

Town of Shaftsbury Selectboard Minutes

February 13, 2013

Members present: Lon McClintock, Craig Bruder, Karen Mellinger.

Members absent: Carl Korman, Billy Obenauer (arrived at 8:10PM)

Others present: Margy Becker (Town Administrator), Sandra Mangsen (Recording Clerk), Mitchell and JoAnn Race, Megan Donckers, Jay Palmer, Bill Pennebaker, Tom Huncharek, Tim Scoggins, Jeri Schoof, Jim Secor (MSK Engineering), Mary Gronning

1. Call to Order

Lon McClintock called the meeting to order at 7:00 p.m. He noted that this meeting was rescheduled from Feb 11 due to inclement weather that day.

2. Announcements

Karen Mellinger announced that Water Board Budget for next year has been approved by the Water Board at its meeting this evening. She remarked that Joe Herman and his staff have done an exemplary job; and warned that Joe will be leaving the position in September.

Margy Becker stated that a Public Information Meeting concerning the bond vote will be held at 7 pm on Monday Feb 25, at the Shaftsbury Elementary School.

The Development Review Board will consider the town's application for the town garage construction, in a public hearing on Wed., Feb. 20, 7:00 p.m., in Cole Hall. The DRB can make recommendations, but not deny the town's request.

Lon McClintock showed the information leaflet prepared by the Selectboard re the garage project and the upcoming bond vote. Leaflets have been mailed to residents. Residents will be asked to approve bonds for a total of \$1,550,000; the initial impact on taxpayers will be approximately 2.5 cents per \$100 of assessed valuation. That amount will decrease each year. Lon McClintock invited members of the public to contact Selectboard members if they have questions.

There will be no meeting on Feb 18 (President's Day); that regular meeting has been rescheduled for Feb 25, beginning at 5:30 p.m. at the Shaftsbury Elementary School.

3. Public Comments

There were none.

4. Conflict of Interest Statement

None were stated.

5. Web-Site Development and Maintenance – Proposal Review

Discussion was deferred pending the arrival of Billy Obenauer ca. 8:00 p.m.

6. Oaths of Office for Appointed Officials

The Selectboard is entitled to require town officials to take an oath of office. Lon McClintock noted the Town Clerk has reported that the logistics may become burdensome for her.

Lon McClintock recommended that Development Review Board and Planning Commission members be required to take such an oath. Craig Bruder remarked that taking the oath has been a tradition and should continue. Karen Mellinger agreed. Margy Becker will draft a relevant policy.

Motion: As a requirement of serving on the Development Review Board or the Planning Commission, members will be required to sign an oath of office at the beginning of each term. Moved by Karen Mellinger; seconded by Craig Bruder. Carried unanimously.

7. DRB Vacant Alternate Position

The Selectboard noted Kathy Geneslaw has indicated a desire to be considered and will be interviewed. Other current candidates not yet interviewed, will be invited to interview, and appointments will be made thereafter. Interviews will be scheduled to take place prior to the February 25 Public Bond Information Meeting.

8. Hearing Preparation - DRB Conditional Use Review (New Town Garage)

There was a discussion with Jim Secor (MSK Engineering) in preparation for the DRB Public Hearing.

Lon McClintock plans to give a power point presentation, assisted by Jim Secor, which will be picked up by CAT-TV. It will not be shown live, but will be shown prior to the Town Meeting. The presentation is expected to cover the process of hiring MSK to assess needs and propose a design, and the procedures for costing the project and producing schematic designs.

Margy Becker will ensure that the school will be ready for the meeting. She will post an Agenda.

Any permitting requirements were discussed with Jim Secor (DRB members in the room absented themselves during this agenda item).

9. Proposed Zoning Amendments – Open Space Subdivision Provisions

Development Review Board members (Race, Palmer, Huncharek) returned to the room.

Bill Pennebaker represented the Planning Commission and responded to questions about the proposed zoning amendment.

A Selectboard public hearing is anticipated in March.

Bill Pennebaker noted that the amendment allows for multi-family dwellings and offers a "density bonus" to developers who agree to preserve 20% of the area under development as communal green space. Lon McClintock asked about the particulars of this bonus, and the possibility that the DRB might have discretion in withholding or awarding it in particular cases. Bill Pennebaker and Craig Bruder agreed that the density bonus would be automatic if the open space requirement should be met.

The proposed amendment allows for some reduction of lot size. That aspect led to a discussion of problems that could arise with overlapping isolation zones (water and septic systems). The Planning Commission may be requested to consider this question in the future.

There was substantial discussion of the various implications of the proposed bylaw. It is not applicable to mobile home parks, although they too could be made subject to similar open space requirements.

Billy Obenauer arrived at 8:10 p.m.

9. Web site development.

Jennifer Holley presented a proposal to the Selectboard for initial consultation and set up of a new town web site. She responded to questions posed by Selectboard members and the public.

Lon McClintock described the process as involving two phases: first, design and setting up; second, monthly maintenance.

It is important that town officials and board members with authorized access should be able to update their material, and this led to a consideration of security issues and the authorization of individuals to make such changes and updates. It was noted that many residents have only dial-up access to the internet; to ameliorate that problem, Cole Hall offers public Wi-Fi and eventually it is envisioned that public computers will be available to residents.

Bill Pennebaker raised concerns about the transfer from old to new websites; it was suggested that there would a date identified when Bill Pennebaker would stop uploading new material, a couple of weeks before the new web site goes live.

Motion: To move forward with Jennifer Holley to develop a new web site with a set up fee not to exceed two thousand dollars (\$2000). Moved by Karen Mellinger; seconded by Craig Bruder. Carried unanimously.

Craig Bruder expressed thanks to Bill Pennebaker for his efforts in setting up and maintaining the current web site.

10. Conflict of Interest Policy – 2nd Reading

Deferred until the next meeting.

11. Highway Access Ordinance – Re-adoption for Legal Noticing Purposes

Lon McClintock noted that the Highway Access Ordinance needs to be re-adopted as is.

Motion: To re-adopt the Town Highway Access Ordinance as previously approved. Moved by Craig Bruder; seconded by Karen Mellinger. Carried unanimously

12. Annual Certificate of Highway Mileages (tabled from 2.04.13)

Motion: To authorize the chair to sign the 2013 town mileage certificate. Moved by Billy Obenauer; seconded by Craig Bruder. Carried unanimously

13. Town Administrator's Report

Margy Becker reported working on re-certification of the landfill and transfer station, and preparing for the bond vote and Town Meeting.

14. Other Business

The Development Review Board asked for a review of the candidates and the appointment process.

Lon McClintock offered a brief review of the Financial Report, indicating that more revenue has been collected than had been budgeted. Projected expenses for remainder of the fiscal year will be examined after the Town Meeting.

Lon McClintock thanked Margy Becker for putting the information mailing together. The leaflets were mailed today and should be received by Friday or Saturday. He suggested having Selectboard members available to answer questions about the bond vote at the Transfer Station on upcoming Saturdays.

15. Minutes - Jan. 21st, 23rd, 25th, 28th, Feb. 4th

Motion: To approve the minutes of Jan 21, 2013, as corrected. Moved by Karen Mellinger; seconded by Billy Obenauer. Carried, 3-0-1 (Bruder abstaining).

Motion: To approve the minutes of Jan. 23, 2013, as circulated. Moved by Karen Mellinger; seconded by Craig Bruder. Carried unanimously

Motion: To approve the minutes of Jan. 25, 2013, as corrected. Moved by Karen Mellinger; seconded by Craig Bruder. Carried , 3-0-1 (Obenauer abstaining).

Motion: To approve the minutes of Jan. 28, 2013, as corrected. Moved by Karen Mellinger; seconded by Craig Bruder. Carried unanimously.

Motion: To approve the minutes of Feb. 4, 2013, as circulated. Moved by Karen Mellinger; seconded by Billy Obenauer. Carried unanimously.

16. Warrants

Motion: To Approve Payroll Warrant # 32 in the amount of \$11,248.96. Moved by Craig Bruder; seconded by Karen Mellinger. Carried unanimously.

Motion: To Approve Check Warrant #24 in the amount of \$18,249.70. Moved by Karen Mellinger; seconded by Billy Obenauer. Carried unanimously.

17. Adjournment

Motion: To adjourn the meeting. Moved by Karen Mellinger; seconded by Billy Obenauer. Carried unanimously.

The meeting was adjourned at 9:55 p.m.

Respectfully submitted,

Sandra Mangsen
(Recording Clerk)