Town of Huntington Selectboard

RECEIVED FOR RECORD DATE 11.10.16

Monday, October 03, 2016
7:00 pm – Town Office, Lower Level

APPROVED MINUTES

Agenda	• **Highway** o Power line installation – Spence Road o Stormwater Mitigation Project plans & cost estimate o Highway work project updates & prioritization o Traffic calming o FY 2017-2018 additional traffic enforcement research o General Updates / New Business • **Public Comment** • **Chittenden County Regional Planning Commission Annual Update** • **Administration** o Notices of Violation – 78 Taft Road o Correspondence & Communications o Minutes (9/19) & Warrants o Calendar Review & Planning o Open Items, General updates & Other Business
SB Members present: **Staff Present:** **Others Present:**	Dori Barton (Chair), Andrew Hendrickson, Chris Norris, Roman Livak, Nancy Stoddard (Vice-Chair) Clinton 'Yogi' Alger (Road Foreman), Barbara Elliott (Town Administrator) Charlie Baker (CCRPC), Ruth Blodgett (Times Ink!), Laura Cameron, Knox Cummin, Darlene Palola, Heidi Racht (Town Clerk)
Call to Order	Barton called the meeting to order at 7:00 pm.
Highway	**<u>Power line installation – Spence Road</u>** • Knox Cummin discussed his plans for getting power to his house with the Selectboard. The Selectboard previously indicated they do not want new powerlines located over the river. Green Mountain Power told Cummin that they are not willing to locate the power line on the bridge. • The Town process for locating power lines under a Town road requires approval from the Road Foreman. Alger approved Cummin's plan, specifying that the lines with conduit must be buried a minimum of 3 feet with a concrete cover. **<u>Stormwater Mitigation Project</u>**
MOTION: STORMWATER MITIGATION PROJECT APPROVAL	• **MOTION – PLAN APPROVAL: Livak moved and Hendrickson seconded to approve the Stormwater Improvement Plan and Details as presented in the September 23, 2016 Watershed Consulting Associates documents and to move forward with project implementation. Passed unanimously with 5 members present and voting.**
MOTION: STORMWATER PROJECT GRANT	• **MOTION – GRANT FUNDING: Livak moved and Stoddard seconded that the Huntington Selectboard pursue a Lake Champlain Basin Program grant for the Town Garage Stormwater Improvement Project,**

with Friends of Winooski River handling grant writing, reporting, and the engineering contract based on the approved Stormwater Improvement Plan prepared by Watershed Consulting Associates, and that the Selectboard designate Barbara Elliott as the Grant Administrator with approval and signatory authority. Passed unanimously with 5 members present and voting.

- Alger indicated that he would like to do the work in-house rather than contracting the work out.

Highway Project Prioritization

- Current projects:
  - The road crew has nearly completed the Moody Road realignment project.
  - The upper Moody Road ditching and vegetative buffer work has been completed.
  - 2 road crew members (Liberty and Poland) attended the grader training class.
- Upcoming work includes:
  - TBD: Some or all of the additional culvert replacement work may be delayed until spring (4 on Main Road, 1 on Moody Road, 1 on Taft Road and 1 on Texas Hill Road).
  - ECI is expecting to come mid-month to pave the Main Road culverts that were replaced earlier in the summer.
  - Fall maintenance: culvert cleaning, scraping roads, hauling sand, painting plows and wings, etc. Alger will be keeping 2 temporary workers on for an addition two weeks (possibly more).
  - Completion of the FEMA June 9, 2015 storm recovery administrative reporting (Beane, Happy Hollow, Salvas, Shaker Mountain, Taft and Trapp Roads).
  - Completion of the Salvas Road Better Roads grant reporting.
  - Prepare the highway FY 17-18 work plan, Capital Plan updates and General Fund budget preparation.

Traffic Calming

- Resident Feedback: Elliott shared additional comments received from residents regarding Lower Village traffic calming and reconfiguration.
- Rumble Strips: Elliott reported the following regarding rumble strips:
  - The estimate for having a paving contractor mill rumble strips into the Main Road in the Lower Village is $5,000 per day of milling (min. charge is one day).
  - While fog line, and more recently center line, rumble strips have been used in residential areas, we have not found instances of transverse rumble strips in use in VT.
  - We have been cautioned by VTrans and ECI that residents across the state have been very unhappy with the noise created by rumble strips and many rumble strips that have been installed in residential areas are now being paved over. ECI noted that if they install rumble strips this fall and people are unhappy with

	the noise, ECI would not be able to pave them over until spring. • Speed Tables: The cost for a raised crosswalk/speed table is $3,300 (not including paint). ECI recommended Alger & Elliott road test specific speed tables prior to determining final specs for the Lower Village table. • Radar Signs: Feedback on the speed radar sign has been very positive. Cost per sign is about $3,700. • Funding: The FY 16-17 budget allocation for traffic calming devices is $6,000. The cost to install one speed table and purchase one additional radar sign is $7,000. The Selectboard is inclined to deficit spend for these items, however no official vote was taken. • Traffic Studies: CCRPC is conducting 2 traffic engineering studies for the Town (Camels Hump Road and the Horseshoe Bend portion of Main Road) with an expected completion date of mid-November. • Community Meeting Follow-up: In late November or early December the Selectboard will hold a follow-up community meeting with Camels Hump Road residents, the Vermont State Police and Forest, Parks & Rec. At that time we can share the CCRPC traffic study results. • Enforcement: Options for purchasing additional traffic enforcement hours, to present as an article at Town Meeting, are being researched. Chief Alan Buck from Richmond is very interested in working with the Town and will discuss the concept at the 10/10 Richmond Selectboard meeting. Elliott has a telephone meeting on 10/4 with Captain Michael Major of the County Sherriff's Department to discuss their interest and availability. Chief Frank Koss of Hinesburg responded that he does not have capacity to consider supporting Huntington.
Follow-up Action Items List	**HIGHWAY ACTION ITEMS** • **Elliott** will follow up with Friends of Winooski River on the next phase of the Stormwater Mitigation Project. • **Alger** will schedule the instructor from the Local Roads grader course to come out to Huntington to provide hands-on training. • **Alger and Stoddard** will meet Tuesday, October 11 @ 7am to work on the sign and culvert inventory updates. • **Alger and Elliott** will test-drive speed tables prior to determining final specs to present to the Selectboard. • **Alger** to recommend a final location for the one speed table to be installed in the Lower Village. • **Selectboard** will make the final purchasing decision on FY 16-17 traffic control devices. • **Elliott and Norris** will continue exploring options for additional traffic enforcement coverage.
Public Comment	No members of the public presented comment.
Chittenden County Regional Planning Commission (CCRPC) Annual Update	• CCRPC Executive Director Charlie Baker presented his annual update and discussed a number of issues with the Selectboard. A written annual report was distributed prior to the meeting along with handouts on 2 special initiatives: Building Homes Together and Opioid Alliance. • Among the issues discussed were: the status of the Road Inventory & Capital Budget Planning Project that CCRPC is conducting for the Town;

	financial challenges all towns will face in order to implement stormwater mitigation requirements; the impact of Chittenden County's housing shortage on employment; the new initiative to address the opioid epidemic; regional dispatch; and energy planning. • The Selectboard thanked Baker for the ongoing support the Town receives from CCRPC, including the current traffic engineering studies.

Administration
 	
MOTION – MINUTES
	Notices of Violation – 78 Taft Road
	• The Selectboard received copies of notices of violation issued by the Town Zoning Administrative Officer and the Agency of Natural Resources, Department of Environmental Conservation (Drinking Water and Groundwater Protection Division).
	• Violations cited include:
	  o Converting the structure from an owner-occupied single family dwelling to a duplex rental apartment building and adding 1-2 bedrooms without the required conditional use approval by the ZBA/DRB and a conditional-use permit from the Zoning Administrative Officer
	  o Not obtaining the required construction, electrical and plumbing permits
	  o There being no documentation on the property's wastewater disposal system
	  o Not obtaining a wastewater system & potable water supply permit
	• No action was required from the Selectboard at this time.
	
	Minutes Approval
	• **MOTION – MINUTES: Livak moved and Stoddard seconded to approve the Selectboard minutes of September 19, 2016 as presented. Passed unanimously with 5 members present and voting.**
	
	Warrants
	• 4 warrants were signed as presented.
	
	Volunteer Appreciation
	• Plans are underway for the 2nd Annual Town Volunteer Appreciation Dessert being held on Wednesday, October 26, 2016 at the Town Hall.
	
	Capital Plan & General Fund Budget
	• Concern was raised that we are behind schedule for approving the draft Capital Plan.
	• In order to ensure the Selectboard meets all required dates it was suggested that a special 4-hour budget planning session be held on Saturday, November 5 from 8am to noon (at Stoddard's, 1335 East Street). This will be a dedicated time for the Selectboard to:
	  o Review the FY 17-18 highway work plan, which informs both the Capital Plan and the General Fund Budget, and identify any gaps or questions
	  o Review the updated Capital Plan and identify any gaps or

Follow-up: Elliott to forward Barton's summary of Town Plan implementation steps owned by the SB.	questions o Review the first draft General Fund budget and identify any gaps or questions **<u>Selectboard/Planning Commission Quarterly Check-in</u>** • It would be helpful to have a matrix of Town Plan implementation steps that could be used in establishing priorities and timelines, and for tracking ownership, status, etc. • Barton previously put together a listing of Selectboard specific Town Plan implementation steps. Elliott will forward that to the Selectboard. • No date or formal agenda has been set for the first check-in.
MOTION: ADJOURNMENT	**<u>MOTION</u>**: Livak moved and Stoddard seconded to adjourn the meeting at 8:46 pm. Passed unanimously with 5 members present and voting.
	10/03/16 – Meeting date 10/06/16 – Draft/unapproved minutes distributed and posted on website. 11/07/16 – Final/approved minutes approved 11/08/16 – Approved minutes to Town Clerk for recording & web posting