

Town of Huntington Selectboard Meeting

Monday, April 4, 2016  
7:00 pm – Town Office (downstairs)



APPROVED MINUTES

RECEIVED

DATE

*[Handwritten signature]*  
*May 7, 2016*

<p><b>Agenda</b></p>	<ul style="list-style-type: none"> <li>• <b>Highway</b> <ul style="list-style-type: none"> <li>• Projects: Moody Rd realignment project; work calendar</li> <li>• Other updates: Road weight restrictions; road closures; grant opportunities; purchasing</li> </ul> </li> <li>• <b>Public Comment</b></li> <li>• <b>Finance, Administration &amp; Planning</b> <ul style="list-style-type: none"> <li>• Bridge &amp; Fire Truck bonding</li> <li>• Minutes, Warrants, Appointments</li> <li>• Correspondence &amp; Communications: Town Forest easement status; CSWD; village traffic speed; land use permit notification</li> <li>• Strategic Planning; Calendar Review</li> </ul> </li> </ul>
<p><b>SB Members present:</b></p>	<p>Dori Barton (Chair), Andrew Hendrickson, Roman Livak, Nancy Stoddard (Vice-Chair) <i>Note: there is currently one vacancy on the board.</i></p>
<p><b>Staff / Officials Present:</b></p>	<p>Clinton 'Yogi' Alger (Road Foreman), Kathleen Clark (Town Treasurer), Barbara Elliott (Town Administrator)</p>
<p><b>Others Present:</b></p>	<p>Ruth Blodgett (Times Ink), John Desrocher, Lucinda Hill, Chris Norris</p>
<p><b>Call to Order</b></p>	<p>Barton called the meeting to order at 7:01 pm.</p>
<p><b>Highway</b></p> <p><i>Follow-up: Elliott to advertise on-site inspection &amp; public meeting</i></p> <p><i>Follow-up: Alger/Elliott will solicit 3 survey quotes</i></p> <p><b>MOTION: WEIGHT RESTRICTIONS</b></p>	<p><b><u>Moody Road Realignment Project</u></b></p> <ul style="list-style-type: none"> <li>• Alger and Elliott developed a project plan for the realignment of Moody Road just north of the bridge at the Moody/Carse Road intersection.</li> <li>• The Selectboard will hold an on-site inspection for the public at the proposed realignment area at 7pm on June 13<sup>th</sup> followed by a public hearing to hear comments from the community at 7:30pm on June 13<sup>th</sup> at the Town office.</li> <li>• Alger/Elliott will solicit 3 quotes for the required survey work.</li> </ul> <p><b><u>Work Calendar</u></b></p> <ul style="list-style-type: none"> <li>• Alger and Elliott presented the detailed highway work calendar for April through October. The schedule will be monitored and updated weekly, with notes made on work that was rescheduled, added and/or completed. A 3-week rolling schedule will be posted on the home page of the Town website.</li> </ul> <p><b><u>Weight Restrictions &amp; Road Closures</u></b></p> <ul style="list-style-type: none"> <li>• <b>MOTION – WEIGHT RESTRICTIONS:</b> Livak moved and Stoddard seconded that the Huntington Selectboard delegate responsibility and authority to the Huntington Road Foreman for determining if, when, and for how long any Town of Huntington roads or bridges are to be posted with special weight restriction limits based on the Road Foreman’s assessment that such restrictions are needed in order to</li> </ul>

<p><i>Follow-up: Elliott to check on pending legislation</i></p> <p><i>Follow-up: Elliott to check on closing the State Park parking lot</i></p> <p><i>Follow-up: Elliott/Alger to build Sign Inventory recommendations into the work calendar.</i></p>	<p><b>protect the structural integrity of the road(s) or bridge(s); and to authorize the Road Foreman and/or Town Administrator to log these restrictions on the DMV online system and to post such notices at 2 locations in the town, at the Town Offices, on the Town website, and on Front Porch Forum. Passed unanimously with 4 members present and voting.</b></p> <ul style="list-style-type: none"> <li>• Elliott will check on the pending legislation regarding towns being able to close roads to non-residential traffic.</li> <li>• Elliott will work with the State (Jason Nerenberg) regarding closing the Camels Hump State Park parking lot.</li> </ul> <p><b><u>Other Updates</u></b></p> <ul style="list-style-type: none"> <li>• <b>Grader:</b> The grader is on order and should arrive the first week of July.</li> <li>• <b>Grants:</b> Alger and Elliott will be completing the grant applications prior to 4/15 for: <ul style="list-style-type: none"> <li>○ Stormwater Road Erosion Inventory</li> <li>○ Better Roads erosion control work</li> <li>○ Paving</li> </ul> </li> <li>• <b>Bridge 30:</b> Alger and Elliott will be attending the Bridge 30 (Camels Hump Road) construction kick off meeting. Work is scheduled to begin in early May and wrap up at the end of October. The road will remain open to one lane traffic, with minor traffic delays of up to 10 minutes. There will be a handful of times the delay may be a bit longer.</li> <li>• <b>CCRPC Sign Inventory Report:</b> The Town just received the Huntington Roadway Sign Recommendations: An Inventory &amp; Analysis of roadway signs in Huntington VT, as part of the CCRPC sign inventory grant we received. Report recommendations will be built into the summer work plan.</li> </ul>
<p><b>Public Comment</b></p>	<ul style="list-style-type: none"> <li>• John Desrocher, owner of property adjacent to Town Highway 9, asked for information on how to address property access issues. He raised questions regarding access being used by another adjacent property owner (Jones Trust); what access the Town is going to provide to his property in the future; and how he can be taxed on the portion of his property to which he has no access. The Selectboard and Road Foreman explained that Town Highway 9 is a Class 4 road. The Town does not maintain Class 4 roads and will not be replacing the structure over the brook that was destroyed in previous flooding. The Road Foreman will speak with Jones Trust regarding the access they are using for timber management activities on their property. Desrocher was informed that the process for requesting property tax adjustments is to file a grievance with the Board of Civil Authority. Desrocher was further advised that he should consult with the Agency of Natural Resources for any work that is to be done in the stream, and that he should discuss any zoning issues with the Town's Zoning Administrative Officer.</li> </ul>
<p><b>Finance, Administration &amp; Planning</b></p>	<p><b><u>Bonding</u></b></p> <ul style="list-style-type: none"> <li>• Town Treasurer Kathleen Clark summarized information on the rates from the Bond Bank and the Merchants Bank. Clark will confirm if the rate from the Bond Bank is fixed at the time the bond is issued.</li> </ul>

**MOTION – MINUTES**

**Approval of Minutes (03/14/2016 and 03/21/2016)**

- **MOTION – MINUTES:** Livak moved and Stoddard seconded that the Huntington Selectboard approve the minutes from the 3/14/16 Public Meeting on the Lower Village Bike/Ped Scoping Study and the minutes of the Huntington Selectboard’s 3/21/16 meeting as amended. Passed unanimously with 4 members present and voting.

**APPROVAL – WARRANTS**

**Approval of Warrants**

- 3 warrants were signed as presented.

**Appointments**

- 2 letters of interest have been received for the Town Auditor vacancy. The letters have been forwarded to the Board of Auditors. The Selectboard requested the current Auditors present a recommendation for appointment to the Selectboard prior to the Selectboard’s 4/25 meeting.
- The Energy Committee was established by motion at the 8/6/2007 Selectboard meeting with a variable membership number of 5 to 7 people. The current Selectboard confirmed that the actual membership number for the Energy Committee is determined by the number of appointments that are currently in place at any given time, be it 5, 6 or 7. A quorum is determined based on the number of appointments (3 if there are 5 members; 4 if there are 6 or 7 members). If there are fewer than 5 active appointments, a quorum would still require 3 members.
- **MOTION – CHITTENDEN UNIT FOR SPECIAL INVESTIGATION (CUSI):** Livak moved and Stoddard seconded that the Huntington Selectboard appoint Andrew Hendrickson as Huntington’s representative to the CUSI Policy Board for a 2-year term beginning April 2016. Passed unanimously with 4 members present and voting.

**MOTION - CUSI  
APPOINTMENT**

**Committees, Correspondence & Communications**

- **Town Forest Easement:** The easement paperwork has been signed and filed with the exception of the Property Transfer Tax Report and a mylar map. Catamount Trail Association has been provided the cost-to-date (\$636.50) for the easement related expenses, for which they will reimburse the Town.
- **CSWD Community Fund:** Livak reported there is \$2,900 available to the Town in the community fund. Livak will provide potential project cost estimates, including the costs for holding a large appliance drop off, a tire drop off, and use of funds for Green Up Day activities. He will also inquire as to whether construction debris is processed by CSWD or Myers. The question of construction debris has been raised in the event that the Town Hall Committee uncovers unplanned issues, resulting in unplanned expenses, in the course of the insulation work currently underway.
- **Lower Village Traffic Speed:** Correspondence from Jeanine Carr was received regarding the speed of traffic heading north out of the Village. Elliott will thank Carr for her letter and will forward the correspondence

*Follow-up: Livak to provide additional costs for CSWD projects*

*Follow-up: Elliott to forward correspondence to VSP*

<p><i>Follow-up: Elliott to schedule Scott for an upcoming Selectboard meeting</i></p> <p><b>MOTION – EMERGENCY SIGNATURE &amp; APPROVAL AUTHORITY</b></p>	<p>to Lt. Garry Scott, Vermont State Police Williston Barracks Commander.</p> <ul style="list-style-type: none"> <li>• <b>Vermont State Police Traffic Enforcement Contract:</b> Lt. Scott provided updated traffic enforcement statistics. For the first time, the report included detailed data on the actual hours of coverage. Scott has offered to attend a Selectboard meeting, which Elliott will schedule.</li> </ul> <p><b><u>Other Administrative Items</u></b></p> <ul style="list-style-type: none"> <li>• <b>MOTION – SIGNATURE AND APPROVAL AUTHORIZATION:</b> Barton moved and Stoddard seconded that the Huntington Selectboard authorize that Roman Livak be granted authorization to approve warrants, emergency spending, or other emergency approval required from April 17 to April 24, while the Chair and Vice-Chair are out of town. Passed unanimously with 4 members present and voting.</li> <li>• <b>Grants Update:</b> Elliott reported that the first kick-off meeting has been scheduled for the stormwater runoff project for the Town Garage / Rec Field area. The CCRPC Unified Project Work Planning (UPWP) committee will be recommending that the full CCRPC Board approve both the Huntington zoning regulation re-write application and the project management application for the FEMA house elevation project. We are working on wrapping up the Lower Village Bike/Pedestrian grant requirements and reimbursement process.</li> <li>• <b>Chittenden County Regional Planning Commission (CCRPC):</b> Elliott reported that she has been asked to serve on the Executive Committee of the CCRPC Board of Commissioners.</li> </ul> <p><b><u>New Business</u></b></p> <ul style="list-style-type: none"> <li>• Chris Norris attended the meeting in order to learn more about the possibility of serving as a member of the Selectboard. The board had an informal discussion with Norris about the Selectboard’s role and responsibilities.</li> </ul>
<p><b>Strategic Planning</b></p>	<p><b><u>Saturday, April 9, 2016 – Hendrickson’s @ 1560 East Street 8:30am – noon</u></b></p>
<p><b>MOTION: ADJOURNMENT</b></p>	<p><b><u>MOTION:</u></b> Livak moved and Stoddard seconded to adjourn the meeting at 9:10 pm. Passed unanimously with 4 members present and voting.</p>
	<p>04/04/16 – Meeting date  04/08/16 – Draft/unapproved minutes distributed and posted on website.  04/25/16 – Final/approved minutes approved  04/29/16 – Approved minutes sent to Town Clerk for recording &amp; website posting</p>