

Town of Huntington — Selectboard Meeting

Monday, December 21, 2015 7:00 pm  
Town Office – Downstairs

RECEIVED [Signature]  
DATE Jan. 5, 2016



APPROVED MINUTES

<p><b>Agenda</b></p>	<ul style="list-style-type: none"> <li>• <b>Highway:</b> Work Plan, CCRPC Multi-town Better Back Roads application; Other/New Business</li> <li>• <b>Capital Plan &amp; General Fund Budget:</b> Hinesburg Hollow Paving impact on Budget and Capital Plan</li> <li>• <b>Public Comment</b></li> <li>• <b>Professional Auditors:</b> Fothergill Segale &amp; Valley – Melanie Rodjenski</li> <li>• <b>Energy Committee:</b> Request for Town Meeting Article to establish Huntington as a PACE District</li> <li>• <b>Administration:</b> Minutes &amp; Warrants Approval; Correspondence &amp; Communications (BPMS Zoning Permit fee waiver); Other/New Business</li> </ul>
<p><b>SB Members Present:</b> <b>SB Members Absent:</b> <b>Staff /Officials Present:</b> <b>Others Present:</b></p>	<p>Dori Barton (Chair), Andrew Hendrickson, Helen Keith, Roman Livak Nancy Stoddard (Vice-Chair) Kathleen Clark (Town Treasurer), Barbara Elliott (Town Administrator) Knox Cummin, Mark Kelley (via speaker phone), Ross Ogilvie, Melanie Rodjenski</p>
<p><b>Call to order</b></p>	<p>Selectboard Chair Dori Barton called the meeting to order at 6:59 pm.</p>
<p><b>Highway</b></p> <p><b>MOTION – WEAVER ROAD DRIVEWAY PERMIT</b></p> <p><i>Follow-up: Elliott to add revised driveway application to Jan 4 agenda</i></p>	<p><b><u>Possible CCRPC Multi-town Better Back Road (BBR) Grant Application</u></b></p> <ul style="list-style-type: none"> <li>• CCRPC is considering applying for a multi-town /regional Better Back Roads grant for road erosion inventories, which each town will need in order to develop their Stormwater Mitigations Plans as part of Act 64. CCRPC will send each town a short form to complete regarding our interested in this idea/approach. The Selectboard concurred that this approach would be very beneficial.</li> </ul> <p><b><u>Driveway Permit – Weaver Road</u></b></p> <ul style="list-style-type: none"> <li>• <b>MOTION – DRIVEWAY PERMIT:</b> Livak moved and Hendrickson seconded that the Huntington Selectboard approve the driveway permit application submitted by Chris Weaver for the new single family subdivision approved by the DRB on Weaver Road. Passed unanimously with 4 members present and voting.</li> </ul> <p><b><u>Revised Driveway Permit Application</u></b></p> <ul style="list-style-type: none"> <li>• The revised Driveway Permit application will be presented for Selectboard review, comment and approval in January.</li> </ul>
<p><b>Capital Plan</b></p>	<ul style="list-style-type: none"> <li>• Based on the updated quote for Hinesburg Hollow Road paving being \$100,000+ more than originally planned for, Clark readjusted the proposed Capital Plan funding (utilizing reserves, fund balance, loans and bonds). The Selectboard reviewed the proposed adjustments.</li> <li>• <b>MOTION:</b> Livak moved and Hendrickson seconded to approve the</li> </ul>



<p><b>Article</b></p> <p><i>Follow-up: Elliott to confirm Town Meeting Article wording</i></p>	<p>voters at Town Meeting establishing Huntington as a PACE District. PACE offers 1.9% low interest loans to property owners for energy efficiency improvements and renewable energy projects.</p> <ul style="list-style-type: none"> <li>• Overall program steps: <ul style="list-style-type: none"> <li>• Article is placed on Town Meeting Warrant to designate Town as a program participant (thereby becoming a PACE District).</li> <li>• Selectboard passes a resolution to adopt the PACE program.</li> <li>• Selectboard designates that Program Administration will happen in house or via contract with Efficiency Vermont (EV).</li> <li>• Selectboard signs Program Administration Agreement with EV.</li> <li>• Energy Committee works with EV to promote the program.</li> <li>• Property owners work with EV to develop their applications.</li> <li>• Property owner grant is awarded.</li> <li>• Lien is placed on the Property and recorded with the Town.</li> <li>• Property owner secures necessary permits; completes the work.</li> <li>• Opportunities Credit Union bills participants (this is not done through the Town's property tax bill).</li> <li>• EV provides annual program report to SB and participants.</li> <li>• (See process noted below if participant defaults on the loan.)</li> <li>• When loan is fully repaid, lien is released.</li> </ul> </li> <li>• Mark Kelley from Efficiency Vermont attended by speaker phone to answer Selectboard questions.</li> <li>• Concern was expressed over the Town's liability in the event a participant defaults on their PACE loan. The loan is tied to the property as a lien. The following applies for handling delinquent payments: <ul style="list-style-type: none"> <li>• 1<sup>st</sup> 90 days in default: EV and Opportunities Credit Union work with the property owner to try to resolve the delinquency</li> <li>• 91 days: Town notifies property owner that they are delinquent.</li> <li>• 121 days: Town initiates delinquent tax collection process</li> </ul> </li> <li>• Expenses incurred by the Town (labor, legal expenses, fees, etc.) are added to the 8% penalty fee and 1% per month interest fee for reimbursement to the Town.</li> <li>• So far 48 towns have signed up or are the process of doing so; 11 loans have been approved; and there have been no delinquent payments.</li> <li>• <b>MOTION – PACE District: Livak moved and Hendrickson seconded that the Huntington Selectboard approve the Energy Committee's request for a Town Meeting article that would establish Huntington as a Property Assessed Clean Energy (PACE) District, which would enable residents an opportunity to participate in this loan program for financing eligible energy efficiency and renewable energy projects. Passed unanimously with 4 members present and voting.</b></li> <li>• The Committee intends to hold a forum prior to Town Meeting and will also introduce and explain the article at Town meeting.</li> <li>• Elliott will confirm the wording of the Article to present on the Town Meeting Warning.</li> </ul>
<p><b>Administration</b></p> <p><b>MOTION – MINUTES</b></p>	<p><b>Minutes</b></p> <ul style="list-style-type: none"> <li>• <b>MOTION – Minutes: Livak moved &amp; Hendrickson seconded to approve the December 7, 2015 minutes as corrected, with no substantive</b></li> </ul>

<p><b>SIGNATURES - WARRANTS</b></p> <p><i>Follow-up: Elliott to distribute Equalized Educ. Property Value letter</i></p> <p><b>MOTION: BPMS ZONING PERMIT FEE WAIVER</b></p>	<p>changes, and the December 14, 2015 minutes as written. Passed unanimously with 4 members present and voting.</p> <p><u>Warrants</u></p> <ul style="list-style-type: none"> <li>• 4 warrants were signed as presented.</li> </ul> <p><u>Correspondence</u></p> <ul style="list-style-type: none"> <li>• <b>PROPERTY VALUATION:</b> <ul style="list-style-type: none"> <li>• Elliott will distribute copies of the “Division of Property Valuation and Review, Certified Equalized Education Property Value (Effective 1/1/2016) to Selectboard members.</li> </ul> </li> <li>• <b>BPMS REQUEST FOR WAIVER OF ZONING PERMIT FEE:</b> <ul style="list-style-type: none"> <li>• Sandy Heyman submitted a letter and drawings of an outdoor classroom that BPMS plans to construct as a learning area for both school and community use. If the final ‘pagoda-like’ structure is greater than 150 sq. ft., Heyman has requested the Selectboard waive the zoning permit application fee.</li> <li>• <b>MOTION:</b> Livak moved and Hendrickson seconded that the Huntington Selectboard waive the zoning permit application fee for Brewster Pierce Memorial School’s outdoor learning structure. Passed unanimously with 4 members present and voting.</li> </ul> </li> </ul>
<p><b>Other/New Business</b></p>	<p><u>Upcoming Selectboard Regular &amp; Special Budget Meetings</u></p> <p><i>December:</i> 12/28 – no Selectboard meeting <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"> <li>• 01/04 – Review budget feedback from Town Auditors</li> <li>• 01/11 – FINAL budget adoption for Town Report / Town Meeting</li> <li>• 01/18 – Approve FINAL Town Report Submissions (budget, cap plan, Town Meeting Articles, narratives, etc.)</li> <li>• 01/25 – no Selectboard meeting</li> </ul> <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"> <li>• 02/01 – no Selectboard meeting</li> <li>• 02/08 – Selectboard regular meeting; vote on Olga Hallock Award</li> <li>• 02/15 – no Selectboard Meeting</li> <li>• 02/22 – Selectboard regular meeting</li> <li>• 02/29 – possible short meeting for final Town Meeting prep.</li> <li>• 03/01 – TOWN MEETING</li> </ul>
<p><b>MOTION: ADJOURNMENT</b></p>	<p><b>MOTION:</b> Livak moved and Hendrickson seconded to adjourn the meeting at 9:19 pm. Passed unanimously with 4 members present and voting.</p>

	12/21/15 – Meeting date 12/22/15 – Draft/unapproved minutes distributed and posted on website. 01/04/16 – Final/approved minutes approved 01/05/16 – Approved minutes sent to Town Clerk for recording & website posting
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