

SHAFTSBURY SELECTBOARD
REGULAR MEETING
February 7, 2011
MINUTES

ATTENDING: **Board Members present:** Lon McClintock, Karen Mellinger, Bill Pennebaker, Craig Bruder, Cinda Morse; Town Officials: Margy Becker, Town Administrator

1. Call to Order

Chairman McClintock called the meeting to order at 7:05pm.

2. Announcements

No announcements made.

3. Conflict of Interest Statement

Chairman McClintock inquired if any Board member had a conflict of interest with any matter on the agenda. No conflict noted for the record.

4. Public Comments

No comments made.

5. Financial Reports

The Town Treasurer compiled a report for the Board for monies spent on salt, sand, and overtime. \$19,000 has been spent on salt with \$22,000 left in the budget. \$34,000 has been spent on sand with \$27,000 left. \$13,000 has been spent on overtime with \$5,000 left.

The Town Treasurer will attend the next Board Meeting with further financial reports.

6. Overtime and Comp Time

The Board discussed the use of comp time and overtime for the road crew. Some options discussed were managing road crew time to prevent overtime, putting plowing out to bid; making cuts elsewhere in the budget, or running a possible deficit. The Board made the decision to meet with the Road Foreman to discuss options. The Board decided to survey other towns to see how they are handling the winter storms.

7. Liquor Licenses: Paulin, Thyme Tables

Karen Mellinger made the motion to approve a tobacco license for Paulin's. Craig Bruder seconded. Motion carried unanimously.

Karen Mellinger made the motion to approve a liquor license for Paulin's. Craig Bruder seconded. Motion carried unanimously.

Karen Mellinger made the motion to approve a liquor license for Thyme Tables. Cinda Morse seconded. Motion carried unanimously.

8. Winter Parking Ordinance (3rd reading)

Margy Becker read the Winter Parking Ordinance.

Cinda Morse made the motion to adopt the Winter Parking Ordinance. Craig Bruder seconded. Motion carried 5-0.

9. Dog Ordinance Amendment (2nd reading)

Subsection 4(c) was amended to include cemeteries as an additional area where owners, keepers or persons in control of dogs will be responsible for removing dog waste. The same provision applies to paved sidewalks and associated rights-of-ways, and regularly maintained areas of public parks. The Board agreed to consider this reading of the ordinance the first reading with the cemetery amendment. The second reading will be at the next meeting.

10. Annual Certificate of Town Highway Mileage

Shaftsbury Hollow Road to Arlington trail, a class 4 road, will add 1.3 miles.

11. Green-Up Day Coordinator – Appointment for 2011

Craig Bruder made the motion to appoint Karen Mellinger as coordinator for Green-Up Day. Cinda Morse seconded. Motion carried.

12. Other Business

Margy Becker reported that the independent audit is moving forward. Emails were sent out asking town officers if they would like to serve again. Progress on the Energy Block Grant needs to be reported to the State. Craig Bruder and Cinda Morse will be working on the personnel policies. There will be a workshop for town officials with the Town's Attorney on March 10. The Governor is introducing new Public Records law with a new open meeting law. The Board will contact their State Representative to make sure the laws are understood.

The Board agreed to delete section 22 on page 4 of the original RF3-205 water loan agreement as requested by the Water Supply Division and Bond Counsel. The language incorrectly stated the EPA loan was subject to the single audit act.

Karen Mellinger made the motion to approve the amendment. Bill Pennebaker seconded. Motion carried 5-0. Cinda Morse made the motion to authorize Lon McClintock to sign the amended agreement. Bill Pennebaker seconded. Motion carried 5-0.

Bill Pennebaker handed out a map of the Shires Byway. He informed the Board that grant money was available for towns to allow for signs. A letter of support from the Board to Jim Sullivan at BCRC will be sent by the end of the week. **Bill Pennebaker made the motion to send a letter of support for the Shires Byway to Jim Sullivan. Cinda Morse seconded.**

Motion carried 5-0. Margy Becker will compose the letter which will be signed by Chair McClintock.

There is one vacancy on the Planning Commission.

The State Police Community Advisory Board will be meeting Tuesday, February 22. Craig Bruder cannot attend the meeting. Karen Mellinger will go in his place. Cinda Morse will be setting a time for the Personnel Policy Meeting.

13. Approval of Minutes

Cinda Morse made the motion to approve the minutes for the Budget Workshop meeting on January 17, 2011. Bill Pennebaker seconded. Motion carried unanimously.

Cinda Morse made the motion to approve the minutes for the regular meeting on January 17, 2011. Bill Pennebaker seconded. Changes under announcements; the meeting for the Shires Byway was the 22nd. Changes to Item #5, 1st paragraph; allocate funds toward facilities improvements for Cole Hall and the Town Garage with no increase in taxes. Change to Item #6 to read; Margy Becker will call to discuss a completion date that was agreeable to both parties. The contract is for \$19,200. **Motion carried unanimously.**

Craig Bruder made the motion to approve Budget Workshop minutes for January 24, 2011. Karen Mellinger seconded. Motion carried 4-0-1 with Cinda Morse abstaining.

Cinda Morse made the motion to approve Budget Workshop minutes for January 10, 2011. Craig Bruder seconded. Under attending add Larry Johnson, Lister. **Motion carried unanimously.**

14. Approval of Warrants

CHECK WARRANT #W32 IN THE AMOUNT OF \$16,702.19.

Cinda Morse made the motion to approve check warrant #W32 in the amount of \$16,702.19. Karen Mellinger seconded. Motion carried unanimously.

CHECK WARRANT #W31 IN THE AMOUNT OF \$4,806.77.

Cinda Morse made the motion to approve check warrant #W31 in the amount of \$4,806.77. Bill Pennebaker seconded. Motion carried unanimously.

TRANSFER WARRANT IN THE AMOUNT OF \$60,686.69 DUE TO THE GENERAL FUND FROM THE WATER DEPARTMENT, COLE HALL, AND LISTER.

Cinda Morse made the motion to approve Transfer Warrant in the amount of \$60,686.69. Karen Mellinger seconded. Motion carried unanimously.

PAYROLL WARRANT PR#31 IN THE AMOUNT OF \$9,967.77.

Craig Bruder made the motion to approve payroll warrant PR#31 in the amount of \$9,967.77. Cinda Morse seconded. Motion carried unanimously.

PAYROLL WARRANT PR#30 IN THE AMOUNT OF \$11,121.27.

Karen Mellinger made the motion to approve payroll warrant PR#30 in the amount of \$11,121.27. Cinda Morse seconded. Motion carried unanimously.

CHECK WARRANT #W30 IN THE AMOUNT OF \$8,689.87.

Cinda Morse made the motion to approve check warrant #W30 in the amount of \$8,689.87. Craig Bruder seconded. Motion carried unanimously.

15. Executive Session – Tax Appeal/Litigation for 2011

Cinda Morse made the motion to enter executive session at 9:00pm. Karen Mellinger seconded. Motion carried unanimously. The Board exited executive session at 10:10PM.

Cinda Morse made the motion that the Town agree to ‘rollback’ Serrao’s taxes per statutes and the pay the court filing fee of \$262.50. Craig Bruder seconded. The motion carried unanimously.

16. Adjournment

Motion by Bill Pennebaker to adjourn at 10:11PM. The motion was seconded by Craig Bruder. The motion carried unanimously.

Submitted by
Carol MacLean