

**SHAFTSBURY SELECTBOARD  
SPECIAL MEETING DRAFT MNUTES  
Cole Hall, 61 Buck Hill Rd  
SEPTEMBER 10, 2012**

**Board Members present:** Lon McClintock (Chair), Craig Bruder, Carl Korman, Karen Mellinger, Billy Obenauer.

**Board Members absent:** None

**Town officials present:** Margy Becker (Town Administrator), Bill Fisk (Town Treasurer), Terry Stacy (Highway Foreman), Sandra Mangsen (Recording Clerk).

**Visitors present:** Mike Biddy, Megan Donckers, Mike Foley, John Godfrey, Mary and Norm Gronning Ton Huncharek, Mary Beth Maguire, Trevor Mance, Barry Mayer, Jay Palmer, Phylis Porio, Roger and Deena Ruege, Andy and Nancy Schoerke, Jeri Schoof, Keith Whitcomb (Banner), Art and Cathy Whitman, Pam VanDeursen, VLCT, Jennifer Viereck, Chris Williams.

**1. Call to Order**

Chairman Lon McClintock called the working session with the treasurer to order at 6:04 p.m.

**2. Work Session with Treasurer**

The Board held a working session with the Treasurer, prefaced by Lon McClintock's comments on procedures for this meeting.

Bill Fisk distributed an outline of his concerns with respect to improvements in the town's accounting procedures. His main aim is to improve the systems in use with a view to being able to produce more informative and clearer reports for Selectboard members. Eventually he hopes to put in place a system whereby Selectboard members could log in and see the most up-to-date information with respect to town finances.

He hopes to produce monthly financial statements showing both invoices paid and outstanding liabilities (as accounts payable). Using a more structured purchase order system would facilitate achieving that goal.

The Selectboard agreed that it would be helpful to schedule another work session with the Treasurer.

**3. Break**

At 6:58 p.m., the chairman called for a 5-minute break.

**4. 7PM Call to Order –Special Meeting**

The chairman called the special meeting to order at 7:05 p.m.

Lon McClintock noted that this special meeting has been scheduled because of the Labor Holiday on 9/3, the date of the regular meeting.

## **5. Announcements**

Craig Bruder noted that road signs have recently been defaced and stolen in the community. He asked for everyone's help in noting and reporting any such activity.

Karen Mellinger reminded those present that on September 29, the town will hold a celebration marking its 250-year history at the Galusha Homestead. Detailed information is on the town website.

Margy Becker announced that the next Hazardous Waste Day will be held Oct 6, from 9 a.m. to 1 p.m. She also reported on the computer upgrade, which has caused a few temporary e-mail and web-site glitches.

## **6. Public Comments**

Mike Foley described a problem Chittenden County has been having (as reported on VPR). Compost sold there was discovered to be contaminated with pesticides. The situation remains under investigation.

Megan Donckers noted changes in compost laws (both expected and already in place) and the need for the town to be aware of the latest regulations. Lon McClintock advised that the Planning Commission is investigating what our town timeline needs to be with respect to commercial composting.

## **7. Conflict of Interest Statement**

None were expressed.

## **8. VLCT Health Trust – Heidi Joyce, Pam VanDeursen**

Pam VanDeursen attended the meeting to advise the Selectboard about changes in the VLCT Health Trust.

Lon McClintock explained that the time frame for purchasing of health insurance is very tight; thus background is needed now in preparation for action later this fall.

Pam VanDeursen gave some background with respect to the town's purchase of health insurance. She explained that after twenty-seven years of arranging insurance for municipalities and limiting the options to a single carrier in any given year, the Vermont League of Cities and Towns has changed its approach and now allows towns to choose different carriers in packages brokered by VLCT.

She outlined the new approach and distributed material for the Board's consideration, responding to questions from Board members.

**9. FY13 Tax Rate**

Bill Fisk (Town Treasurer) distributed and explained a handout that summarizes components that help to determine the appropriate tax rate. He proposed a municipal tax rate for fiscal year 2013 of .3284 and noted that last year's rate was .3231.

**MOTION: To approve the tax rate of .3284 for Fiscal Year 2013.  
Moved by Craig Bruder; seconded by Carl Korman.  
Carried, 5-0-0.**

**10. Paving Projects – Twitchell and State Park Road**

Terry Stacy (Highway Foreman). Terry Stacy provided information on an offer from Peckham Corp. for the reclamation of Twitchell Hill Rd., which seems to offer considerable savings to the town. After substantial discussion with respect to the time frame and the amount of the quote, the Selectboard determined that further investigation is warranted as to pricing of the necessary surface coating to be applied after the reclamation, rather than immediate acceptance of the offer from Peckham. Terry Stacy will check with Brian Lent of Peckham Corp. as to the time frame envisioned. He will advise the Town Administrator, who will initiate the bid process for the paving of the two-inch top coating if the reclamation procedure offered by Peckham is to be available this fall, and after the Selectboard has had a chance to receive competitive bids for the paving.

**11. 2013 Highway and Fire Truck Purchases-Financing**

Margy Becker updated the Selectboard on the financing for the truck purchases. She will consult further with Bill Fisk and bring updated figures to the Selectboard at its next meeting.

**12. Equipment Purchases – US Government Surplus**

In view of the time, this item was deferred for consideration at the next meeting.

**13. Report on July 11 DRB Meeting**

Billy Obenauer reviewed the events at the DRB meeting of July 11 and subsequent reactions to it. He played a recording of a portion of the meeting, wherein there was discussion of a motion to dismiss an appeal of the recent Chocolate Barn decision of the Zoning Administrator, because the person submitting the appeal did not have status as an interested party. In the recorded portion heard by the Selectboard, DRB Chair Gary Burgess allowed both Phylis Porio and Dave Mance to address the public.

He also played a recording of Chris Williams' testimony on the matter of Jennifer Viereck's need to recuse herself (as former Zoning Administrator).

Lon McClintock thanked Billy Obenauer for his recording and comments.

**14. Proposed Civility Policy**

Art Whitman reported on feedback to the proposed Civility Policy that he had circulated to Selectboard members, to which Carl Korman had responded. Lon McClintock reported receiving three letters from Ron Schoof, Joanne Race and Andy Schoerke, commenting on the proposed policy. All of these letters were read aloud by the Chair. The tenor of all three was that they remained unconvinced that a policy on civility was necessary or would be effective.

SB members raised various aspects of the issue, and then Lon McClintock invited comments from the public. There was extended discussion.

The Chair thanked those in attendance for sharing their views. He plans to discuss the matter further with the Selectboard at the next meeting, with a view to reaching a decision about whether or not to adopt a policy, and to formulate details if adoption is envisioned. There was general agreement that the town's elected and appointed officials might well benefit from training in the effective management of public meetings, although no policy was adopted in that regard.

**15. Industrial Composting Bylaw- Final language**

Item deferred until the next meeting.

**16. Town Administrator's Report**

Item deferred until the next meeting.

**17. Other Business**

There was none.

**18. Minutes – Aug 6<sup>th</sup>, Aug. 20<sup>th</sup>**

Consideration of these minutes was deferred until the next meeting.

**19. Warrants**

**MOTION: To approve Payroll Warrant # 07 in the amount of \$7,173.28  
Moved by Karen Mellinger; seconded by Billy Obenauer. Carried  
5-0-0.**

**MOTION: To approve Payroll Warrant # 08 in the amount of \$7,874.91.  
Moved by Karen Mellinger; seconded by Craig Bruder. Carried  
5-0-0.**

**MOTION: To approve Payroll Warrant # 09 (Retirement) in the amount of \$133.41. Moved by Craig Bruder; seconded by Karen Mellinger. Carried 5-0-0.**

**MOTION: To approve Payroll Warrant # 09 in the amount of \$10,872.37. Moved by Karen Mellinger; seconded by Carl Korman. Carried 5-0-0.**

**MOTION: To approve Payroll Warrant # 10 in the amount of \$6,989.50. Moved by Craig Bruder ; seconded by Billy Obenauer. Carried 5-0-0.**

**MOTION: To approve Check Warrant # 07 in the amount of \$119,195.05. Moved by Karen Mellinger; seconded by Craig Bruder. Carried 5-0-0.**

**20. Adjournment**

**MOTION: To adjourn the meeting. Moved by Craig Bruder; seconded by Carl Korman. Carried 5-0-0.**

The meeting was adjourned at 11:05 p.m.

Respectfully submitted,

Sandra Mangsen  
(Recording Clerk)