

**Town of Shaftsbury
Selectboard Regular Meeting
Monday July 1, 2013**

Members present: Craig Bruder, Karen Mellinger, Carl Korman, Mitchell Race, Ken Harrington, Margy Becker
Others Present: Bill Fisk, Charlie Hall, Christine Hall

1. Call to Order

Craig Bruder called the meeting to order at 6:30 PM.

2. Conflict of Interest

There was no conflict of interest.

3. Approval of Minutes

Craig Bruder made a correction to the Minutes which described the purchase of a loader by the Town of Shaftsbury and a line item was omitted from the Minutes for June 17, 2013.

Karen Mellinger requested corrections to Page 5 Section 8 of the Minutes for June 17, 2013. The Minutes documented a cost estimate for a logging project that was inaccurate. Karen Mellinger moved to correct the statement that the Committee was using a cost effective approach (gross cost estimate). Craig Bruder requested a cost effective estimate once the project plans were revised. The Select Board moved to correct the sentence which explained the Committee's need for a revised cost estimate.

The Select Board moved to correct Page 5 which considered a motion to have the town landfill site lot cleared by a local logger for a price under the required bid threshold. The Select Board moved to correct the motion to exclude the requirement for the project to include burning brush. It is the determination by the Select Board that only trees will be removed as required.

Motion to approve minutes for June 17, 2013. Moved by Karen Mellinger/Carl Korman 2nd. Changes as amended. Motion carried unanimously (5-0-0).

4. Approval Of Warrants

Motion to approve Warrant #PR51 in the amount of \$8909.93. Moved by Mellinger/Korman 2nd. Motion carries unanimously. (5-0-0).

Motion to approve Warrant PRW52 in the amount of \$9476.69. Moved by Mellinger/Korman. Motion carries unanimously. (5-0-0).

Motion to approve Warrant PR51R in the amount of \$116.20. Moved by Mellinger/Korman 2nd. Motion carries unanimously. (5-0-0).

Motion to approve Warrant PR52R in the amount of \$6205.35. Moved by Mellinger/Korman 2nd. Motion carries unanimously. (5-0-0).

Check Warrant #1 in the amount \$118. Moved by Mellinger/Korman 2nd. Motion Carries unanimously. (5-0-0).

Items of interest over \$1,000: Bennington County (Tax), Bennington County Sheriff, Green Mountain Power, H.L. Fuels, John Deere Credit, Kansas State Bank, Shea Monuments, USPS, West oil Company.

5. Announcements

Mitchell Race announced that the Historical Society will be hosting weekly meetings at the Galusha House to prepare for the upcoming Harvest Festival.

Carl Korman announced that he received a telephone call which involved a serious drainage issue on West Mountain Road. Carl Korman moved to request that the Select Board list the issue as an agenda item for future discussion. Craig Bruder and Karen Mellinger acknowledged that they were aware of the issues surrounding West Mountain Road and also agreed that more discussion was warranted at a future meeting.

Karen Mellinger commended Tim Scoggins and Larry Johnson for their continued efforts to lower the speed limit through the main artery of Shaftsbury on Route 7A. She reported that the State agreed to lower the Village speed limit and that new 25 MPH signs will be installed from Cleveland Avenue to the intersection that crosses Route 67 & Route 7A. Craig Bruder commended the effort.

Margy Becker announced that the Board of Listers formally mailed out a notice of grievances for July 18th, 2013. The telephone number for property grievances is 442-5740.

Margy Becker announced that the Town Transfer Station will be closed on Thursday July 4th, 2013. It will re-open on the following Saturday July 6th, 2013. Margy Becker announced that there has been a great turnout for the purchase of new access permits.

Margy Becker noted the amount of rainfall has led to issues with drainage and water runoff in the town. The Select Board requested that residents remain patient and to promptly report issues within their area.

6. Public Comments

Karen Mellinger addressed a question from the public about a request for a stop light in the Village at the intersection of Rte 7A and Buck Hill Road and Church Street. Karen Mellinger stated the State will not agree to a stoplight at that location, and that similar requests have been denied in the past. Craig Bruder and Carl Korman expressed interest in having questions about the area analyzed for further evaluation.

Craig Bruder suggested the Town consider restricting turning movements from 3P.M. to 3:45P.M.

Charles and Christine Hall of West Mountain Road explained to the Select Board their issue with water runoff along their property. Charles Hall would like to examine area and find a solution to the problem by working with the Select Board. Karen Mellinger acknowledged that the Town had collaborated with the Hall residence in the past. Carl Korman requested to the Select Board that the issue be added to the agenda in the future.

7. Approval of Tax Anticipation Note FY2014

Bill Fisk requested the Selectboard's approval to secure a line of credit for the Town with the anticipation that the line of credit would be covered by the taxes owed to the Town which are to be collected later in the year. He stated the line of credit will be set at \$400,000. The interest rate was set at 1.3% last year. This year's interest rate will be slightly reduced.

Motion to approve a tax anticipation note for \$400,000. Moved by Mellinger/Korman 2nd. Motion carries unanimously (5-0-0).

8. Parking Ordinance 2nd reading

The Select Board revisited the no parking ordinance along Buck Hill Road, and along the north end of Church Street. The Select Board announced that no parking signs were established and that some were replaced for general deficiencies. The Select Board announced the town added no parking signs on Dunham Avenue along its south side.

The Select Board discussed the violations section of the ordinance, as Margy Becker noted that violations were handled exclusively through the Judicial Bureau. The Select Board sought to clarify the language that described penalties and waiver fines.

9. Parcel Mapping

The Select Board noted that it had tabled action to approve the contract with Cartographic

Technologies on June 17th, 2013. Carl Korman stated the contract had been missing key language and failed to interpret conditions and provisions properly. Carl Korman announced that he is satisfied with the modifications to the contract.

Motion to execute the contract with Cartographic Technologies. Moved by Korman/Harrington 2nd. Motion carries unanimously (5-0-0)

10. Discussion of Highway Department Co-Liaison

The Select Board reviewed a request and petition submitted by Select Board member Ken Harrington to become co-liaison of the road crew for the Town of Shaftsbury. Craig Bruder announced Ken Harrington had submitted his petition to be appointed as co-liaison to the Highway Department. He thanks the residents who signed the petition, citing their rights as citizens to be heard.

Craig Bruder outlined the primary role of liaison to the Select Board. He noted that the liaison's primary role involves providing key information to the Board in order benefit the Select Board's decision-making process. Craig Bruder indicated that the liaison has no formal authority to direct or dictate actions of parties to which they are liaisons.

Karen Mellinger commended Craig Bruder on the explanation of liaison and their responsibilities and advised the Select Board that the appointment could complicate the Select Board liaison role and result in authority issues in the future.

Carl Korman commended Ken Harrington for his use of the democratic process and then provided additional comments concerning the responsibilities of the Select Board liaisons. He announced that it would be in the best interest of the town to continue with its current protocol in handling the issues of the town. He also cited that operations and management oversight has typically been the vested interest of the Town Administrator.

Ken Harrington addressed the Select Board and noted that his primary goal as liaison of the Highway Dept. would be improve areas that could be more efficient. Margy Becker commended Ken Harrington for his valuable expertise and acknowledged that she has been in contact with him in response to complaints regarding highway conditions.

Karen Mellinger noted that the Select Board had been in close contact with the Highway Dept. Foreman. Karen Mellinger suggested Terry Stacy resume his monthly reports to the Select Board.

Karen Mellinger said residents have noticed that the Highway Dept. has been proactive in its projects around town. She cited Ken Harrington's expertise as being helpful to the Select Board. Craig Bruder and Mitchell Race were in agreement with Karen Mellinger.

11. Highway Truck Body – Bid Award

The Select Board announced that Lucky's was successful in meeting the requirements of the Select Board for the purchase of a Highway Pickup Truck body. The Select Board noted that Lucky's was the best available bid and that it was under review for approval by the Select Board. Margy Becker announced that there had been a revised bid price of \$23,102 to confirm the purchase.

**Motion to approve Lucky's bid for a Highway Truck Body in the amount of \$23,102.
Moved by Mellinger/Race 2nd. Motion carries unanimously (5-0-0).**

12. Twitchell Hill Drainage

Margy Becker read aloud a letter from a resident concerned with blacktop that was installed on Twitchell Hill Road. The letter cited issues with rainfall and water runoff which has resulted in dangerous drop offs along the shoulder of the road. Margy Becker noted that she was in contact with Ken Harrington on the issue and that the Town crew has made attempts to correct the issue. The Select Board noted that further construction was being done to remedy the issue and that it is under further review.

Karen Mellinger noted issues with water runoff on Twitchell Hill has been an ongoing issue and Craig Bruder cited the need for a long-term solution to the problem. The Select Board agreed to investigate the area in question and requested a meeting in the future to discuss observations and suggest solutions.

13. Town Garage status

Karen Mellinger announced the Garage Committee is currently waiting on cost estimates that are being revised before moving forward. She noted that she was in communication with Bill Fisk about financing options.

Karen Mellinger requested correction of an error on the town website that announced a Garage Committee meeting for July 3rd, 2013. It was noted that the meeting was taking place on July 10th, 2013. She announced the Garage Committee meets every 2nd and 4th Wednesday of every month.

Margy Becker requested the Select Board to make a decision on how to move forward with the application filed with the Development Review Board. Craig Bruder noted it is the intent of the Select Board to work with the DRB to work within the zoning bylaws.

14. Select Board Goals and Meeting schedule

Craig Bruder went around the table and offered each Select Board member a chance to speak about goals for upcoming Select Board meetings.

Karen Mellinger announced that she went to a dog control workshop to look at dog control ordinances and felt that an update was needed to the town laws involving dogs. Karen Mellinger requested that the Select Board work together to clarify duties of dog control, and in effect figure out the town role of the Constables. A discussion on term limits for these positions should also be included.

Karen Mellinger addressed the lack of an over-weight limit policy in regards to vehicles traveling on the back roads of Shaftsbury. She suggested the Selectboard consider adopting such a policy and requiring over-weight permits.

Carl Korman stated the town garage was of the highest priority. Carl Korman also suggested the implementation of a park attendant. It was noted a grounds maintenance employee is currently assigned to the Park. It was agreed that a solution to locking the gate to Howard Park at night needs to be identified.

Mitchell Race stated the town official appointment policy was of major importance to him.

Ken Harrington said he wants to be more involved with the Highway Dept. in any capacity. Ken Harrington noted that review of road priorities along with the development of a protocol manual for the Highway Dept. were also priorities of importance. The Select Board noted the Highway crew had already obtained Tanker Endorsements to their CDL licenses.

Margy Becker noted that upgrades were needed to office equipment, including the Copier/Scanner and the telephone systems. She noted that Cole Hall is in need of interior construction, and it was noted that the FY14 budget year authorizes the drawdown of Cole Hall reserve funds to have the building tended to.

Margy Becker announced that health care reform is underway and is complex. She suggested a special meeting be set to discuss health care options. Discussions would include specific charges, and noted how employees get to buy plans of their particular choice.

Craig Bruder noted Twitchell Hill drainage remains of particular concern. It was agreed that an engineer consultation may be helpful.

15. Administrator report

Margy Becker announced that Louis Ennis provided a bid in the amount of \$13,000 for the purchase of a 2002 Ford pickup truck currently being sold by the town of Shaftsbury.

Motion to accept bid by Louis Ennis in the amount of \$13,000 for one 2002 Ford Pickup Truck with side body and sander. Moved by Mellinger/ Race 2nd. Motion carries unanimously (5-0-0).

Margy Becker announced that a call was placed to Louis Ennis to request a certified check or money order for the amount approved by the Select Board. It was noted that no offers had been made for the Excavator being sold by the Town.

Margy Becker noted that a meeting with Betsy Williamson, Granger Hollow Road, was scheduled for July 2, 2013 in regards to her concerns about the stone walls on her property in relation to the highway crew proposal to widen the road.

Margy Becker announced that the Town will be resuming advertising for the position of town Water Superintendent. Margy Becker noted that the transition to a new town website has been satisfactory. She announced that a repeated power loss with the landfill methane pump is currently being investigated.

16. Adjournment

The meeting was adjourned at 9:15 P.M.

Prepared By:

Shawn M. Sterling