

Town of Huntington — Selectboard Meeting

Monday, December 07, 2015 — 7:00 pm

Town Office – Downstairs

APPROVED MINUTES



RECEIVED

DATE

[Signature]
December 22, 2015

<p>Agenda</p>	<ul style="list-style-type: none"> • Highway: Beane Road Drainage; Correspondence; Municipal Storm Water Permit Update; General Updates • Budget Planning – Library Trustees; Cemetery Trustees • Public Comment • Administration: Minutes & Warrants Approval; Correspondence & Communications; Lister Appointment; Other/new Business • Proposed Capital Plan Finalization • General Fund Budget Final Working Session
<p>SB Members present:</p> <p>SB Members absent:</p> <p>Staff /Officials Present:</p> <p>Others Present:</p>	<p>Dori Barton (Chair), Andrew Hendrickson, Helen Keith (via FaceTime), Roman Livak</p> <p>Nancy Stoddard (Vice-Chair)</p> <p>Kathleen Clark (Town Treasurer), Barbara Elliott (Town Administrator)</p> <p>Ruth Blodgett, Paula Kelley, Heidi Racht, Lorrie Richland</p>
<p>Call to order</p>	<p>Selectboard Chair Dori Barton called the meeting to order at 7 pm.</p>
<p>Highway</p> <p><i>Follow-up: Elliott to check with Alger regarding check dams for sediment control</i></p> <p><i>Follow-up: Elliott will attend HCC meeting</i></p> <p><i>Follow-up: Alger to report on final paving quotes</i></p>	<p><u>Beane Road Drainage</u></p> <ul style="list-style-type: none"> • The Road Crew completed drainage work on lower Beane Road. Elliott will confirm with Alger whether additional sediment control (such as check dams) is needed. The completed drainage work will not address the water runoff from the slope on private property behind the house. <p><u>Natural Resources Conservation District Correspondence</u></p> <ul style="list-style-type: none"> • Corrina Parnapy (new Huntington resident & District Manager for the Natural Resources Conservation District) wants to explore opportunities to partner on possible culvert projects that would benefit the Town and the aquatic environment by providing aquatic organism passage in our culverts. Elliott will follow up as needed after the 12/10 Huntington Conservation Commission meeting that Parnapy is attending. • Barton noted that the 2007-2008 Huntington River stream assessment looked at culvert aquatic organism passage. <p><u>Municipal Roads General Stormwater Permit Update</u></p> <ul style="list-style-type: none"> • Elliott distributed information on the 20-year management plans that will need to be developed by municipalities to include the number of roadway miles per year that will be addressed in order to meet the stormwater requirements of the new stormwater legislation. • It was noted that “river road conflict’ needs further definition. <p><u>General Updates</u></p> <ul style="list-style-type: none"> • Alger will solicit additional quotes for Hinesburg Hollow Road paving. • The Selectboard requested an estimate of what it would cost to complete the full paving requirements for the Town as one project. Pike submitted an estimate of \$1,350,000. The Selectboard would like Alger

<p><i>Follow-up: Alger to assemble updated quote for paving that includes line striping, culverts and guardrails</i></p>	<p>to factor into this the cost of line striping, culverts, etc. so that the capital plan paving plan figures can be compared to the cost of bonding were the project to be completed at one time.</p> <ul style="list-style-type: none"> • An article has been submitted to the Times Ink from the Huntington and Richmond Road Crews on winter driving safety tips. • Road Crew members have flyers explaining the consequences for depositing snow onto the travelled portion or shoulders of the roadways—which carries a \$76 fine – to hand out to violators.
<p>Budget Planning – Library</p> <p><i>Follow-up: Trustees to rename fund & Town Report will be updated accordingly</i></p>	<ul style="list-style-type: none"> • The Selectboard met with Trustees Paula Kelley, Heidi Racht and Lorrie Richland. • The Library Trustees will rename the Friends Fund to reflect the funds' source of funds is from fundraising and advise Clark/Elliott of the new title to be reflected in the accounting system and Annual Town Report. • Adjustments have been made to the budget reporting so that the salary line reflects actual total salaries and the books line item was reduced to reflect only the amount funded through the General Fund, and which is then supplemented by fundraising dollars.
<p>Budget Planning – Cemeteries</p>	<ul style="list-style-type: none"> • Selectboard met with Trustees Paula Kelley and Heidi Racht. • 15% of plot sales are directed to the Cemetery Endowment Fund and 75% are directed to the Maplewood Cemetery Fund. • The budget line items were reviewed and clarified. • The Trustees are investigating alternate access to the cemetery in addition to the front gate. It was noted that the current drive was not designed for automobile access. Trustees may want to investigate the possibility of a Right-of-Way or easement for alternate access.
<p>Public Comment</p>	<ul style="list-style-type: none"> • No members of the public offered comment.
<p>Administration</p> <p>MOTION – MINUTES</p> <p>SIGNATURES - WARRANTS</p> <p>MOTION – SUBURBAN PROPANE CLASS ACTION SUIT</p>	<p><u>Minutes</u></p> <ul style="list-style-type: none"> • MOTION – Minutes: Livak moved & Hendrickson seconded to approve the November 16, 2015 and November 20, 2015 minutes as written. Passed unanimously with 4 members present and voting. <p><u>Warrants</u></p> <ul style="list-style-type: none"> • 4 warrants were signed as presented. <p><u>Correspondence</u></p> <ul style="list-style-type: none"> • Chittenden County Pre-budget Public Meeting will be held on December 15, 2015 at noon. The finalized Chittenden Country Tax Rate will not be established until mid-to-late January. • MOTION - Suburban Propane Class Action Suit: Livak moved and Hendrickson seconded that the Huntington Selectboard accept the \$166 payment from Suburban Propane, issued as a result of a class action settlement with the VT Attorney General's Office for delays related to refunds that may have been due as a result in termination of services with Suburban between January 1, 2010 and April 30, 2012, and thereby waive the Town's right to pursue an individual claim against Suburban. Passed unanimously with 4 members present and voting. • Reappraisal Evaluation – 2015 Equalization Study: No action was required by the Selectboard because Huntington is within acceptable

<p><i>Follow-up: Elliott to forward PSB Application to HPC & DRB</i></p> <p><i>Follow-up: Elliott to follow up on real estate listing concern</i></p> <p><i>Follow-up: Elliott to follow up on HMGP application & options for project management</i></p> <p>MOTION – LISTER APPOINTMENT</p> <p>MOTION – ERRORS & OMISSIONS</p> <p><i>Follow-up: Elliott to contact Town Moderator re: 2/22 Selectboard Meeting</i></p>	<p>PVR (Property Valuation & Review) limits as outlined below:</p> <ol style="list-style-type: none"> 1. Reappraisal coverage (% parcels with changed values): Huntington = 98.88% (perfect is 100%) 2. Equal treatment of sold & unsold properties: Huntington sold = - 2.35%; Huntington unsold = -2.87% (must be w/in 10%) 3. Equal treatment of homestead & nonresidential property: Huntington homestead = 99.88%; Huntington nonresidential = 103.11 yields absolute difference of 3.23% (must be w/in 10%) <ul style="list-style-type: none"> • Public Service Board (PSB) Application for Net Metered Power System for Sleepy Hollow: Selectboard requested Elliott forward the document to the Planning Commission and DRB so that they can comment directly to the PSB should they so choose. • Bert White Road Real Estate Listing: Elliott reported that listing properties for sale prior to a subdivision is perfectly legal. This model is sometimes done so that the potential buyer can have a significant voice in the parcel size, boundaries, etc. Actual sale of the property is contingent upon / subject to all required permitting being in place. The Selectboard requested Elliott respond back to Gordon Miller, who asked whether doing so is a violation. • Hazard Mitigation Grant Program Update: Elliott will follow up with the house elevation applicant, who needs to secure updated construction costs and other potential project 'add-ons' such as temporary housing costs; determine if they are still interested in proceeding with the project; and determine feasibility of a contract amendment. Elliott will also explore options for project management. • MOTION - Lister Appointment: Livak moved and Hendrickson seconded that the Huntington Selectboard appoint Ryan Elliott to fill the Board of Lister vacancy created by Les Hunton's resignation effective immediately through Town Meeting on March 1, 2016. Passed unanimously with 4 members present and voting. • MOTION – Errors & Omissions: Livak moved and Hendrickson seconded that the Huntington Selectboard accept and approve the Errors and Omissions to the Grand List for 2015 as submitted by the Board of Listers dated December 3, 2015. Passed unanimously with 4 members present and voting. • Calendar Planning: The Selectboard will hold their February meetings on February 8 and February 22. A short meeting may also be held on February 29th, which is the night before Town Meeting. Elliott will contact Town Moderator Dana Cummings to see if he is available to meet with the Selectboard on February 22. • Olga Hallock Nominations: Town Clerk Heidi Racht will be putting out a notice calling for nominations for the annual Olga Hallock Award – to be submitted by Wednesday January 27. The Selectboard will vote on the nominations at their February 8th meeting.
<p>Capital Plan</p> <p>MOTION – CAPITAL PLAN</p>	<ul style="list-style-type: none"> • MOTION – CAPITAL PLAN: Livak moved and Keith seconded to approve the Capital Plan with formatting changes as identified and the completion of actual highway equipment costs. Passed unanimously

<p><i>Follow-up: Elliott to work with Highway Committee to add bridges to the TIP</i></p>	<p>with 4 members present and voting.</p> <ul style="list-style-type: none"> • Additional priorities for future bridge projects need to be established and advocated to be included in /added to the State’s Transportation Improvement Program. • Keith noted that detailed explanations are needed in the Town Report for assumptions regarding or changes to guiding principles for the Capital Plan (such as the assumption that the Operating Budget will increase by 3.5% versus 2% year-over-year, or that the Grand List will increase by 0.5% year over year).
<p>General Fund Budget</p>	<ul style="list-style-type: none"> • The Selectboard reviewed the General Fund budget, department by department. A vote on the final proposed budget will be made at the Monday, December 14 Selectboard meeting.
<p>Other/New Business</p>	<p><u>Upcoming Selectboard Regular & Special Budget Meetings</u></p> <p><i>December Considerations: Final Audit report from FSV should arrive by 12/11; Final budget must be submitted to Town Auditors by 12/23</i></p> <ul style="list-style-type: none"> • 12/14 – Selectboard meeting: Adopt FINAL Budget • 12/21 – Selectboard Meeting: FSV Professional Auditors • 12/28 – no Selectboard meeting <p><i>January Considerations: Request to meet Stephanie Albaugh – CHMS PROSPER (CHMS / UVM Extension partnership with communities, health care providers, business owners, etc. for substance abuse prevention programs); 1/27 Olga Hallock Nomination Deadline</i></p> <ul style="list-style-type: none"> • 01/04 – Review budget feedback from Town Auditors • 01/11 – FINAL budget adoption for Town Report / Town Meeting • 01/18 – Approve FINAL Town Report Submissions (budget, cap plan, Town Meeting Articles, narratives, etc.) • 01/25 – no Selectboard meeting <p><i>February Considerations: February has 5 weeks; We usually meet with Town Moderator at least a full week or 2 before Town Meeting (2/22 or 2/29). School vacation is Feb 20 – March 2</i></p> <ul style="list-style-type: none"> • 02/01 – no Selectboard meeting • 02/08 – Selectboard regular meeting; vote on Olga Hallock Award • 02/15 – no Selectboard Meeting • 02/22 – Selectboard regular meeting • 02/29 – possible short meeting for final Town Meeting prep. • 03/01 – TOWN MEETING
<p>MOTION: ADJOURNMENT</p>	<p><u>MOTION:</u> Livak moved and Hendrickson seconded to adjourn the meeting at 9:38 pm. Passed unanimously with 4 members present and voting.</p>
	<p>12/07/15 – Meeting date 12/08/15 – Draft/unapproved minutes distributed and posted on website. 12/21/15 – Final/approved minutes approved 12/22/15 – Approved minutes sent to Town Clerk for recording & website posting</p>