

Town of Huntington — Liquor Control Board Meeting & Huntington Selectboard meeting

Monday, March 21, 2016  
7:00 pm – Town Office (downstairs)



APPROVED MINUTES

<p>Agenda</p> <p style="text-align: center;">RECEIVED DATE May 2, 2016</p>	<p><b>Liquor Control Board</b></p> <ul style="list-style-type: none"> <li>• <b>Liquor Control Board</b> (liquor &amp; tobacco license approvals)</li> </ul> <p><b>SB Meeting</b></p> <ul style="list-style-type: none"> <li>• <b>Highway</b>—Update on Lower Village Scoping Study Meeting; Utility relocation order related to Bridge 8; Project/purchasing updates; Grant opportunities; Tree Removal; General updates)</li> <li>• <b>Public Comment</b></li> <li>• <b>Administration &amp; Planning</b> <ul style="list-style-type: none"> <li>• Minutes &amp; Warrants</li> <li>• Appointments</li> <li>• Correspondence &amp; Communications (CUSI Representative; PACE research &amp; report due May 2; Town Forest Easement; Community Projects (Huntington EATS, RAPT Community Conversations (Reaching-out for Awareness, Prevention &amp; Treatment); Other</li> <li>• Strategic Planning</li> <li>• Calendar Review</li> <li>• Other/New Business</li> </ul> </li> </ul>
<p><b>LIQUOR CONTROL BOARD</b></p>	
<p><b>SB Members present:</b> <b>SB Members absent:</b> <b>Staff Present:</b> <b>Others Present:</b></p>	<p>Dori Barton (Chair), Andrew Hendrickson, Roman Livak, Nancy Stoddard (Vice-Chair) Barbara Elliott (Town Administrator) Ruth Blodgett (Times Ink), Helen Keith</p>
<p><b>Call to Order</b></p>	<p>Barton called the meeting of the Liquor Control Board to order at 7:05 pm.</p>
<p><b>License Approvals</b></p>	<p>The Selectboard signed the license renewal applications for Beaudry's Store (liquor &amp; tobacco sales) and Huntington River Vineyards (liquor sales).</p>
<p><b>MOTION - Adjournment</b></p>	<p><b>MOTION: Livak moved and Hendrickson seconded to adjourn the Liquor Control Board meeting at 7:07pm. Passed unanimously with 3 members present and voting.</b></p>
<p><b>REGULAR SELECTBOARD MEETING</b></p>	
<p><b>SB Members present:</b> <b>SB Members absent:</b> <b>Staff Present:</b> <b>Others Present:</b></p>	<p>Dori Barton (Chair), Andrew Hendrickson, Roman Livak, Nancy Stoddard (Vice-Chair) Barbara Elliott (Town Administrator) Ruth Blodgett (Times Ink), Helen Keith</p>
<p><b>Call to Order</b></p>	<p>Barton called the Selectboard meeting to order at 7:07 pm.</p>
<p><b>Highway</b></p>	<p><b><u>3/14/16 Lower Village Scoping Study Meeting Update</u></b></p> <ul style="list-style-type: none"> <li>• Final Report: Consensus was that the Final Report was well done, is comprehensive, and will be an excellent basis for moving forward on</li> </ul>

*Follow-up: Staff to prepare detail implementation plan (traffic device purchases & reconfiguration pilot)*

Lower Village projects including pilot tests this summer and capital plan projects for paving, as well as potential sidewalk, road & intersection reconfiguration, and other infrastructure projects.

- Timeline
  - Summer 2016 (before 6/30): purchase & install traffic control devices (speed feedback radar signs, movable speed humps, and/or pavement markings) for an amount not to exceed \$5,000. Conduct before/after speed data tests.
  - Summer 2016: Conduct a pilot reconfiguration test (or multiple pilot tests) for the intersection at the Lower Village Green.
  - FY16-17: An additional \$6,000 is available for the purchase and installation of traffic control devices.
  - FY16-17: Research grant opportunities for engineering studies for Lower Village paving/construction project. Investigate alternatives & costs for underground utilities, drainage, and other infrastructure changes.
  - Budget Planning for FY17-18: Include cost of the engineering construction study in the capital plan or operating budget.
  - Summer 2017 (beginning July 1): Conduct Engineering Study.
- Keith noted that there will probably need to be some sort of community advisory group involved in the next steps for Lower Village modifications and that the Selectboard should make sure there is a coordinated approach between the capital plan, the paving project, and plans for modifications/changes to the Lower Village area.

#### **Utility Relocation Order – Bridge 8**

- As a formality, VTrans requested the Selectboard sign an order that requires VEC to relocate their aerial facilities at the south end of Bridge 8 (on the Main Road, just south of Moody Road) on or before January 1, 2017 in preparation for the summer 2017 bridge replacement project.
- **MOTION: Livak moved and Hendrickson seconded that the members of the Huntington Selectboard sign the Relocation Order for Vermont Electric Company as drafted by VTrans for the Bridge 8 project (Huntington BF 0211(32)). Passed unanimously with 3 members present and voting.**

#### **MOTION – UTILITY RELOCATION ORDER**

*Follow-up: Staff to prepare realignment plan & present at 4/4 Selectboard meeting*

#### **Moody Road Relocation Project**

- The Selectboard requested staff put together a project plan for the relocation/realignment of Moody Road and report back to the Selectboard at the April 4<sup>th</sup> Selectboard meeting.

#### **Tree Removal – East Street**

- On Alger's behalf, Elliott notified the Selectboard that there is a tree in the Town ROW at 305 East Street that is rotted and poses a problem. The homeowner offered to pay one half the cost of the tree removal and to take care of all clean-up and disposal, provided the Town pays the other half of the bill. The total removal cost is expected to be \$650.
- **MOTION: Livak moved & Hendrickson seconded that the Town pay for**

#### **MOTION – TREE REMOVAL APPROVAL**

<p><i>Follow-up: Staff to prepare spring/summer highway work calendar &amp; post on website</i></p> <p><i>Follow-up: Road Crew to mow parsnip prior to 7/1</i></p> <p><i>Follow-up: Livak to provide wild parsnip items</i></p>	<p>one half of the invoice for the removal of the tree in the Town ROW at 305 East Street, which is estimated to be \$650 for the total cost of tree removal. Passed unanimously with 3 members present and voting.</p> <p><b><u>General Updates</u></b></p> <ul style="list-style-type: none"> <li>• Alger is proceeding with ordering the John Deere grader, with delivery anticipated in early July. He has negotiated an extended warranty at no additional cost.</li> <li>• Alger and Elliott are preparing grant applications for the Better Roads program, VTrans Structures program, and VTrans Paving Program.</li> <li>• Livak requested that the spring/summer highway work schedule be made available on the Town website homepage (as was done last summer) and on Front Porch Forum. Alger and Elliott were asked to prepare the spring/summer work calendar to present to the Selectboard.</li> </ul> <p><b><u>Wild Parsnip</u></b></p> <ul style="list-style-type: none"> <li>• Livak noted that the Huntington Conservation Commission is requesting the Highway Department complete roadside mowing prior to July 1, before the wild parsnip goes to seed.</li> <li>• Livak will give a heads-up before the parsnip goes to seed, and will also provide a map of the key/critical parsnip problem areas.</li> <li>• The question arose about what to do regarding wild parsnip that is in the strip of land outside the Town ROW but before farmers or property owners are mowing their fields. It was suggested that Livak work education and outreach regarding this with the Conservation Commission.</li> </ul>
<p><b>Public Comment</b></p>	<p>No members of the public offered comment.</p>
<p><b>Administration &amp; Planning</b></p> <p><b>MOTION – MINUTES</b></p> <p><b>APPROVAL – WARRANTS</b></p> <p><b>MOTION - APPOINTMENTS</b></p>	<p><b><u>Approval of Minutes (02/22/2016)</u></b></p> <ul style="list-style-type: none"> <li>• <b><u>MOTION – MINUTES:</u></b> Livak moved and Hendrickson seconded that the Huntington Selectboard approve the minutes of March 7, 2016 with no substantive changes. Passed unanimously with 3 members present and voting.</li> </ul> <p><b><u>Approval of Warrants</u></b></p> <ul style="list-style-type: none"> <li>• 4 warrants were signed as presented.</li> </ul> <p><b><u>Appointments</u></b></p> <ul style="list-style-type: none"> <li>• <b><u>MOTION:</u></b> Livak moved and Hendrickson seconded that the Huntington Selectboard make the following appointments, as outlined in the <b>March 21, 2016 appointments document:</b>  Andrew Hendrickson, Amer. with Disabilities Coord., 1-yr term, ending 2017  Mark Smith, DRB (liaison from the HPC), 1-year term, ending 2017  Dori Barton, Fence Viewer, 1-year term, ending 2017  Andrew Hendrickson, Fence Viewer, 1-year term, ending 2017  Roman Livak, Fence Viewer, 1-year term, ending 2017  Dori Barton, Inspector of Shingles, 1-year term, ending 2017</li> </ul>

**MOTION - CUSI  
APPOINTMENT**

Nancy Stoddard, Weigher of Coal, 1-year term, ending 2017  
Nancy Stoddard, CCRPC Board Alternate, 2-year term, ending 2017  
Nancy Stoddard, CCRPC TAC Alternate, 2-year term, ending 2017  
Mason Rachampbell, Health Service Officer, 3-year term, ending 2019  
Dean Grover, Deputy Health Service Officer, 3-year term, ending 2019  
**Passed unanimously with 3 members present and voting.**

**Correspondence & Communications**

**Chittenden Unit for Special Investigation Board Representative**

- **MOTION – CUSI: Livak moved and Barton seconded to appoint Andrew Hendrickson as Huntington’s representative to the CUSI Policy Board of Directors for a 2-year term expiring in 2018. Passed unanimously with 3 members present and voting.**

**PACE Research**

- Helen Keith agreed to continue researching the PACE program and to make a presentation with her findings and recommendations to the Selectboard at the Selectboard’s May 2, 2016 meeting.

**Community Projects**

- The Selectboard sponsored The Hungry Heart opiate addiction forum (film showing and community discussion) in February. Now there are 2 additional community issues that have been raised.
- Food Insecurity: An effort to address hunger in Huntington has gotten underway by a collection of community residents who have formed a group called Huntington EATS. They currently have two special projects under way, as noted below. This group is getting funding from Neighbor Helping Neighbor and community donations:
  - Soup’s On: Wednesday 4/28 and 5/20, there will be free take-out homemade soup and mini-loaves of bread. Take some home and deliver some to a neighbor in need.
  - Weekend Backpack Snack Program: Beginning Friday 6/24, bags of cereal, peanut butter, whole wheat crackers and fresh fruit will be distributed to the kids who attend the Friday Free Lunch at the Public Library. While this is targeted to kids who receive free & reduced price school meals, all kids attending are welcome to take home a ‘backpack’ of food each Friday.
- RAPT Community Conversation (Reaching-out for Awareness, Prevention & Treatment): A group is looking to provide community forums on issues such as suicide prevention, mental health resources, social media, etc. A survey will be conducted regarding topics of interest and preferred meeting times. In September, to coincide with Suicide Awareness Month, a community service will be held for those whose lives have been touched by suicide.

**Chittenden Solid Waste District**

- Livak is currently serving as CSWD Board representative and the alternate position is vacant. Livak would like a replacement for the 2-

*Follow-up: Livak to provide*

<p>CSWD project ideas &amp; costs</p> <p>Follow-up: Hendrickson to contact Frank Bryan</p>	<p>year term which ends May 31, 2018. He will stay on until a replacement is found.</p> <ul style="list-style-type: none"> <li>Huntington currently has \$2,500 available from CSWD for community projects. Livak will request a list of what other towns have done for projects as well as pricing for activities such as tire collections, appliance collections, eligible green up day expenses, etc.</li> </ul> <p><b><u>Tax Sale</u></b></p> <ul style="list-style-type: none"> <li>Elliott has contacted the Town Attorney regarding tax sale properties and expects to hear back later this week.</li> </ul> <p><b><u>Letter Regarding History of Black Selectmen</u></b></p> <ul style="list-style-type: none"> <li>A letter was received asking for information on the history of black selectmen in Huntington. Hendrickson will check to see if Frank Bryan has any information.</li> <li>There were no updates on the Town Forest easement or the Hazard Mitigation House Elevation Project.</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> <ul style="list-style-type: none"> <li>Elliott will send out the updated Selectboard Strategic Planning spreadsheet, with tabs for the Selectboard/Town Administrator Annual Work Calendar, SB Baseline &amp; Special Projects, Buildings &amp; Grounds, Finance, Highway, and HR tabs.</li> <li>Selectboard members will review and send updates to Elliott by Wednesday April 6. Elliott will send out updated spreadsheet on Thursday April 7.</li> </ul>
<p><b>MOTION: ADJOURNMENT</b></p>	<p><b><u>MOTION:</u></b> Livak moved and Hendrickson seconded to adjourn the meeting at 8:46 pm. Passed unanimously with 4 members present and voting.</p>
	<p>03/21/16 – Meeting date  03/24/16 – Draft/unapproved minutes distributed and posted on website.  04/04/16 – Final/approved minutes approved  04/06/16 – Approved minutes sent to Town Clerk for recording &amp; website posting</p>