

SHAFTSBURY SELECTBOARD  
REGULAR MEETING  
NOVEMBER 7, 2001  
MINUTES

ATTENDING: **Board Members present:** Lon McClintock, Karen Mellinger, Bill Pennebaker, Craig Bruder, Carl Korman. Town Officials: Margy Becker, Town Administrator; Henri Billow, Town Treasurer. Guest: Rick Brigham, independent auditor from Sullivan Powers, via conference call.

**1. Call to Order**

Chairman McClintock called the meeting to order at 7:12pm.

**2. Announcements**

Chair McClintock announced that the Board entered Executive Session at 6pm. and adjourned at 7pm., with no formal action taken. Karen Mellinger announced that the Christmas Tree Lighting will be held on Sunday December 4<sup>th</sup> at 4:00p.m. at Cole Hall.

**3. Public Comments**

No comments made.

**4. 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.

**5. Current Year Budget Status Reports**

Henri Billow reported the status of the current year budget. Henri stated that 90% of the tax revenue has been received.

Bill Pennebaker commented on the amount listed for the landfill access permits. The revenue should reflect a higher amount.

Karen Mellinger stated that they could track the number of access permits by looking at the dates of sale.

There is a \$130,000 difference from the budget and actual. Henri Billow stated that the amount of delinquent payments is not known.

On page 4 the Lists are billed out each month, it should be every four months.

Henri Billow stated that the solid waste budget shows zero because it is listed under professional service.

An invoice from Sullivan Powers has not been received yet. This will be listed under line item Professional Audit Services.

**6. Prior Year (FY11) Year End Reports and Fund Balance**

Rick Brigham of Sullivan Powers joined the Board via converse call. He stated that he adjusted the balance sheets, since the Town is converting from cash to modified accrual. Mr. Brigham discussed other accounting practices to change. Deferred revenues will be adjusted at the year end. Unspent grant money is not income until it is used.

## **7. FY13 Budget – Overview of Issues**

The Board is working with the League of Cities and Towns to determine if being a charter town is an advantage or disadvantage for Shaftsbury. The Board has proposed a special meeting on Nov. 15 with the Listers, Apas, LLC; District Director, and the Select Board.

The public hearing on November 21<sup>st</sup> on proposed zoning amendments will be postponed until November 28<sup>th</sup> at 7PM. There will be weekly meetings after the 28<sup>th</sup>.

Most of the department budgets are in.

Margy Becker commented on the need to consider whether the Town's approach to animal control is working. She commented that pursuing enforcement of the dog ordinance through the VT Judicial Bureau is time consuming. Presently there are approximately \$1300 in uncollected fines due from dog owners for unlicensed dogs or dogs running-at-large. Margy Becker suggested the Selectboard consider decreasing the license fee or consider an amnesty day for dog licensing. The Animal Control Officer has suggested the Town conduct a dog census, possibly during winter months.

## **8. Town Administrator Report**

Margy Becker reported that the FEMA claim is being completed.

Doxsee Roofing may donate their time for the temporary roof repairs at the Fire Station.

## **9. Other Business**

Lon McClintock stated that he will contact Ben Benedict to schedule a Facility Committee meeting.

Craig Bruder stated that he would like to revisit the personnel policies this week. A tentative meeting for Thursday at 5:30 was set, emails will be sent to confirm date and time.

Bill Pennebaker stated that the Planning Commission will have a draft of the new by-laws this week. Bill Pennebaker made two trips to composting facilities for further information for new by-laws.

## **10. Approval of Minutes – October 17, October 31, November 2**

**Karen Mellinger made the motion to approve minutes for October 17, 2011. Bill Pennebaker seconded.** Lon McClintock called attention to the fact that the minutes omitted reference to the executive session held at 6PM. **Motion carried unanimously.**

**Karen Mellinger made the motion to approve minutes for October 31, 2011 with amendments. Carl Korman seconded. Motion carried unanimously.**

**Karen Mellinger made the motion to approve minutes for November 2, 2011 with amendments. Carl Korman seconded. Motion carried 4-0-1 (Craig Bruder abstained)**

## **11. Approval of Warrants**

CHECK WARRANT #W16 IN THE AMOUNT OF \$331,244.13.

**Karen Mellinger made the motion to approve check warrant #W16 in the amount of \$332,244.13. Craig Bruder seconded. Motion carried unanimously.**

PAYROLL WARRANT PR#18 IN THE AMOUNT OF \$7,886.38.

**Karen Mellinger made the motion to approve payroll warrant PR#18 in the amount of \$7,886.38. Carl Korman seconded. Motion carried unanimously.**

**12. Adjournment**

**Craig Bruder made the motion to enter executive session at 8:55pm. Bill Pennebaker seconded. Motion carried unanimously.**

**Executive session adjourned at 9:30p.m.**

Submitted by  
Carol MacLean