Town of Huntington — Selectboard Meeting

RECEIVED
DATE March 24, 2016

Monday, March 07, 2016
7:00 pm – Fire Station
7:30 pm – Town Office (downstairs)

APPROVED MINUTES

Agenda	• **Selectboard Initial Organizational Items**—Oaths of Office, Elections
	• **Highway**—Blacktop Paving Quotes
	• **Public Comment**
	• **Administration & Planning**
	  • Delinquent Taxes
	  • Minutes & Warrants
	  • Secondary Organizational Items (meeting schedule, annual strategic planning, annual calendar, rules of procedure, conflict of interest policy, appointments)
	  • Correspondence & Communications (conveyance of Town Forest Easement, allocation of Suburban class action funds)
	  • Fire / 1st Response Department Protocol
	  • Town Meeting Recap

SB Members present: **SB Members absent:** **Staff Present:** **Others Present:**	Dori Barton (Chair), Andrew Hendrickson, Roman Livak, Nancy Stoddard (Vice-Chair) None – there is one vacancy on the board Clinton 'Yogi' Alger (Road Foreman), Barbara Elliott (Town Administrator) Ruth Blodgett, Lucinda Hill, Brent Lamoureux (Delinquent Tax Collector), Bill Menning, Heidi Racht (Town Clerk)
Call to Order	Town Clerk Heidi Racht called the meeting to order at 7:01 pm.
Selectboard Initial Organizational Items **MOTION – Chair** **MOTION – Vice Chair** **MOTION – Clerk/Recorder**	**<u>Oaths of Office</u>** Racht administered the Oath of Office to Nancy Stoddard. Roman Livak had taken his Oath of Office prior to the meeting. **<u>Elections</u>** Racht held the election for Selectboard leadership and recorder positions. • **<u>MOTION-CHAIR</u>: Stoddard nominated Barton to serve as Chair of the Huntington Selectboard. Seconded by Hendrickson. Passed unanimously with 4 members present and voting.** • **<u>MOTION – VICE CHAIR</u>: Hendrickson nominated Stoddard to serve as Vice-Chair of the Huntington Selectboard. Seconded by Barton. Passed unanimously with 4 members present and voting** • **<u>MOTION – RECORDER</u>: Livak nominated Elliott to serve as clerk/recorder for the Selectboard. Seconded by Stoddard. Passed unanimously with 4 members present and voting.** Having completed the Selectboard leadership and clerk election process, Racht turned the meeting over to Barton—who thanked Racht for organizing such an effective Town Meeting.

Highway **MOTION: Paving Project**	**<u>Blacktop Paving Quotes:</u>** • Alger presented 3 quotes for paving a 1.2 mile section of Main Road in Hanksville and 0.6 mile portion of East Street. The quotes presented were from ECI ($309,686), Pike ($330,341) and ST Paving ($326,057.96). • **<u>MOTION – PAVING</u>: Livak moved and Hendrickson seconded to accept the proposal from ECI (Engineering Construction Inc.) for the paving of 0.6 miles of East Street and 1.2 miles of Main Road in Hanksville for a total project amount for the combined projects not to exceed $310,000. Passed unanimously with 4 members present and voting.** **<u>Updates</u>** • Roads were posted Monday, March 7. Notice was placed on Front Porch Forum, the website, and locations around town. • Alger is getting quotes for graders. He has a quote from John Deere and is seeking quotes from Cat, Case/Beauregard, and Volvo. Alger's inclination at this point is to purchase a Deere 672D. We have had an excellent track record with our current Deere, and are getting an excellent trade-in amount for it. • Barton noted that rocks are being moved by a resident at the culvert & ditch at 34 Huntington Acres. Alger and Elliott recently made a site visit to this property and discovered that water draining into the yard was not from the Town's ditch, but was coming from the east, via a ditch dug by the resident, with some of the water draining into the yard and some draining into the Town's ditch. Alger will investigate further. • Alger and Elliott will be working on writing VTrans Structures, VTrans Paving, and VTrans Better Roads grants. Deadlines for these are April 15. Hydraulic studies have been requested. (The VT Better Back Roads program has been renamed to VT Better Roads. Alger and Elliott will be attending a training program on the new program Tuesday March 15.) • The Lower Village Scoping Study public meeting on the final report will be Monday, March 14 at 7pm at the Library. Livak recommended the HPC members be invited. Elliott will extend that invitation.
Public Comment	No members of the public offered comment.
Administration & Planning **MOTION – MINUTES**	**<u>Delinquent Taxes – Brent Lamoureux</u>** • Lamoureux presented a list of 11 delinquent tax properties, 9 of which have balances due of greater than $1,500. The threshold recommended by the tax sale attorney has historically been $1,000 - $1,500. • Elliott will confer with our Town Attorney regarding one of the proposed tax sale properties, as the Town is currently in litigation with this property owner on an issue not related to taxes. • The Selectboard agreed that the Town would bid on any property at the tax sale for which no other bids are received. **<u>Approval of Minutes (02/22/2016)</u>** • **<u>MOTION – MINUTES:</u> Hendrickson moved and Livak seconded that the Huntington Selectboard approve the minutes of February 22, 2016 as amended. Passed unanimously with 4 members present and voting.** • The corrections were as follows: 1. Add the following to the Town Forest Easement section: The current

	status of the easement process was clarified: In accordance with Vermont Statutes, the Selectboard has already issued formal notice of their intent to convey a non-exclusive perpetual right-of-way easement to CTA for use by CTA and the general public from November through April and that this easement will be signed by the Town on or about March 1, 2016 unless a petition is filed by February 29, 2016 by 5% of the voters in accordance with 24 VSA 1061 calling for a town special meeting or vote. 2. Change meeting location for Lower Village meeting from website to Town Library.
APPROVAL – WARRANTS	**<u>Approval of Warrants</u>** • 4 warrants were signed as presented.
MOTION – Regular Meeting Schedule	**<u>Secondary Organizational Items</u>** Regular Meeting Schedule • **<u>MOTION</u>: Livak moved and Stoddard seconded that the Huntington Selectboard establish the 1st and 3rd Mondays of each month at 7:00 pm as the regularly scheduled Selectboard meeting time. Passed unanimously with 4 members present and voting.** • Both Barton and Stoddard are unavailable on 4/18; rescheduling of that meeting to 4/25 is pending. Annual Strategic Planning • The Board scheduled their annual strategic planning session for Saturday, April 9 from 9 am – noon at Hendrickson's house (1560 East Street). Breakfast and socializing will begin at 8:30 am. • One agenda item will be to review the Annual Selectboard/Town Administrator Calendar. Another possible item would be to look at how to handle a 'no' vote on a capital item at Town Meeting. • Barton, Stoddard and Elliott will pull together the agenda. Selectboard Rules of Procedure • The Selectboard had previously decided to annually re-adopt or sign the Rules of Procedure policy. The policy was reviewed and signed. Conflict of Interest Policy • All Selectboard members had previously signed the Conflict of Interest statement. Appointments • The list of appointed and elected official vacancies prepared by Elliott was reviewed. Per the Appointments Procedure, appointees with expiring terms were asked if they would like to continue serving.
MOTION: - APPOINTMENTS	• **<u>MOTION – Appointments</u>: Livak moved and Stoddard seconded that the Huntington Selectboard make the following appointments:** Jeanine Carr, Development Review Board, 3 years, term ending 2019 Britt Cummings, Development Review Board,3 years, term ending 2019

	Larry Detweiler, Town Service Officer,1 year, term ending 2017 Barbara Elliott, Emergency Management Coord., 3 years, term ending 2019 Dean Grover, Deputy Health Officer, 3 years, term ending 2019 Rebecca Ryan, Conservation Commission, 4 years, term ending 2020 Nate Sands, Tree Warden, 1 year, term ending 2017 Aaron Worthley, Town Hall Committee, 3 years, term ending 2019 **Passed unanimously with 4 members present and voting.** • Elliott will advertise the remained openings for both elected and appointed positions.
MOTION – TOWN FOREST EASEMENT	Town Forest Easement • **<u>MOTION – CONVEYANCE OF TOWN FOREST EASEMENT</u>: Livak moved and Stoddard seconded that, in accordance with 24 VSA 1061, and since no petition has been filed calling for a town special meeting or vote regarding the conveyance of a Town Forest non-exclusive perpetual right-of-way easement to the Catamount Trail Association, the Huntington Selectboard request the Town Agent sign the conveyance document which has been reviewed and approved by the Town's attorney. Passed unanimously with 4 members present and voting.**
MOTION – ALLOCATION OF SUBURBAN CLASS ACTION FUNDS	Allocation of Suburban Class Action Funds • **<u>MOTION – ALLOCATION OF CLASS ACTION FUNDS</u>: Livak moved and Hendrickson seconded that the Huntington Selectboard authorize the $166 receivable from the Suburban Propane Class Action suit be allocated to the Library CSA Fund. Passed unanimously with 4 members present and voting.** Correspondence & Communications • The CSWD Rover will be coming to Huntington on 9/24/2016. • Representative Stevens is considering holding a 'listening session' in Huntington on the proposed marijuana legislation.
Fire & 1st Response	Chief Tate Jeffrey gave an overview of Fire / 1st Response protocol. • The flow for 911 calls is as follows: Dial 911 → call routed to 1 of 5 public service points, one of which is Shelburne Dispatch → address pops up on Dispatch's computer (unless it is a non-911 listed number, as privacy laws give people the right to not be part of the 911 automated system → Dispatch contacts Huntington members via text pager → if no acknowledgement, Dispatch contacts a department in a neighboring town; if a responder is available, they call Dispatch to report they are responding to the call → when responders are clear (back from the call) they notify Dispatch of their availability → responders maintain a log of activity • Approximately 80 first response calls came in this past year, with a 70% response rate; there were approximately 30-40 fire calls: car accidents, carbon monoxide alarm, brush fires, flooded basements, backcountry rescue, and a call regarding a melted ballast in a residential basement. There have been no Huntington structure fires in the past 3 years.

	• A Town ordinance makes provision for charging for hazardous materials spills. The Fire Department will bill the individuals if this happens, at a cost that is a fraction of what it would cost to hire a private contractor. • The biggest department issue is daytime coverage. 2 new people with some daytime availability have been added in the past week.
Town Meeting Recap	The Selectboard reviewed a list of issues raised at Town Meeting, including: 1. Order of the articles: Articles for capital items will be reworded and not include the trade-in value; the capital plan can be referenced which does include that information. The Selectboard determined that the costs for all proposed items, including items posted as separate articles or on the Australian ballot, should be included in the General Fund Budget and if placed as an article on the warning, that article should be considered before the General Fund budget amount is voted on. 2. Cadillac Health Plans: This issue will not impact the Town until 2018-2020. Changes to the legislation are being proposed. 3. Fund Reports: It was recommended that the special revenue and reserve fund charts include new lines to show the fund dollars approved for the current fiscal year and the projected balance if those funds are actually transferred into the fund from the General Fund. 4. Refinancing Bonds: Elliott and the Town Treasurer will be looking into refinancing. Elliot will confirm whether or not the Town can consider a loan, given the wording in the article that was passed stated 'bond'. 5. PACE (Property-Assessed Clean Energy program): The Town voted to become a PACE district. The next step is for the Selectboard to evaluate the program and determine whether or not to proceed. Livak stated he is not in favor of the program. Barton requested Elliott contact Helen Keith, the Selectboard member who previously focused on this issue, to request assistance in pulling together research materials for the Selectboard. Target date is to have Keith present findings at the May 1st Selectboard meeting.
MOTION: ADJOURNMENT	**MOTION**: Livak moved and Stoddard seconded to adjourn the meeting at 9:06 pm. Passed unanimously with 4 members present and voting.
	03/07/16 – Meeting date 03/11/16 – Draft/unapproved minutes distributed and posted on website. 03/21/16 – Final/approved minutes approved 03/22/16 – Approved minutes sent to Town Clerk for recording & website posting