

Town of Huntington — Town Hall Committee Meeting

Thursday, Aug 28, 2014
Huntington Town Hall

RECEIVED

DATE



APPROVED MINUTES

<p>Agenda</p>	<ul style="list-style-type: none"> • Approval of last month's minutes <ul style="list-style-type: none"> - July 24 and July 31 • Status of accessibility modification contract and work <ul style="list-style-type: none"> - VCDP: New Leaf contract, status of septic and ZA permits - VHCB: Comments on easement - DHP: due Oct 6th - Time records needed - References needed – Terry and Mariah • Status of business plan development <ul style="list-style-type: none"> - Development of information needed for VHCB - updated inventory of capital needs, budget for on-going maintenance and parking plan - Other updates on visits or research? • Other business: <ul style="list-style-type: none"> - TH Budget due Oct 1st - Revisions to standing agenda?
<p>Members present:</p>	<p>Aaron Worthley, Linda Fickbohm, Terry Boyle, Barbara Felitti (meeting chair)</p>
<p>Others present</p>	<p>Helen Keith</p>
<p>Call to order</p>	<p>Barbara called the meeting to order at 7:01 pm</p>
<p>MOTION: APPROVAL OF MINUTES</p>	<ul style="list-style-type: none"> • Linda moved and Terry seconded to approve minutes of the July 24, 2014 Town Hall Committee. Passed unanimously. • Aaron moved and Barbara seconded to approve minutes of the July 31, 2014 special Town Hall Committee meeting. Passed unanimously.
<p>Status of accessibility modification contract and work</p>	<ul style="list-style-type: none"> • VCDP (VT Community Development Program): New Leaf contract, status of septic and Zoning permits: We are waiting for a signature from the Zoning Administrator on the zoning permit. Spencer Harris is working on the septic permit. He also strongly encourages consideration of a second tank now. The Town might be able to get a discount on a tank as municipality from CAMP and the tank could possibly be used later as a pump station (to the Town leachfield at the Fire Station, which has additional capacity). Spencer is not sure of timeframe for getting approval, he is working with Bill Z. at state. • VHCB (VT Housing & Conservation Board): Comments on easement The committee has questions about everything listed as historic features. Aaron will take a first crack at editing and circulate it for comment. We should also clarify to the Selectboard that it is one-time payment for \$2K for easement monitoring.

	<ul style="list-style-type: none"> • Department of Historic Preservation (DHP) Grants are due Oct 6th. We can submit for structural and electrical work. We will need an estimate from Elliott for structural work and can use previous estimates for electrical. • Time records We need to document in-kind time for VCDP for program management and program administration activities. Please send to Barbara by Sept. 15th Terry: please re-send reference for New leaf on the reference check form.
Status of business plan development	<ul style="list-style-type: none"> • Priority is needed on development of information needed for VHCB: <ol style="list-style-type: none"> 1) A management plan with an updated inventory of capital needs and budget for on-going maintenance 2) Parking plan <p>Aaron will provide the parking plan from the Planning Commission site plan review.</p> <p>The committee defined distinctions as follows:</p> <ul style="list-style-type: none"> - Capital needs: structural systems, electrical upgrades in building, interior finishes (floors and walls), upgrades to stage systems (lighting and sound), auditorium/stage seating, foundation - on-going maintenance: chair repair project, painting, lift inspection annual, fire extinguisher inspection, custodial, painting - operating expenses: custodial, snow removal, lawn, inspections <ul style="list-style-type: none"> • The sub-group is still arranging time to visit other towns.
Other Business	<ul style="list-style-type: none"> • The next TH Budget is due Oct 1st. The committee will review the budget at the next TH meeting. • Revisions to standing agenda will be made to separate out on-going work for accessibility and new grants. The location will be changed to the Town Office • Linda reported that revenue was \$170 from classes. • Barbara to follow-up on requirements for small and inspiring grants \$2500. • Port-o-let will be removed at the end of the month. Linda will take care of it. Need to contact Mary and Dan re: payment ending 8/27.
MOTION: ADJOURNMENT	<ul style="list-style-type: none"> • Terry moved and Aaron seconded to adjourn the meeting at 8:30 pm.
	<p>9/25/14 – Next regular Town Hall Committee meeting Next meeting chair: Terry</p>