

Town of Huntington — Selectboard Meeting

Monday, October 5, 2015—7:00 pm
Town Office – Downstairs



APPROVED MINUTES

RECEIVED

DATE October 22
2015

<p>Agenda</p>	<ul style="list-style-type: none"> • Public Comment • Highway & Administration <ul style="list-style-type: none"> ○ Driveway Permit: request for 2 driveway cuts at 15 Hinesburg Hollow Road ○ Special Project & Work Updates • Mount Mansfield Community TV (MMC-TV) • Committees-Boards-Commissions <ul style="list-style-type: none"> ○ Conservation Commission: Town Forest: 1) recommendation for Catamount Trail Association easement; 2) recommendation for Camels Hump Nordic Ski Association access; 3) recommendation to sell the Town Forest • Administration & Planning <ul style="list-style-type: none"> ○ Administration <ul style="list-style-type: none"> ▪ Minutes & Warrants approval ▪ Contracts (fire extinguishers; plowing; phones) ▪ Correspondence & communications ○ Planning <ul style="list-style-type: none"> ▪ 10/5 Quarterly Subcommittee Check-in (homework) ▪ Preliminary FY 16-17 Budget Requests
<p>SB Members present:</p>	<p>Dori Barton (Chair), Andrew Hendrickson, Helen Keith, Roman Livak, Nancy Stoddard (Vice-Chair)</p>
<p>Staff /Officials Present:</p>	<p>Clinton 'Yogi' Alger (Road Foreman), Barbara Elliott (Town Administrator)</p>
<p>Others Present:</p>	<p>Ruth Blodgett (Times Ink!), Terry Boyle, Angelike Contis, Bill Hegman, Sheri Lynn, Rebecca Ryan, Troop 645 (John Christiana, Peter Christiana, Akash Kushwaha, Tamara Kushwaha, Douglas Levine), Jenna Whitson, Robin Worn, Aaron Worthley, Meadow Worthley</p>
<p>Call to order</p>	<p>Vice-Chair Stoddard called the meeting to order at 6:59 pm. Chairperson Barton arrived at 7:30pm and led the meeting after the conclusion of the MMC-TV agenda item.</p>
<p>Public Comment</p>	<ul style="list-style-type: none"> • Members of the public did not offer general comments.
<p>Highway</p>	<p><u>Driveway Permit Application – 2 cuts at 15 Hinesburg Hollow Road</u></p> <ul style="list-style-type: none"> • The Selectboard discussed a driveway permit application submitted for 2 driveway cuts for a duplex being built at 15 Hinesburg Hollow Road. • Road Foreman Alger stated that a single driveway cut presents a greater traffic safety concern than having 2 driveway cuts at this location. He indicated there are no culverts associated with the proposed driveways,

<p>MOTION: MMC-TV further exploration (passed)</p> <p><i>Follow-up: Selectboard to further explore taping of different types of meetings</i></p>	<p>airing of Selectboard, DRB, town meetings, School meetings, and cultural events for other towns. The MMC-TV board would like to extend coverage to include Huntington. Contis estimated there are less than 100 households with MMC-TV cable coverage in Huntington, however MMC-TV also provides Vimeo and live streaming. Taping is done with either MMC-TV staff or volunteers. Contis indicated that filming does change the dynamics of meetings. Among the options presented were: covering 1-3 big meetings per year; a volunteer using a little taping camera that is quite unobtrusive; live streaming; and producing more polished films (for a fee).</p> <ul style="list-style-type: none"> • MOTION: Livak moved and Keith seconded that the Huntington Selectboard proceed with further exploration regarding the taping of Selectboard meetings, informational sessions and/or public hearings with MMC-TV. Passed unanimously with 5 members present and voting. • Keith urged the board to try this out on a Selectboard meeting this fall. Hendrickson proposed that the first step should be to determine the kind of meeting that we want to have taped. The Selectboard decided to continue discussion of whether there are specific types of meetings they would like to consider having taped. Barton stated that this will be on a future Selectboard agenda.
<p>COMMITTEES – BOARDS – COMMISSIONS</p> <p>MOTION: CTA Town Forest Easement (passed)</p>	<p><u>Huntington Conservation Commission (HCC)</u></p> <ul style="list-style-type: none"> • Rebecca Ryan, HCC co-chair, outlined 3 key projects the HCC has been considering for the Town Forest: a permanent easement for the Catamount Trail Association (CTA); a permanent easement or letter of agreement with Camels Hump Nordic Ski Association (CHNSA); and sale of the Town Forest property to an adjacent landowner. • <u>CTA Easement:</u> HCC has responded to the questions raised by the Town Attorney and would like the Selectboard to proceed with approval. <ul style="list-style-type: none"> ▪ MOTION: Stoddard moved and Livak seconded that the Huntington Selectboard proceed with granting and signing a permanent easement to Catamount Trail Association for proposed trails on the Town Forest, subject to the review and approval of the Town Attorney and subject to additional costs and fees associated with the easement being paid for by the Catamount Trail Association (CTA). Passed unanimously with 5 members present and voting. • <u>CHNSA Easement:</u> HCC is considering an easement or a letter of agreement for the Camels Hump Nordic Ski Association (CHNSA) use of trails through the Town Forest. Concern was expressed that these trails not become mechanized trails. The Selectboard indicated that a letter of agreement would be more appropriate than a permanent easement, however the board will hold off on a decision at this time.

<p><i>Follow-up: A public hearing should be scheduled regarding a proposal to sell the Town Forest</i></p>	<ul style="list-style-type: none"> • Proposal to Sell the Town Forest: HCC presented some history on the Town Forest that included their previous interest in purchasing forest and riverfront property on Mayo Road, however that opportunity did not work out. The HCC has hiked the existing Town Forest and finds that access to this 'land locked' property is difficult. HCC also reviewed the 2009 Town Forest report for recommendations and guidance on the existing Town Forest property. At this juncture, an adjacent property owner approached the HCC with an offer to purchase the property for limited forest management and conservation purposes. HCC is recommending the sale of the property contingent upon a permanent conservation easement for the entire property and permanent access for CTA and CHNSA. The Trust for Public Land and the Vermont Land Trust have offered to be resources for setting up the conservation of the Town Forest if it is sold. The HCC would like funds raised through the sale of the existing Town Forest to be added to the Conservation Fund for the purpose of purchasing more accessible property. The Trust for Public Land has also offered to help the HCC find property to purchase. <ul style="list-style-type: none"> ▪ Aaron Worthley, who participated in the development of the 2009 Town Forest Report, and who has spent considerable time on that property, spoke in favor of the CTA permanent easement. ▪ Worthley spoke against the sale of the Town Forest. He noted that the Town currently has access, by right of statute, for forest management purposes. He urged the Selectboard to consider the Town Forest as an asset and asserted that it would be shortsighted to sell the property at this time. Worthley noted that a UVM class recently spent a semester studying the Town Forest. He indicated that landowners change, and getting more convenient access to the Town Forest may be possible now or at some time in the future. ▪ Barton stated that the sale of the Town Forest should be a matter discussed at a Public Hearing to provide Townspeople an opportunity to discuss this before further plans are made. The Selectboard will schedule the topic of the sale of the Town Forest for a future Selectboard meeting.
<p>ADMINISTRATION</p> <p>MOTION: Approval of 9/21 minutes (passed)</p>	<p>Approval of Minutes</p> <ul style="list-style-type: none"> • MOTION: Livak moved and Stoddard seconded to approve the 09/21/2015 Selectboard meeting minutes with correction to the Education Tax section. Passed unanimously with 5 members present and voting. <ul style="list-style-type: none"> ▪ Note: The following statement was added to the Education Tax section of the 9/21 minutes: She also noted that the data sheet for Huntington indicates property tax payers received about five cents out of the eight cent tax incentive that was associated with the merger which was approved in the vote in November 2014 by four of the five towns involved in CESU. This figure correlates with the number of students in grades 5-12 for Huntington and appears on the data sheet.

after Town Meeting.

- Selectboard members concurred with Keith's recommendation.

Highway Committee – Roman Livak

- Livak noted that the committee has not met very often, in part because construction plans for this past summer have kept Alger very busy.
- The Committee has been working on the budget and capital plan for FY 16-17 and has completed an annual work plan through the end of the current fiscal year.
- Work to be done includes: organizational work; strategic planning; documentation; a 5-year work plan (including a replacement plan for the Town's 632 culverts and a bridge maintenance plan); BMP (best management practices) including ROW maintenance; and systems for maintaining updated culvert and sign inventories.
- Priorities were established by the Selectboard as follows:
 1. Maintain updated calendar of work
 2. Complete the FY 16-17 Operations Budget and Capital Plan
 3. Develop systems for maintaining the recently updated culvert and sign inventories
 4. Develop a 'big picture' look at the highway department in order to help prioritize plans
 5. Address issues related to reconfiguration of the village green in the Lower Village

Lower Village Ad Hoc Traffic Calming Committee – Helen Keith

- Keith reported that fog lines have been narrowed, speed feedback radar sign tests have been done, data has been collected with speed tubes, and investigation into redirecting traffic at the village green is occurring.
- The study by Dubois & King as part of the Bike/Ped grant is due to be completed and published this month.
- Work/information needed for Phase 1 includes:
 - Determine type of speed feedback radar sign desired and secure costs
 - Determine type of speed table desired (discussion continues on whether speed tables that span the full width of the road or devices that have spaces for emergency vehicles would be better) and then secure costs
 - Pilot a redirection of traffic at village green by making Bridge Street (extension) one way
- Budget questions/ considerations
 - What is the \$5,000 going to be spent on for the current FY?
 - What is being requested for the Highway FY 16-17 operations budget? Concern was expressed that we may be putting money in the budget for items that have not been tested. Keith recommended that a place-holder could be put in for planning purposes (for an amount yet to be determined).
 - What is being requested for the longer-term Highway capital plan?

<p><i>Follow-up: Elliott to forward Preliminary Budget Spreadsheet to Selectboard</i></p>	<p><u>Preliminary FY 16-17 General Fund Operating Budget</u></p> <ul style="list-style-type: none"> • All but 2 departments have submitted their budget requests. Elliott entered level funding for those departments pending receipt of their budget work sheets. Dues and fees from certain organizations are not yet available (CCRPC, VLCT, PACIF, etc.) and have been entered as level funded until that data is available. Elliott will forward the draft spreadsheet to Selectboard members for initial review. • All Capital Plan requests must be submitted prior to the 10/26 budget planning meeting.
<p>Other/New Business</p>	<p><u>Upcoming Budget Meetings</u> – these meetings are in addition to the regularly scheduled Selectboard meetings</p> <p>10/26: Initial Budget / Capital Plan Meeting – 7 pm</p> <p>11/09: Special Budget Meeting (finalize Capital Plan – 7pm</p> <p>11/23: Special Budget Meeting (may include department meetings)</p> <p>12/14: FINAL Budget Meeting (completion of the planning process)</p> <p>01/11: SB Special Meeting to adopt the budget, articles for Town Meeting and budget narratives for the annual Town Report)</p> <p>Elliott noted that she will not be able to attend the 10/19 Selectboard meeting.</p>
<p>MOTION: ADJOURNMENT</p>	<p><u>MOTION:</u> Livak moved and Hendrickson seconded to adjourn the meeting at 9:31 pm. Passed unanimously with 5 members present and voting.</p>
	<p>10/05/15 – Meeting date</p> <p>10/09/15 – Draft/unapproved minutes distributed and posted on website.</p> <p>10/19/15 – Final/approved minutes approved</p> <p>10/21/15 – Approved minutes sent to Town Clerk for recording & website posting</p>