

Town of Huntington Selectboard

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



APPROVED MINUTES

<p>Agenda</p> <p>RECEIVED <i>[Signature]</i> FOR RECORD DATE <u>November 20</u> <u>2016</u></p>	<ul style="list-style-type: none"> • Highway: Updates; potential agricultural easement at Town Garage • Public comment • Committees: Energy Committee; CCRPC CWAC appointments • Administration: <ul style="list-style-type: none"> ○ Q1 FY 16-17 budget review ○ 2nd pass FY 17-18 Highway, Capital Plan & General Fund budget review and updates to the 11/05 working session action items ○ Correspondence & communications ○ Minutes approval (10/03 & 10/26) ○ Warrants • Other/ new business
<p>SB Members present:</p> <p>Staff Present:</p> <p>Others Present:</p>	<p>Dori Barton (Chair), Andrew Hendrickson, Chris Norris, Roman Livak, Nancy Stoddard (Vice-Chair)</p> <p>Barbara Elliott (Town Administrator)</p> <p>Ruth Blodgett (Times Ink), Ross Ogilvie (Energy Committee)</p>
<p>Call to Order</p>	<p>Barton called the meeting to order at 7:00 pm.</p>
<p>Public Comment</p>	<p>Blodgett expressed appreciation for the installation of the Town Office outside stairway light.</p>
<p>Highway</p>	<p><u>Culvert Inventory Database</u></p> <ul style="list-style-type: none"> • Stoddard received updates from Alger and will be entering the changes into the database before the end of the calendar year. <p><u>Sign Inventory</u></p> <ul style="list-style-type: none"> • Alger still needs to address updates to the 2015 sign inventory before the inventory becomes obsolete. <p><u>Grant Reporting</u></p> <ul style="list-style-type: none"> • The following highway work, grant paperwork and reporting has been completed, and reimbursement requests have been submitted: <ul style="list-style-type: none"> ○ Total June 2015 Storm FEMA reimbursement (state & federal share) is \$120,952.95. ○ Better Roads Salvas Road erosion control project reimbursement is \$20,000. ○ Better Roads Texas Hill Circle culvert replacement project reimbursement is \$40,000. <p><u>Potential Agricultural Easement at Town Garage</u></p> <ul style="list-style-type: none"> • The Development Review Board (DRB) has warned the final subdivision plan for the Fuller's to create a third parcel of 10.5 acres from two existing residential parcels at 4870 Main Road (11.2 acres) and 4890 Main Road (1.93 acres). The subdivision will create two residential parcels of 1.61 acres and 1 acre and an agricultural parcel of 10.5 acres. The Selectboard was asked for conceptual approval for an easement from the Town Garage area to the agricultural field. Questions raised

	<p>and concerns expressed included:</p> <ul style="list-style-type: none"> ○ The Selectboard is not aware that there is an 'agricultural parcel' classification, and requests clarification from the DRB. ○ If 'agricultural parcels' are a classification, the Selectboard would like clarification on the regulations governing use and conditional use for those parcels. ○ The Selectboard would like to know if the proposed 10.5 acre 'agricultural parcel' is developable in the future or if development is precluded. This has a potential impact on future use of an easement should the Town grant it. ○ Prior to approving conceptual approval for the easement, the Town needs to understand the full future ramifications of providing such an easement. <ul style="list-style-type: none"> ● The Selectboard requests that the DRB provide further explanation and/or attend the November 21 Selectboard meeting. It was noted that the timing of the public hearing (11/15) is early given the timing of the easement approval request presented to the Selectboard.
<p>Energy Committee</p>	<ul style="list-style-type: none"> ● Ogilvie, Chair of the Energy Committee updated the Selectboard on membership challenges the Committee faces and asked for assistance in soliciting new members. Currently there are 2 active members on the committee. ● Elliott will assist Ogilvie in following up on the suggestions the Selectboard brainstormed (including Front Porch Forum, Times Ink and school notices and making initial contact with individuals).
<p>CCRPC CWAC Appointments MOTION – APPOINTMENTS</p>	<ul style="list-style-type: none"> ● MOTION – CCRPC CWAC APPOINTMENTS: Stoddard moved and Livak seconded that the Huntington Selectboard approve Town Administrator Barbara Elliott's request to appoint Darleen Palola (a member of the Conservation Commission) as the new Chittenden County Regional Planning Commission (CCRPC) Clean Water Advisory Committee (CWAC) representative and Barbara Elliott as the CCRPC CWAC alternate. Passed unanimously with 5 members present and voting. ● Elliott noted that Palola has been very active in stormwater issues. (Note: She is the former Chair of the Stratton Area Citizens Committee, dealing with issues regarding environmental protection, water quality and stormwater management.)
<p>Q1 FY 16-17 Budget Review</p>	<ul style="list-style-type: none"> ● Elliott summarized Q1 revenue and expense status. ● Revenue shortages such as dog licenses, school payment for the Town report and winter maintenance reimbursement for Buels Gore, Camels Hump State Park and Starksboro are a result of timing issues, since this revenue is not expected until Q3. ● Revenue for traffic fines is significantly ahead (74.9% of budget already received). ● Most expenses that are over budget are a result of timing issues such as our paying the full year of appropriations (CCRPC, VLCT), Health Education & Welfare (HEW) contributions and reserve fund transactions at the beginning of the fiscal year; and making ½ year payments for insurance premiums, bonds and loans. ● A couple of expense categories that need monitoring include:

	<ul style="list-style-type: none"> ○ Animal Control vet expenses ○ Culverts ○ Signs <ul style="list-style-type: none"> ● Elliott will research Legal expenses and report back on 11/21.
FY 17-18 Highway, Capital Plan & General Fund Budget	<ul style="list-style-type: none"> ● Elliott emailed summaries from the Selectboard's 11/5 working session questions and requests for additional information to each department and prepared a consolidated tracking grid of all open items for the Selectboard to monitor throughout the rest of the budgeting process. ● The HR subcommittee will meet to develop recommendations on salaries and other HR related expenses.
Correspondence & communications	<ul style="list-style-type: none"> ● Hendrickson presented information on the upcoming Chittenden Unit for Special Investigation (CUSI) Annual Meeting, and will invite our legislators to attend. ● Stoddard last heard from Cara Labounty on 10/17 regarding the Hazard Mitigation Grant Program (HMGP) house elevation project. They have connected with the general contractor and will be developing updated estimates and revising the grant application. ● Thank you letters were received from a number of HEW organizations.
Minutes & Warrants	<p><u>Minutes Approval</u></p> <ul style="list-style-type: none"> ● MOTION – MINUTES: Stoddard moved and Norris seconded to approve the Selectboard minutes of October 3, 2016 and October 26, 2016 as presented. Passed unanimously with 5 members present and voting. <p><u>Warrants</u></p> <ul style="list-style-type: none"> ● 8 warrants were signed as presented.
MOTION: ADJOURNMENT	<p><u>MOTION:</u> Stoddard moved and Livak seconded to adjourn the meeting at 8:36 pm. Passed unanimously with 5 members present and voting.</p>
	<p>11/07/16 – Meeting date 11/08/16 – Draft/unapproved minutes distributed and posted on website. 11/21/16 – Final/approved minutes approved 11/23/16 – Approved minutes to Town Clerk for recording & web posting</p>