

SHAFTSBURY SELECTBOARD
SPECIAL MEETING
September 27, 2010
MINUTES

ATTENDING: **Board Members present:** Lon McClintock, Karen Mellinger, Bill Pennebaker, Cinda Morse; **Town Officials:** Larry Johnson, Margy Becker, Town Administrator; Henri Billows, Treasurer; Ron Daniels, Road Foreman.; **Visitors:** Jerry Mattison, Ed and Keith Corey.

Board Members absent: Craig Bruder

1. Call to Order

Chairman McClintock called the meeting to order at 7:00pm.

2. Announcements

Bill Pennebaker announced that VTEL has received federal grant monies for the purposes of expanding Vermont's high speed internet infrastructure. At a recent conference he and Karen Mellinger attended, VTEL announced its plans to build a "G4" wireless network for southern Vermont. This will happen over the next 3 – 4 years. VTEL plans to use some of the federal grant monies to bring fiber optic to areas of northern and central Vermont.

Lon McClintock noted the Shaftsbury Garden Club is looking for new members. Those interested should contact Audrey Jones.

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

Mr. Ed Corey suggested the flowering crab tree in front of Cole Hall should be removed and be replaced with dwarf trees/shrubs that will not obscure the Veterans Memorial. Mr. Corey said he thought a higher pole may be needed in order to properly focus the outside light on the American flag, when it is left up at night.

Karen Mellinger thanked Ed and Keith Corey for many years of volunteer grounds maintenance at Cole Hall.

5. Shaftsbury Hazards Mitigation Plan

Jerry Mattison, the Town's Emergency Coordinator, explained that this plan needs to be updated every 5 years in order to be eligible for FEMA funds in the event of a future emergency.

Karen Mellinger noted that on page 4 the term "Zoning Board of Adjustment" should be replaced with "Development Review Board". She also pointed out that the grand list data in the section mitigating floods should be revised.

Karen Mellinger made the motion to adopt the Shaftsbury Hazard Mitigation Plan as an annex to the Regional Hazardous Mitigation Plan. Cinda Morse seconded. The motion carried unanimously.

Jerry Mattison announced the proposed locations of dry hydrants to be Lower East Road and at Dailey's old pond. A Rural Dry Hydrant Grant has been received in the amount of \$2500 to fund the purchase and installation of the hydrants.

6. Delinquent Dog Licensing List

It was agreed that Margy Becker, Traci Mulligan, and Karen Mellinger will make calls to owners of dogs that have not yet been licensed.

It was agreed that a revised enforcement process should include a combination of letters (informal and formal) and a phone call. After that time a ticket should be issued. Lon McClintock will meet with the Town Clerk to review the collection and recordation of late fees.

7. Bid Openings: Energy Efficiency Improvements (Grant)

Margy Becker opened and announced the following bids:

Task 1: Boiler Replacement at Buck Hill Fire Station

Rick Stratton Plumbing and Heating:	\$13,400
Roy Plumbing & Heating:	\$15,348
Hayden Plumbing & Heating:	\$12,844
Bennington Cooling & Heating	\$14,412
Ashley Swift	\$26,460

Task 2: Design, install double-glazed interior window panel system Cole Hall

Wido-Therm/Advanced Energy Panels	\$14,914.84
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Task 3: Remove old fiberglass insulation, re-insulate attic, air seal and weather strip (Cole Hall)

Turegon Builders	\$12,290
Hand Energy	\$10,420

Task 4: Boiler Controls for Cole Hall

Ashley Swift	\$9,840
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Karen Mellinger, Margy Becker, and Bill Christian will review bids and report back to the Selectboard on October 4 to recommend bid awards.

8. Parking Ordinance:

Margy Becker informed the Board that the road crew has asked for some kind of regulation of parking in the Village during winter months. She distributed a draft parking ordinance. The Board discussed alternative parking arrangements that might pose a solution. The Board agreed to discuss the issue with the Road Foreman in an upcoming meeting.

9. Facilities Planning:

Lon McClintock provided an update on facilities planning. The Facilities Committee has just recently met and examined revised plans for expansion of Cole Hall. Mark Wesner will be revising his construction cost estimates. Since the ground floor entry to offices in the basement (Town Clerk, Town Administrator) is proposed to be re-located to the rear of the building – Cinda Morse suggested plans should provide for “first contact” with a person – rather than with office doors and signs to Judy’s office.

The Facilities Committee has also just recently received a set of gross cost estimates from MSK Engineering with respect to site development and construction costs for a new town garage. Margy Becker will distribute this information to the Selectboard.

10. Facilities Planning-Status

The Facilities Committee will organize a meeting with neighbors abutting the Cole Hall and Landfill sites. The architect will meet with the committee to address problems.

11. Personnel Policies

The Selectboard further reviewed proposed changes to the table of benefits. A proposal to reward longevity is still in a draft stage. It was agreed that the Town would only “buy back” sick/personal time accrued in excess of 12 hours. Employees have to keep at least 12 days “in the bank”; employees will not be able to accrue more than 24 sick/personal days.

12. Other Business

Karen Mellinger brought the Board's attention to a public health in the Village. Garbage has been accumulating at a residence and rodents are being attracted to the site. The Town Health Officer will be sending a letter. The authority of the Board to issue and enforce Health Orders was briefly discussed. Karen Mellinger will follow-up with the Health Officer.

The Board briefly discussed the incapacitation of a Lister and the resulting challenges posed to the Board of Listers. Lon McClintock agreed to contact Larry Johnson. The Selectboard agreed to provide time on the Oct. 4 agenda, if requested by the Listers.

14. Approval of Minutes

Cinda Morse made the motion to approve the minutes of September 13, 2010. Bill Pennebaker seconded. Motion carried unanimously.

15. Approval of Warrants

RETIREMENT WARRANT W12R IN THE AMOUNT OF \$31.15.

Cinda Morse made the motion to approve warrant W12R in the amount of \$31.15. Karen Mellinger seconded. Motion carried 4-0.

PAYROLL WARRANT PR#11 IN THE AMOUNT OF \$6,741.25.

Karen Mellinger made the motion to approve warrant PR#11 in the amount of \$6,741.25. Bill Pennebaker seconded. Motion carried 4-0.

PAYROLL WARRANT PR#12 IN THE AMOUNT OF \$6,298.79.

Karen Mellinger made the motion to approve payroll warrant PR#12 in the amount of \$6,298.79. Bill Pennebaker seconded. Motion carried 4-0.

16. Adjournment

Bill Pennebaker made the motion to adjourn at 9:30pm. KM seconded. Motion carried unanimously.

Submitted by
Margy Becker