

**MINUTES OF THE SHAFTSBURY SELECTBOARD**  
**January 4, 2010**  
**COLE HALL**  
**SHAFTSBURY, VERMONT**

**Board Present:** Lon McClintock (Chairman), Bill Pennebaker, Karen Mellinger, Craig Bruder, Cinda Morse. **Others Present:** Larry Johnson (Lister), Margy Becker, Town Administrator. Phylis Porio and Art Whitman joined the Board at 6:45PM.

**1. Call to Order: Budget Workshop**

Chairman Lon McClintock called the meeting to order at 6:00 PM. The Board continued with budget formulation. Items discussed included revenue line items, landfill fund balance, the need for the Howard Park Campaign, anticipated grants. Phylis Porio and Art Whitman discussed the Economic Development proposed budget request of \$1,500 and the history of grant funding for economic development-related projects. There are some questions concerning posting of Economic Development and Street Dance revenues. The Board agreed to a special meeting for continued budget discussions on Thursday, Jan. 6<sup>th</sup>, 2010 at 6PM.

**2. Call to Order: Regular Meeting**

Chairman McClintock called the regular meeting to order at 7:10PM.

**3. Announcements:**

Karen Mellinger announced recent submittals of 2 grants on behalf of the 1) community of a VComm grant for \$9,700 for radio upgrades for the Fire Department; 2) an energy efficiency grant in the amount of approximately \$50,000 for furnace retrofits, storm windows, etc. for the Buck Hill Fire Station and Cole Hall. This grant submission has cleared the 1<sup>st</sup> round of review.

Selectmen noted equipment failures during the weekend's snow storm, and that road crew is also trying to conserve salt to the extent that is consistent with public safety.

**4. Conflict of Interest Statement:**

Lon McClintock asked if any board member had a conflict of interest with any topic on the agenda. No member stated a conflict of interest.

**5. Public Comments:**

There were no public comments.

**6. Emergency Preparedness**

Margy Becker announced Gerry Mattison could not attend the meeting as planned. He will visit with the Board at their next regular meeting to discuss submittal of a \$5,000 grant for a generator for Cole Hall. The question of whether or not the cost of the trans gen switch would be a grant-eligible expense needs to be researched.

**7. Hale Mountain Minor Act 250 Application**

The Board is on notice of Hale Mountain Fish and Gun Club's application "to construct a replacement wastewater disposal mound system and to obtain post-construction approval of a 1983 dug well, garage,

and clay storage trailer" (Minor Application dated Dec. 21, 2009). After brief discussions the Board agreed it would not request a hearing.

## **8. BCRC Community Energy Mobilization Grant**

The Bennington County Regional Commission is in receipt of funds to train local volunteers to perform installation of simple energy-saving devices in area homes. BCRC staff will be training local volunteers during January.

## **9. Transition in HRA/Flexible Spending Account Administration**

Margy Becker briefly described the transition from one HRA/FSA Plan Administrator (Future Planning Associates) to another (ChoiceCare Card) is underway. Employees will continue to submit paper claims until it is decided that a debit card approach would work for all. The Board discussed setting an annual cap on an employee's annual payroll deductions.

**Cinda Morse made the motion to set a per employee limit of \$1,200/year in pre-tax contributions to a flexible spending account. Karen Mellinger seconded. The motion carried unanimously. It was agreed that this annual limit will be effective immediately and will remain in effect until such time as a new limit is established.**

## **10. Warrants**

McDonald-Secor request for payment for **sidewalk construction** in the amount of \$66,042.72.

**Cinda Morse made the motion to approve payment to McDonald Secor in the amount of \$66,042.72. Karen Mellinger seconded. The motion carried 5-0.**

Retirement Warrant #W23R in the amount of \$128.35.

**Karen Mellinger made the motion to approve retirement warrant #W23R. The motion was seconded by Cinda Morse and carried 5-0.**

Payroll Warrant #PR26 in the amount of \$8,443.21.

**Craig Bruder made the motion to approve payroll warrant #PR26. Bill Pennebaker seconded. The motion carried 5-0.**

Accounts Payable warrant #W24 in the amount of \$81,154.44, inclusive of invoices for salt (\$1340), transfer of audit reserve (\$3,000), sidewalk engineering services (\$1,226.35-ESPC, \$1313.28-GPI), gravel/winter sand expense (\$3848.29).

**Karen Mellinger made the motion to approve accounts payable warrant #W24. Bill Pennebaker seconded. The motion carried unanimously.**

Correction to Community Appropriation Warrant from \$51,814 to \$50,864, a decrease of \$950.00. This reflects check void of \$950 to Taconic Community Grant, which was not funded by the voters for 2010 as in years past.

**Cinda Morse made the motion to approve the adjustment to the Community Appropriation Warrant. Bill Pennebaker seconded. The motion carried unanimously.**

## 11. Other Business

Discussion with the Cemetery Committee were tabled until some time during the 4<sup>th</sup> week of January.

It was agreed that Bill Pennebaker will work with Adam Bow regarding web-site development. Mr. Bow does not want to be paid.

## 12. Minutes:

Approval of the minutes from December 14<sup>th</sup> was tabled until January 11<sup>th</sup>.

**Karen Mellinger made the motion to approve the minutes of December 21<sup>st</sup>, 2009 with the following changes noted by Cinda Morse:**

**Paragraph 1, page 1: change wording to \$1500 for a ‘streetscape plan’. Delete last sentence “The \$1,500 would be the local match set-aside in anticipation of a municipal planning grant for landscaping in the Village Center.”**

**Paragraph 1, page 2: insert language as follows: There is a \$1,800 balance in funds remaining that is restricted to implementing the 2003 recommendations of the South Shaftsbury Revitalization Plan. .....The funds are left over from a State grant received for the 2003 Plan (delete sewer study).**

**Paragraph 2, page 2: delete “would like to pursue” replace with has completed Village Center Designation. Insert “The Streetscape Plan will be the next step.”**

**Bottom paragraph under Item 5 – Cemeteries: Correction to Corner Marker Fees: fee should be “market price” plus \$25.00 administrative fee for over sight of installation”.**

**Bill Pennebaker seconded the motion. The motion to amend the minutes of December 21<sup>st</sup> as noted was approved unanimously.**

Minutes of December 28, 2009:

**Karen Mellinger made the motion to approve the minutes of December 28<sup>th</sup> as presented. The motion was seconded and carried unanimously.**

## 13. Adjournment:

**Lon McClintock made the motion to adjourn the meeting at 8:31PM. The motion was seconded and carried unanimously.**

Respectfully submitted,

Margy Becker