

**Town of Shaftsbury
Selectboard Meeting
6:30PM
Monday, September 9, 2013
Cole Hall - 61 Buck Hill Road**

Members Present: Craig Bruder, Carl Korman, Ken Harrington, Mitch Race, Karen Mellinger
Members Absent: None
Others Present: Bill Fisk, Treasurer; Merton Snow, Delinquent Tax Collector

1. Call to order

The meeting was called to order by Craig Bruder at 6:35P.M.

2. Conflict of Interest statement

There was no conflict of interest statement.

3. Approval of Minutes

Carl Korman made the MOTION to approve the minutes of the regular meeting on August 19, 2013. Mitch Race seconded. Clarifications were made to page 5 Section 13 "Town Garage Report" to reflect Carl Korman's concerns. MOTION carried unanimously.

Carl Korman made the MOTION to approve the minutes of the special meeting on August 23, 2013. Mitch race seconded. MOTION carried 3-0-2 (Mellinger and Race abstaining).

4. Warrants

PAYROLL WARRANT 5 dated 8/31/13 in the amount of \$16,758.35 for bi-weekly payroll.

Karen Mellinger made the MOTION to approve Payroll Warrant 5 in the amount of \$16,758.35. Carl Korman seconded; MOTION carried unanimously.

VMERS DC RETIREMENT WARRANT PRO5R in the amount of \$129.56.

Karen Mellinger made the MOTION to approve Retirement Warrant PR05R in the amount of \$129.56. Carl Korman seconded. MOTION carried unanimously.

CHECK WARRANT 07 dated 8/22/13 in the amount of \$38,000 for lease payment to SunTrust Equipment Finance for first installment of 2013 Volvo Excavator and 2013 Dodge Ram.

Karen Mellinger made the MOTION to approve check warrant in the amount of \$38,000. Mitch Race second. MOTION carried.

CHECK WARRANT 08 dated 8/30/13 in the amount of \$1,510.81.

Karen Mellinger made the MOTION to approve check warrant 08 in the amount of \$1,510.81. Mitch Race seconded. MOTION carried.

CHECK WARRANT 09 dated 8/30/13 in the amount of \$35,927.00 for period of 8/30/13 to 9/09/13. Includes payment of approximately \$3,300 to Dailey's for chloride; Air Pac Loan payment of \$8,426 to Peoples United Bank; quarterly payment of unemployment insurance to VLCT UI Trust in amount of \$3,226, and other expenses.

Mitch Race made the MOTION to approve check warrant 09 in the amount of \$35,927. Carl Korman seconded. MOTION carried.

5. 6:40PM Announcements

Margy Becker announced the upcoming Household Hazardous Waste Day will not take place until Saturday, October 26th. Karen Mellinger thanked the Historical Society for a great Harvest Fest.

6. Public Comments

Merton Snow thanked the Shaftsbury road crew for completing driveway entrance repairs. He then announced he will soon initiate tax sale proceedings.

7. Capital Refunding Note – Air Pac Loan Fire Department

Bill Fisk, Treasurer, recommended the Selectboard renew the Capital Refunding Note to finish paying off the Fire Department's acquisition of air pacs. The annual payment of principle of \$8,000 plus interest is expensed through the Fire Department operations budget. The balance on the loan is \$11,000 – as \$19,000 has come due and the Town will make a payment of \$8,000 from the FY14 budget.

8. Policy Regarding Late Filing of Homestead Declarations

Bill Fisk, Treasurer, explained the State of Vermont is now requiring annual filings of the homestead declaration form. Some people are still unaware of this requirement. ***You must file whether or not you are required to file an income tax return.*** The filing deadline is October 15, 2013.

Towns have been authorized by the State to collect penalties from late filers. If the Town did so, to its full extent, approximately \$4,435 in additional revenues would be collection. The

Selectboard must set the policy. Mr. Fisk recommended the Selectboard adopt a formal waiver of the penalty. No penalty had been assessed last year. The Selectboard may revisit its actions in the future.

Karen Mellinger made the MOTION that the Town formally waive the penalty for late filing of 2013 homestead declarations. Carl Korman seconded. MOTION carried unanimously.

9. Twitchell Hill Drainage

Selectmen reviewed a brief commentary from Jason Dolmetsch regarding the causes of drainage problems on Twitchell Hill. Jason Dometsch provided some comments on a process for involving landowners and a professional storm water engineer in assessing and designing solutions. Selectmen stated uncertainty regarding residents' willingness to pay for an entire makeover of drainage features on Twitchell Hill. It was agreed that the road crew will continue to prioritize repairs to driveways and that the paved ditch and swale on the east side should be repaired prior to winter. Ken Harrington will follow-up with the RPI Engineering Department and Vermont Technical College to see if students wish to conduct a technical assessment and make recommendations in order to save the Town the cost of a professional engineer study.

10. Health Care Reform

The Board agreed to accept that Larry Smith's offer to attend the September 16th meeting to make a presentation regarding Selectboard responsibilities pursuant to health care reform and the new Health Exchange market.

11. Town Garage Report

Barry Mayer provided a detailed report on the Committee's progress. The Committee has agreed on a final garage concept, which is scaled-back from the original design proposed last March. In order to save costs, the repair bay has been eliminated. Garage design has been simplified. Construction estimates for a garage and salt shed have been trimmed approximately 30%.

Discussions ensued regarding avenues for public education and publicity. The Committee will recommend a bond vote in December.

12. Town Administrator's Report

Margy Becker provided a brief report. She has collected applications for the Administrative Assistant, and will be reviewing same. Highway equipment purchasing is almost complete. The 2013 Dodge Ram is partially paid for; the body to be installed and paid for over the next two weeks.

13. Other Business

Mitch Race announced he and Ken Harrington would be meeting with Constable Paul McGann.

It is hoped that the Selectboard would discuss the roles of the Constable at its next meeting. Karen Mellinger announced another meeting with the Animal Control Officer had been scheduled to further discuss procedures for enforcement.

14. Executive Session – Personnel

Carl Korman made the MOTION to enter executive session at 8:40PM to discuss a personnel matter. Mitch Race seconded. MOTION carried unanimously.

The Board exited executive session at 9:15PM. No formal action was taken.

16. Adjournment

The Meeting was adjourned at 8:30pm.

Prepared By: Margy Becker