

**Town of Shaftsbury
Selectboard Minutes
Thursday, December 27, 2012
Cole Hall - 61 Buck Hill Road**

Members present: Lon McClintock (Chair), Craig Bruder, Karen Mellinger, Billy Obenauer;

Members absent: Carl Korman; **Elected Officials present:** Bill Fisk, Treasurer. **Staff present:** Margy Becker, Town Administrator.

1. Call to Order of Budget Work Session

Lon McClintock called the Budget Session to order at 5:00PM.

The Selectboard continued review of all aspects of the proposed FY14 budget. Attention then focused on the proposed administrative budget. The need for additional staff support was noted in the realm of general administration. Margy Becker said the areas she could not spend enough time on included solid waste management, fielding public inquiries in the absence of elected officials and zoning administrator, and Selectboard support - i.e. minutes and archiving. Should the Town purchase and utilize a cash receipts program, a 'cashier' is needed for collection and handling of cash. The Selectboard discussed the existing administrative support position – noting that the position was primarily only bookkeeping related, and needed to remain as such. This position also works closely with the Treasurer.

It was noted the Listers are seeking to upgrade their mapping capabilities, in order to provide public access to electronic records. Questions were raised regarding compensation paid to the Animal Control Officer, and whether or not compensation should be wages versus contract services. The DRB stipend amount was reduced to reflect payments to 5 members versus 7. Stipend amounts were discussed. Missing requests for Community Appropriations were noted, and will be followed-up on.

The Board concluded the meeting with finalizing proposed transfers to reserve funds.

Warrants:

CHECK WARRANT #W17 IN THE AMOUNT OF \$21,345, including \$1,247.29 paid to American Rock Salt for road salt, \$1115.01 paid to Green Mountain Power, \$3,476 paid to VLCT Unemployment insurance, and \$2,468.38 paid to Dailey's for sand and gravel.

Karen Mellinger made the motion to approve check warrant #W17 in the amount of \$21,345. Billy Obenauer seconded. The motion carried.

Meeting was adjourned at 8:25 p.m.

Respectfully submitted,

Margy Becker