

Town of Huntington Selectboard

Monday, December 5, 2016
7:00 pm – Town Office, Lower Level

** APPROVED ** MINUTES



RECEIVED
FOR RECORD
DATE *December 22, 2016*

<p>Agenda</p>	<ul style="list-style-type: none"> • Selectboard Executive Session • General Fund Budget Review • Public comment • FY 15-16 Professional Audit: Management Discussion & Analysis • Warrants & Minutes . • Other/ New Business
<p>SB Members present:</p> <p>Staff Present:</p> <p>Others Present:</p>	<p>Dori Barton (<i>Chair</i>), Andrew Hendrickson, Chris Norris (<i>arrived just prior to the Executive Session</i>), Roman Livak, Nancy Stoddard (<i>Vice-Chair</i>)</p> <p>Clinton 'Yogi' Alger (<i>Road Foreman</i>), Barbara Elliott (<i>Town Administrator</i>)</p> <p>Ruth Blodgett (<i>Times Ink!</i>), Jim Carroll (<i>Town Attorney</i>), Kathleen Clark (<i>Town Treasurer</i>)</p>
<p>Call to Order</p>	<p>Barton called the meeting to order at 7:05 pm.</p>
<p>ACO Intake Form - MOTION</p>	<p>Elliott presented the standard Chittenden County Annual Intake Form agreement for Selectboard approval.</p> <ul style="list-style-type: none"> • MOTION: Stoddard moved and Livak seconded to authorize the Town Administrator to sign the proposed 2017 Humane Society Animal Control Intake Agreement. Passed unanimously with 4 members present and voting.
<p>Errors & Omissions - MOTION</p>	<p>The Listers provided an updated Errors and Omissions Certificate to the Grand List.</p> <ul style="list-style-type: none"> • Livak would like additional information on how this came to the Listers' attention and will follow up directly with the Listers. • MOTION: Stoddard moved and Hendrickson seconded that the Huntington Selectboard accept and approve the Errors and Omissions Certificate to the Grand List for 2016 as submitted by the Board of Listers dated December 1, 2016 outlining the following updates: Vermont Transco, Parcel #95010 Span #303-096-10141 Real value from -0- to \$182,800 Difference \$182,800 Reason: Just became aware of the property in Huntington Passed unanimously with 4 members present and voting.
<p>Warrants & Minutes - MOTION</p>	<p><u>Warrants</u></p> <ul style="list-style-type: none"> • 3 warrants, as presented, were signed by all 5 Selectboard members during the meeting.

	<p>Minutes Approval</p> <ul style="list-style-type: none"> • MOTION – MINUTES: Livak moved and Stoddard seconded to approve the November 21, 2016 Selectboard meeting minutes as corrected. Passed unanimously with 4 members present and voting.
<p><i>(Selectboard member Chris Norris joined the meeting.)</i></p>	
<p>Committee Appointment – MOTION</p>	<ul style="list-style-type: none"> • MOTION: Livak moved and Stoddard seconded that the Selectboard approve the appointment of Natalia Czar to the Huntington Energy Committee (HEC), as recommended by the HEC. Passed unanimously with 5 members present and voting.
<p>Executive Session – MOTIONS</p>	<ul style="list-style-type: none"> • MOTION: Livak moved and Stoddard seconded that in accordance with 1 V.S.A. § 313, the Huntington Selectboard enter into Executive Session with the Town Attorney for confidential attorney-client communication for the purpose of providing professional legal service to the Selectboard. Passed unanimously at 6:23 pm with 5 members present and voting. • MOTION: Livak moved and Stoddard seconded that Huntington Selectboard’s move to go into Executive Session was necessary because premature disclosure of attorney-client information would put the Town at a substantial disadvantage. Passed unanimously with 5 members present and voting, • As recommended by the Town Attorney, in addition to the Selectboard and Town Attorney, attendees at the Executive Session also included Road Foreman Yogi Alger and Town Administrator Barbara Elliott. • MOTION: Livak moved and Stoddard seconded to go out of Executive Session with no action taken. Passed unanimously @ 7:18 pm with 5 members present and voting. • Barton stated: “The Selectboard is now out of Executive Session.”
<p>General Fund Budget</p>	<p>Elliott reported that she &/or department heads had reviewed budget line items for potential areas where reductions could be made.</p> <ul style="list-style-type: none"> • Highway: Alger and Elliott presented updates to the Highway spreadsheets for labor and project planning and proposed potential reductions to the Highway General Fund Budget. • Fire Department: Elliott presented reductions to the Fire Department budget as recommended by Fire Chief Tate Jeffrey. • Elliott presented areas for reductions that she had proposed to various departments. <ul style="list-style-type: none"> ○ Reductions agreed to by departments were reviewed with the Selectboard for Animal Control, Recreation, Town Administrator, Town Office (note: Racht is on vacation, so the reductions have yet to be reviewed with her), and Town Treasurer. ○ Elliott proposed reductions to the Selectboard budget that were accepted.

	<ul style="list-style-type: none"> • The Selectboard reviewed the full general budget and discussed additional areas that may be considered for reductions. • Town Treasurer Kathleen Clark presented proposed capital plan funding sources.
Public Comment	<ul style="list-style-type: none"> • No members of the public presented comment
Professional Audit: Management Discussion & Analysis (MD&A) - MOTION	<ul style="list-style-type: none"> • Elliott proposed draft inputs for the Selectboard's portion of the MD&A. <ul style="list-style-type: none"> ○ MOTION: Livak moved and Hendrickson seconded that the Huntington Selectboard approve the FY15-16 Audit Management Discussion and Analysis letter as presented and that it be forwarded to Fothergill, Segale, and Valley to include in the final audit report. Passed unanimously with 5 members present and voting.
MOTION: ADJOURNMENT	MOTION: Livak moved and Hendrickson seconded to adjourn the meeting at 8:43 pm. Passed unanimously with 5 members present and voting.
	12/05/16 – Meeting date 12/08/16 – Draft/unapproved minutes distributed and posted on website. 12/19/16 – Final/approved minutes approved 12/21/16 – Approved minutes to Town Clerk for recording & web posting