Huntington Selectboard sign the Pond Road Underground Line Permit for VEC and that it be submitted to VEC as conditionally approved based upon receipt back of the original document signed by a duly authorized agent of VEC. Passed unanimously with 4 members present and voting.

Correspondence & Communications

- **Race 4 Sundaes/Neighbor Helping Neighbor**
 - The Race Committee thanked the Town for assistance with Traffic Control during the race. Elliott will be working with the Fire Department and VSP to ensure any concerns with traffic control / flagging are addressed prior to the June 2016 race.
- **Letter of Concern – Lower Village Traffic Speed**
 - The Selectboard reviewed the letter submitted by Nancy Grover. The Chair will send an email response outlining activities to date and recommending Grover contact the Ad Hoc Lower Village Traffic Calming Committee Co-Chairs (Helen Keith and Dean Grover) for further information.
- **Lawsuit: Alleged Property Damage**
 - Barton notified the Selectboard that the Town has been named as a defendant in an alleged property damage suit. VLCT has determined at this point that they will defend the Town without

Follow-up: Elliott will work with Fire Department & VSP on logistics for the 2016 Race.

Follow-up: Elliott to work with Chair Barton on a response to Grover’s concerns.

	<ul style="list-style-type: none"> • <u>Selectboard Homework: 10/5 Subcommittee Quarterly Reports</u> <ul style="list-style-type: none"> ○ Barton distributed a handout to Selectboard member for homework she would like to have completed by each subcommittee prior to the October 5, 2015 Selectboard meeting. ○ Elliott will distribute the work prioritization spreadsheet for Selectboard members to input and return their updates.
Recognition Event	<p><u>Save the Date: Monday September 28, 2015 @ 7pm</u></p> <p><u>Recognition Dessert</u></p> <p><u>For Committees, Boards, Commissions, Departments & Officials</u></p> <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 Hendrickson seconded to adjourn the meeting at 9:31 pm. Passed unanimously with 4 members present and voting.
	<p>09/14/15 – Meeting date</p> <p>09/16/15 – Draft/unapproved minutes distributed and posted on website.</p> <p>09/21/15 – Final/approved minutes approved</p> <p>09/24/15 – Approved minutes sent to Town Clerk for recording & website posting</p>