

**Town of Shaftsbury
Selectboard Meeting
6:30 PM
Monday, June 6, 2016
Cole Hall, 61 Buck Hill Road, Shaftsbury**

Selectboard Members Present: Tim Scoggins (Chair), Mitch Race, Art Whitman, Ken Harrington

Selectboard Member Absent: Tony Krulikowski

TA Present: David Kiernan

Others Present: Melanie Dexter, Deena Ruege

1. Call to Order

Tim Scoggins (Chair) called the meeting to order at 6:38PM.

2. Conflict of Interest Statement

NONE

3. Approval of Minutes

Motion: Mitch Race moved to approve the Special Meeting Minutes from May 31, 2016.
Art Whitman seconded.

4-0-0 Motion approved.

4. Warrants

Motion: Mitch Race moved to approve Retirement Warrant #25 \$81.64. Art Whitman seconded.

4-0-0 Motion approved.

Motion: Mitch Race moved to approve Payroll Warrant #25 \$16,376.77. Art Whitman seconded.

4-0-0 Motion approved.

Motion: Mitch Race moved to approve Check Warrant # 39 \$3,308.95. Art Whitman seconded.

4-0-0 Motion approved.

5. Announcements

Mitch Race thanked everyone who attended the Shaftsbury Ordinary Hero celebration at the Galusha Homestead to honor George and Brenda Keen for their many contributions to the Town of Shaftsbury, the County of Bennington and State of Vermont.

6. Public Comments

NONE

7. Treasurer's Report

Melanie Dexter came before the Selectboard and asked the Board to adopt a resolution to appoint Joan Vargo as Assistant Treasurer and add her as a secondary signatory on the Town's bank accounts.

Motion: Mitch Race moved to appoint Joan Vargo as Assistant Treasurer and to add her as a signatory to the bank's bank accounts. Art Whitman seconded.

4-0-0 Motion approved.

Ms. Dexter then presented a brief report on the Town's cash flow, indicating that there was an overpayment on the Mt. Anthony Union District #14 school portion of the tax payments and a refund has now been credited to the Town's account. This is an adjustment that occurs every year after the Grand List is finalized. Ms. Dexter said that there would also be a refund from Shaftsbury School. Tim Scoggins asked if this money would be transferred to the general fund or if it was for school purposes. Ms. Dexter replied that these funds are applied to a "school liability" and that this was not a cash windfall. However, Ms. Dexter said that it would allow for the Town to delay drawing on its Line of Credit this year, saving on potential interest paid. Ms. Dexter went on to say that because of the mild weather during the winter this year and some staffing changes, the Town will be under budget for this fiscal year.

8. Road Foreman Report

Steve Washburn was not in attendance and David Kiernan gave the Road Foreman report in his absence. Mr. Kiernan said that the crew is busy ditching and grading the roads and the crew is also preparing to install culverts on East Road, but is waiting on word from the State on funding for that project prior to commencing work. Mr. Kiernan said that the crew is staying on an eight-hour schedule for the season and there's been no objection from his (the Town Administrator's) office regarding that request.

Mr. Kiernan went on to say that talks with Norm LeBlanc regarding sharing equipment and personnel with the Village of North Bennington are on-going.

Tim Scoggins inquired when road projects would begin and Mr. Kiernan said that the East Road project would begin when State funding had been approved. Mr. Kiernan said that bids for the East Road project would be opened later in the meeting. Mr. Kiernan reported that Peckham Industries was looking to schedule the work on Harvest Hills, Hewitt Drive, and Paran Acres, but first wanted to see if their firm had won the bid for East Road in order to accommodate the movement of equipment.

Tim Scoggins asked about improvements to gravel roads and David Kiernan said that Ehrich Road and Bahan Road would be completed this fiscal year. Murphy Hill and Airport Road (from Cider Mill to the bridge) would be completed this season.

Art Whitman received a thank you on the work on North Road and said that some residents had indicated that Cold Spring Road could use chloride treatment.

9. Cleveland Park – Howard Park Safety Inspection/Insurance/Risk Management

Deena Ruege, Chair of the Recreation Committee, was in attendance to inquire about the results of the Risk Management analysis performed by the Town's insurance company. David Kiernan said that he did not have a report back yet but that they had gone through the parks last week. Mr. Kiernan said that the insurance representative indicated that the slide at Cleveland Park must go. Mr. Kiernan went on to say that the future of the equipment at both Cleveland Avenue and Howard Park would need to be weighed against the cost of upgrading surfacing under and around existing structures, moving equipment, and making the swings safer. Mr. Kiernan said that he is beginning to look into appropriate materials for the "fall-zones" but he is waiting on the final report to make any decisions. Mr. Kiernan said that there's the possibility of either moving or removing equipment until proper playgrounds can be constructed but that the liability is too great for the parks to stay "as-is." Mr. Kiernan also reported that required fencing at Cleveland Avenue Park may not be as extensive as originally assumed.

Mr. Kiernan said that there will be enough money to cover the most basic improvements but that outside contractors would likely need to be hired to do the work. It was agreed that making the parks safer is a top priority.

Deena Ruege then asked about the progress of the well at Howard Park. David Kiernan replied that Frost Wells would be on site in the morning to finish the project out. Mr. Kiernan said that final permits from the State are forthcoming and that an installation of a UV filtration system is the next step in the process. Art Whitman asked who will be doing the final grading and landscape work. Mr. Kiernan said that there are limits to what the road crew can do and that the Town may need to hire an outside company to "clean

things up”. Mr. Kiernan said that once the UV system is installed, water can be turned on and the toilets can be used again.

10. Town Insurance Renewals (Non-Medical)

Mr. Kiernan reported that he did not have the final documents from David Newell at Wills Insurance but that the item could be addressed at the next regular meeting.

11. PFOA Testing at Town Landfill per State

Tim Scoggins informed the Selectboard that the State would like the monitoring wells at the former landfill site tested for PFOAs. Mr. Scoggins went on to say that the Town has contacted KAS regarding proper handling procedures for the water samples and then the testing for PFOAs will occur. Mr. Scoggins said that there is a real possibility that PFOA will show up in the wells and that he had already spoken with Alice Miller about keeping the State involved following the results.

12. Property Purchase North Road - Update

Tim Scoggins reported that the Town has discovered a title defect on the 510 North Road property which involves an Estate and that the matter will need to be resolved in Probate Court before the closing is held.

13. New Town Garage – Morton Buildings

Tim Scoggins stated that the Board had met with Jason Dolmetsch of MSK Engineering last week and that the Board had decided (by motion) to engage MSK to form a site plan contingent upon the closing of the North Road property. Mr. Scoggins said that even though there is now a delay on the purchase of that property, the Board is still seeking a bond vote in November for the construction of the garage, and he asked that the motion be revisited to remove the contingency. Mr. Scoggins said that confidence is still high that the purchase will close and that MSK should move forward on the site plans.

Motion: Mitch Race moved to remove the contingency to purchase the North Road property prior to allowing MSK to produce a preliminary site plan for the transfer station and proposed garage at a cost not to exceed \$5,000.00. Tim Scoggins seconded.

Art Whitman stated that he was concerned that the surveyors may need to set up on the 510 North Road property not yet owned by the Town. David Kiernan talked to Jason Dolmetsch and he said that they can work around the private property for the time being?

4-0-0 Motion approved.

David Kiernan also informed the Board that the Town Garage Committee is meeting in Rupert on June 14th to inspect their facility again and then review the proposed site in Shaftsbury.

14. Award of Bids – East Road Paving

David Kiernan has received three (3) bids for the East Road paving project:

- 1) Delsignore: \$34,000 reclamation, \$69,000 base course, \$46,000 top course (rounded) = \$148,773.62 total
- 2) Peckham Industries: \$26,000 reclamation, \$67,900 base course, \$45,000 top course (rounded) = \$139,207.65 total
- 3) Beaudoin Paving: \$21,000 reclamation, \$67,000 base course, \$41,000 top course (rounded) = \$130,054.92 total

Motion: Art Whitman moved to award the bid for the East Road Paving project to Beaudoin Paving for \$130,054.92. Ken Harrington seconded.

4-0-0 Motion approved.

15. Opening of All Fuels Bids

David Kiernan informed the Board that he had sent letters to all companies contracted by the Town for the past two (2) years to request bids and had received the following:

- 1) Robert Greene, Inc.: Heating oil \$1.75/gal 6200 gal \$10,850. No propane or road diesel.
- 2) GA Bove: Propane \$0.35/gal OPD above Selkirk, NY , road diesel \$0.35/gal OPD above Albany, NY. No heating oil.
- 3) Suburban Propane: Heating oil \$0.30/gal above cost, propane \$1.75/gal (pre-buy) \$1.95/gal (budget), or cost + \$0.90/gal. OPD No road diesel.
- 4) West Oil: Heating oil \$1.969/gal or cost + \$0.299/gal OPD

Art Whitman suggested that David Kiernan organize the information for a thorough analysis. Tim Scoggins agreed. Art Whitman asked if there was an advantage to awarding to one provider; David Kiernan said there was not.

16. Town Administrator's Report

David Kiernan reported that earlier in the day he had received a letter stating that three (3) registered voters are petitioning for the Town to take over the Shaftsbury Hollow Cemetery. Mr. Kiernan said that he will now contact the Cemetery Committee to begin the six-month process of taking over the cemetery.

Art Whitman inquired if this particular cemetery is land-locked. Mr. Kiernan confirmed it is but that there is access to the property and that any potential visitors would need to follow procedures dictating terms of access to the property. Mr. Kiernan confirmed to Art Whitman that the Town would be responsible for maintenance of the cemetery. Tim Scoggins confirmed that maintenance is the issue, not access.

Mr. Kiernan presented a Memorandum of Understanding between the Shaftsbury Selectboard and the entity of Glastenbury. Mr. Kiernan said that no changes were made and that Glastenbury will need to review and approve prior to a motion on the matter.

A brief discussion followed regarding plaques on a portion of Town property. Tim Scoggins stated that any new plaques would need to be approved by the Veteran's Committee.

Finally, David Kiernan presented some budgetary items for the Fire Department (six (6) sets of turn-out gear) and there was no objection.

17. Other Business

18. Review of Action Items

6/6/16 Action Items:

- Notify MSK of intent to proceed (**David**)
- Notify bidders on East Road regarding Beaudoin award (**David**)
- Compile fuel bids (**David**)
- David to begin process of taking over Shaftsbury Hollow Cemetery (**David**)

19. Adjournment

Motion: Mitch Race moved to adjourn the regular meeting 7:45PM. Art Whitman seconded.

4-0-0 Motion approved.