

Town of Huntington Selectboard

Monday, September 19, 2016
7:00 pm – Town Office, Lower Level



APPROVED MINUTES

RECEIVED *[Signature]*
FOR RECORD
DATE October 6, 2016

<p>Agenda</p>	<ul style="list-style-type: none"> • Highway <ul style="list-style-type: none"> ○ Project prioritization ○ Vehicle towing ○ HR Items: Hourly rate for CDL drivers; Vacation carryover ○ Fy17-18 Additional traffic enforcement research ○ General Updates / New Business • Stormwater Mitigation Project • Public Comment • Administration <ul style="list-style-type: none"> ○ HMGP House Elevation Project ○ Correspondence & Communications ○ Minutes (9/06) & Warrants ○ Calendar Planning & Review ○ Open Items, General updates & Other Business
<p>SB Members present: SB Members absent: Staff Present: Others Present:</p>	<p>Dori Barton (Chair), Andrew Hendrickson, Chris Norris, Nancy Stoddard (Vice-Chair) Roman Livak Clinton 'Yogi' Alger (Road Foreman), Barbara Elliott (Town Administrator) Ruth Blodgett (Times Ink!), Jay Centerbar, Vicki Centerbar, Peter Hess, Jeffrey Krull, Cara LaBounty, Darlene Palola</p>
<p>Call to Order</p>	<p>Barton called the meeting to order at 7:00 pm.</p>
<p>Highway</p>	<p><u>Highway Project Prioritization</u></p> <ul style="list-style-type: none"> • Road Crew projects completed—or to be completed--this construction season have included: <ul style="list-style-type: none"> ○ Lower Village speed bump and intersection reconfiguration tests ○ Camels Hump Road signage ○ Salvas Road ditching work: Better Roads grant ○ Replacement of 4 Main Road, 1 Moody Road, 1 Taft Road and 1 Texas Hill Road culverts ○ Completion of FEMA June 9, 2015 storm recovery work on Beane, Happy Hollow, Salvas, Shaker Mountain, Taft and Trapp Roads ○ Roadside mowing; brush cutting; grading & chloriding; cold patching; material hauling ○ OSHA and grader classes • Contracted projects completed—or to be completed—this construction season: <ul style="list-style-type: none"> ○ Hinesburg Hollow shim & overlay: DONE ○ Texas Hill Circle Better Roads grant culvert replacement: DONE ○ 2 Main Road culvert replacements: DONE

- 6 cross culvert paving projects
- Camels Hump Road traffic engineering study: 9/27 – 11/15
- Projects prioritized for completing before snow flies:
 - Remove speed bump from Lower Village
 - Moody Road realignment project
 - Upper Moody Road ditching and re-vegetation
 - 3 Salvas Road, 2 Camels Hump Road, and 2 Trapp Road culvert replacements
 - 2-4 weeks of sand/salt hauling
 - Winter equipment maintenance
 - FEMA reporting (needs to be completed for Audit by 10/3)
 - Better Roads grant reporting
 - Culvert & sign inventory updates
 - Capital Plan and General Fund Budget (Alger/Elliott)
 - Camels Hump Road 'No Parking' signage and/or vehicle towing (Alger/Elliott)
 - Main Road speed sign data analysis (Elliott)
- Projects to be completed in the 2017 construction season:
 - 3 Salvas Road and 2 Camels Hump Road culvert replacements
 - Economou Road St. culvert work near St. Amour property
- TBD
 - Speed tables/rumble strips for Lower Village

Vehicle Towing

- The Selectboard reviewed the current Parking Ordinance which specifies no parking A) in any are where official 'No Parking' signs are posted; This includes: (Section 4-B) no parking on Camels Hump Road between the intersection of Salvas Road and 3500 Camels Hump Road (the upper parking lot); and (Section 4-C) no parking on Main Road between the intersection of Moody Road and 7400 Main Road.
- Peter Hess, who lives at the top of Camels Hump Road, shared that on recent Saturdays the parking lot has been full and there have been 50+ cars parked along the roadside. People even moved rocks and cones to park on his lawn. Hess met with Jay Nerenberg from Forest, Parks & Rec regarding the possibility of expanding the parking lot.
- Discussion points included:
 - whether there should be any parking at any point on the road;
 - whether it would be 'fair' to tow certain cars and not others (for example to tow only those cars blocking emergency vehicle access versus towing all cars);
 - whether the Selectboard should appoint another Ordinance Enforcement Officer in addition to the Road Foreman, who would also be authorized to have cars towed;
 - developing a leaflet warning motorists not to park on the roadway and alerting them that all cars will be towed beginning on a specific date;

**MOTION: CASUAL LABOR
CDL DRIVER RATES**

**MOTION: VACATION
CARRYOVER**

- postings warning signs +/- or the ordinance at the trail heads; and
- modifying the frequency and wording of current 'No Parking' signage on Camels Hump Road.

Highway HR Items

- Hourly rate for CDL drivers
 - **MOTION: Stoddard moved and Hendrickson seconded that the hourly rate for casual labor CDL drivers who have 5 or more years of municipal experience be increased from \$16.00 to \$18.00 per hour effective immediately (as an addendum to the "Salary Increases – FY 2016-2017" document approved and signed by the Selectboard on Monday, June 6, 2016). Passed unanimously with 4 members present and voting.**
- Vacation carryover
 - **MOTION: Hendrickson moved and Stoddard seconded that a one-time exception be made for the benefit years ending June 30, 2017 and June 30, 2018 to allow employees to carry over 3 weeks of vacation into the new benefit year (rather than the 2 weeks as stated in the Personnel Policy). Passed unanimously with 4 members present and voting.**
 - Note: Initial motion was for a one-year exception. After Alger requested the carryover exception be extended to 2 years, Hendrickson/Stoddard made a friendly amendment to accommodate Alger's request.
 - Alger will consider, as part of this budget season, whether to recommend funds for possible vacation buy-out and/or contracting out more of the planned work in order to facilitate vacation planning.
 - Selectboard will monitor the status of vacation carryover next summer to determine if the vacation policy needs further adjustment.

Traffic Enforcement

- Proposed Town Meeting Article
 - Barton recommended the Selectboard incorporate the standard Vermont State Police traffic enforcement contracted hours in the General Fund budget and put forward as an Article at Town Meeting the question of whether to allocate additional funds for traffic enforcement. A sample article could be:
 - *Shall the voters of the Town of Huntington authorize the Selectboard to contract for an amount not to exceed \$xx,xxxx for approximately xx hours of traffic enforcement coverage (with Richmond? Hinesburg? Chittenden County Sherriff's Office...) for FY 2017-2018 to be funded by increasing the proposed General Fund Budget?*
 - The Selectboard fully supported this as an excellent approach.
 - Norris and Elliott will research alternatives and costs with

<p>MOTION: STORMWATER MITIGATION CONCEPTUAL PLAN APPROVAL</p> <p><i>Follow-up Action Items List</i></p>	<p>Hinesburg, Richmond, the County Sherriff and others. It will be made clear during this research that the Selectboard will be putting this forward to the voters at Town Meeting so that expectations are clear.</p> <p><u>Stormwater Mitigation Project</u></p> <ul style="list-style-type: none"> • Darlene Palola (Conservation Commission member and project leader) updated the Selectboard on the project timeline (particularly as it relates to the General Fund Budget and grant applications) and provided additional feedback on the proposal for a second swale as was suggested for the same location as the existing catch basin and drainage to the river. • MOTION: Stoddard moved and Hendrickson seconded to approve a conceptual plan for the Stormwater Mitigation Project at the Town Garage/Recreation Field that encompasses: removing the existing dry well and drainage from that dry well directly to the river; that creates a wider grass-lined ditch with stone check dams that will extend parallel to the Sand Shed and curve around the east and north sides of the parking area behind the sand shed; and that encompasses a discharge level spreader directed toward the tree line at the end of the swale. Passed unanimously with 4 members present and voting. • <u>Highway Action Items</u> <ul style="list-style-type: none"> ○ Selectboard members will visit Camels Hump Road on a Saturday in order to observe parking issues (all Selectboard members) ○ Prepare leaflets for notifying cars re: towing (Elliott) ○ Inventory exact wording and location of current 'No Parking' signs (Elliott) ○ Research requirements for 'No Parking' sign spacing (Elliott) ○ Estimate cost for new 'No Parking' signage (Alger) ○ Continued communication with Garry Scott of VSP & Jay Nerenberg of Forests, Parks & Rec (Elliott) ○ Research cost of milled-in rumble strips (existing pavement) vs rolled-in strips installed in hot paving (Alger)
<p>Public Comment</p>	<p>No members of the public presented comment.</p>
<p>Administration</p>	<p><u>HMGP House Elevation Project</u></p> <ul style="list-style-type: none"> • At the August 15, 2016 Selectboard meeting the Centerbars (property owners) and LaBounty (the volunteer working with the Centerbars) agreed to provide the Selectboard with feedback, via Nancy Stoddard, regarding their concerns with and recommendations regarding roles and responsibilities for this project. To date there had been no communication to Stoddard, the Selectboard or Lee Krohn, CCRPC project manager. • The Centerbars and LaBounty attended the Selectboard meeting and reported that LaBounty has proceeded on her own, without consultation with the Town or CCRPC, to pull together information from contractors and other Towns for the submission of a new HMGP grant application requesting more funding for the project, and that she

<p>MOTION - MINUTES</p>	<p>has also been working with the State Hazard Mitigation Officer, Lauren Oates. LaBounty's intent is to present the Town with a revised grant application.</p> <ul style="list-style-type: none"> • Stoddard expressed surprise that LaBounty had determined an independent course of action without communicating with Stoddard, as the Selectboard liaison, or Krohn, the CCRPC project manager. Stoddard requested that in the future: <ul style="list-style-type: none"> ○ LaBounty and the home owners communicate to the Selectboard through Stoddard; ○ before deviating from agreed upon plans, information be communicated to Stoddard and Kohn. • Stoddard will communicate to Krohn that at this time, the work that CCRPC is doing should be put on hold since input to the RFP and scope of the project may change due to the new application. • No further Selectboard action will be taken until the Centerbars and/or LaBounty contact Stoddard. <p><u>Minutes Approval</u></p> <ul style="list-style-type: none"> • MOTION – MINUTES: Stoddard moved and Hendrickson seconded to approve the Selectboard minutes of September 06, 2016 as amended. 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>Volunteer Appreciation</u></p> <ul style="list-style-type: none"> • The Selectboard will hold the 2nd Annual Town Volunteer Appreciation Dessert on Wednesday, October 26, 2016 at the Town Hall.
<p>MOTION: ADJOURNMENT</p>	<p><u>MOTION:</u> Stoddard moved and Norris seconded to adjourn the meeting at 9:37 pm. Passed unanimously with 3 members present and voting.</p>
	<p>09/19/16 – Meeting date 09/21/16 – Draft/unapproved minutes distributed and posted on website. 10/03/16 – Final/approved minutes approved 10/03/16 – Approved minutes to Town Clerk for recording & web posting</p>