

**Town of Shaftsbury
Selectboard Regular Meeting
Monday, November 18, 2013
6:00 PM
Cole Hall – 61 Buck Hill Road**

Members Present: Karen Mellinger, Carl Korman, Ken Harrington, Mitchell Race, Tim Scoggins;

Others Present: Town Administrator: Margy Becker, Treasurer Bill Fisk; Larry Johnson (Lister and School Board member, Chief Vadakin, Oliver Durand, Jerry Mattison, Emergency Coordinator; Derek Carson (The Bennington Banner), Mary Gronning (resident), Terry Stacy, Road Foreman.

6:00PM Budget Hearings

Selectmen met with Fire Department Chief Joe Vadakin to review the Fire Department Budget. Selectmen met with Fire Warden Oliver Durand to review his budget. Oliver Durand offered to continue to plow Howard Park.

6:30PM Regular Meeting

1. Call to Order

The meeting was called to order by Karen Mellinger at 6:35 PM.

2. Conflict of Interest Statement

There was no conflict to report.

3. Approval of Minutes

Motion to approve minutes from November 4, 2013 with changes by Mitch Race/2nd Carl Korman. Motion carried.

4. Approval of Warrants

Motion by Carl Korman to approve Payroll Warrant 10R in the amount of \$124.30/2nd Mitch Race. Motion carried.

Motion to approve Check Warrant #16 in the amount of \$67,237.35 by Carl Korman/2nd Mitch Race. Motion carried.

Invoices and expenses in excess of \$1,000 were noted to include Peckham salt invoices, fire equipment acquisitions, gravel, Blue Cross Blue Shield health insurance premiums, Cartographic

Associates parcel mapping fees, disposal costs of Household Hazardous Waste Day, and the payment of the water improvement bond.

5. **Announcements**

Karen Mellinger announced the Holiday Tree Lighting would take place at 4 PM at Cole Hall on Sunday, December 8.

6. **Emergency Planning Budget Hearing**

The Selectboard met with Jerry Mattison regarding a proposed budget for completion of generator installation at Shaftsbury Elementary School. The School has been designated as a Community Shelter.

Karen Mellinger explained her recollection of the result of last year's budget discussions was that the Town and School were to split the cost of the work. The Town budgeted \$15,000 in its current budget (Fiscal Year 2014). The School was unable to foot its half. Karen Mellinger said she did not want to have to have the Town pay an additional \$15,000 due to the Garage Project.

Jerry Mattison explained the transfer switch and wiring are needed. He reported that usually there are Homeland Security grants available in March. There were none in Spring 2013, however. He further explained that Jim Secor is drawing up bid specifications for the switch itself and labor and supplies. The switch will cost \$12,000. Labor to install will cost \$12,000 to \$15,000. If the Town and School were to bid for supplies AND labor for installation, money may be saved.

Jerry Mattison discussed the "Shelter Initiative" by the Vermont Red Cross. The Church and School have no generators. Both Fire houses have generators. The objective of the Initiative is to have some materials stored on site in advance of emergencies – such as cots, blankets, etc. A Shelter inventory is to be done annually. A minimum of ten (10) volunteers need to be trained. The one unanswered question is "Where should equipment be stored?"

Carl Korman stressed the importance of the generator. Jerry Mattison agreed to confirm installation estimates and to report back to the Board.

(Mary Gronning arrives. Road Foreman Terry Stacy arrives.)

The Selectboard agreed to look for Letter of Agreement from the School to review. Larry Johnson says the School has done its part to-date.

7. **Road Foreman Reports**

Terry Stacy reported that Cider Mill Road will be ditched in the Spring. He reviewed the status of other capital improvement projects. The crew installed 1,000 ft. of fabric and gravel on West Mountain Road. Tree removal on West Mountain road will be done during winter months.

Terry Stacy reported grading is 85% complete for winter. The crew still had to grade Ehrich Road and Old Depot Road. The salt shed is full. Winter sand will be stockpiled after the graders are stored.

The traxcavator and mower are **priority** repair jobs. Once the traxcavator is fixed, the crew can look at the tractor/mower and estimate costs to repair.

Ken Harrington commended the crew's job on Cider Mill Road, while noting there is still cleaning up to do.

8. Sheriff's Contract

Motion by Mitch Race to approve the Bennington County Sheriff's contract through June 30, 2014 with an increase from 10 hours/week to 20 hours/week. Ken Harrington 2nd;

Karen Mellinger noted this will mean overspending the FY14 budget by approximately \$2,650.

The motion carried unanimously. Karen Mellinger will sign the contract on behalf of the Selectboard.

9. Appointment Policy

The Board conducted its third reading of a proposed Appointment Policy. After further changes were reviewed, it was agreed that final approval would occur on December 2nd.

10. Garage Committee Report

Karen Mellinger reported the Garage Committee met to work on publicity and a letter for the Selectboard to consider submitting to the Banner. Ballots are available now from the Town Clerk. Karen Mellinger spoke to aspects of the project, including concerns regarding water quality at the Transfer Station site. She stressed the money being requested is for more than just a garage. She asked for the Town's support, noting the Town is not putting money into current garage.

Ken Harrington read his letter to be submitted to the Bennington Banner. Selectboard members made statements for the record concerning their disappointment in Selectboard member Harrington for acting independently, without consultation with Board Members, and at a point so close to the December 3rd vote.

11. Year-to-Date 2014 Budget Reports

Treasurer Bill Fisk met with the Selectboard to review the status of the current budget after 4.5 months' of expenditures were reported. Overall expenditures are at 37%. Revenues are at 74%. The Treasurer then reviewed the balance sheet and fund balance for the general fund. The Town only had to draw down on \$200,000 of its \$400,000 line of credit taken out in July to cover

expenses until property taxes were collected. Bill Fisk commented that if the Town remains on budget, it is looking at a potential fund balance of \$270,000 as of June 30, 2014.

12. Copier/Scanner Replacement – Cole Hall

After the Selectboard reviewed and discussed leasing proposals, **Tim Scoggins made the motion to accept the proposal to lease a RICOH copier/scanner from Repeat Business Systems at a monthly lease cost of \$112.00/month and \$480 annual maintenance agreement. Carl Korman seconded. The motion passed 4-1-0, with Ken Harrington voting against the motion.**

13. Executive Session

Karen Mellinger asked for a motion to enter Executive Session to discuss an offer to the Town to purchase of real estate.

Carl Korman made the motion to enter executive session at 9:32PM/2nd Tim Scoggins. The motion carried unanimously.

The Board exited executive session at 9:50PM. No formal action was taken to acquire the former Beulah Mattison homestead adjacent to the Transfer Station on North Road.

14. Adjournment

Carl Korman made the motion to adjourn at 9:50PM. The motion was seconded and carried unanimously.

Submitted by Margy Becker