

**Town of Shaftsbury
Selectboard Minutes
April 21st, 2014**

Members Present: Tony Krulikowski, Arthur Whitman, Mitchell Race, Ken Harrington
Others Present: Margy Becker, Bob Moffitt
Members Absent: Tim Scoggins

Call to Order

Meeting called to order at 6:30 by acting Chairperson Mitchell Race.

Announcements

Margy Becker announced that the Shaftsbury Hazardous Waste day will take place on May 10th. The event will take place between 9A.M.-1P.M. The date was corrected from the announcement it would take place on the 12th. The collection will be accepting latex and used oil paints to be hauled away by a State of Vermont contracted recycler.

Public Comments

Bob Moffitt, a resident of the Town of Shaftsbury, inquired about the training procedures of the Board of Civil Authority. Bob Moffitt read a Vermont statute which specifies that three members of the Board of Civil Authority must be present when observing a parcel of land for inspection purposes. This is according to Vermont statute Title 32 Chapter 131 Sub-chapter 1001. He stated that only two people actually inspected his house site during BCA hearing process last August. One BCA member stayed in the car. He also stated his rebuttal testimony was not reflected in BCA minutes. Bob Moffitt referenced omissions from the BCA minutes. Bob Moffitt discussed zoning bylaws and the expiration dates of zoning permits. He made further statements concerning his conversations with the Deputy Secretary of State concerning BCA hearing procedures.

Conflict of Interest

None recorded.

Approval of Minutes

Motion to approve Selectboard minutes for April 7th, 2014. Moved by Tony Krulikowski/Whitman 2nd. Motion carried 4-0-0.

Ken Harrington noted he does not endorse the switch for Highway workers to 10 hour days. He said he did not realize the Board's action on the summer schedule had been final. Selectboard members agreed to revisit the topic at the following meeting.

Margy Becker corrected the date on page 2 to read March 17th. Correction of the spelling of Abigail Beck is needed. A correction to page 5 shows the last name to be Carsen and that it should be corrected to Carson. Section #14 of the minutes showed Tony Krulikowski abstained from the decision. It was noted he did not abstain, and instead was informed of the exchange and agreed.

Motion to approve Town of Shaftsbury Minutes for April 10th, 2014. Moved by Tony Krulikowski/Harrington 2nd. Motion carried 4-0-0.

Approval of Warrants

Motion to approve Retirement Warrant PR21R in the amount of \$129.87. Moved by Ken Harrington/Krulikowski 2nd. Motion carried 4-0-0.

Motion to approve Payroll Warrant #21 in the amount of \$17,241.03. Moved by Ken Harrington/Whitman 2nd. Motion carried 4-0-0.

Motion to approve Check Warrant #29 in the amount of \$30,158.68. Moved by Ken Harrington/Whitman 2nd.

Ken Harrington inquired regarding the size of stone purchased from Barney's pit. Some of Barney's material is more expensive than Dailey's. He noted the road crew must be watching the specs for different factors. **Motion carried 4-0-0.**

Items over \$1,000: William Barney \$1,704 (stone/gravel), Dailey's (\$2,888) stone/gravel, Hudson River Tractor \$3,607 (tractor re-build), KAS, Inc. \$1,608 (sidewalk design services), John Ray & Son (diesel), Everett J. Prescott Inc. \$4,797 (water meter heads).

Emergency Management Update and Planning

Jerry Mattison joined the Selectboard to detail the Emergency Operations Plan for the town. It was noted a base emergency plan for the town was mandated by the State of Vermont and needs to be adopted by the Selectboard before May 1st, 2014 to be officially recognized.

The Selectboard discussed with Jerry Mattison the Incident Command System or ICS training procedure. Board members are required to obtain 100/700 level training at minimum. He urged Board members to participate in on-line training for same and to print out their certificates of completion. Jerry Mattison keeps a record of all training certificates.

The status of generator installation at Shaftsbury Elementary School was discussed, and it was noted that money and resources are still being raised for the project. Jerry Mattison distributed a proposed Memorandum of Understanding with the School District. Selectboard members agreed to add this item to the next agenda. Further discussions focused on wiring and power supply issues.

VTrans Bridge Inspection Report

The Selectboard discussed the VTrans Bridge Inspection reports which are filed every 2 years. The reports itemize the condition of bridges over 20 feet in length in Shaftsbury and offer suggestions for maintenance and improvements.

It was noted that there was positive feedback in the report regarding work performed by the Highway Crew. The report detailed the Shaftsbury Hollow Bridge #9, White Creek Bridges #16 and #19, and Cold Spring Road Bridge #25.

Motion to accept VTrans Bridge Inspection Report for the Town of Shaftsbury. Moved by Ken Harrington/Krulikowski 2nd. Motion carried 4-0-0.

Policies and Procedures – Public Assistance

The Selectboard discussed the policies and procedures regarding the public assistance funds for the Town of Shaftsbury.

HHW Days Contract – Tradebe Environmental Services

Margy Becker described the contract had been reviewed by Town Counsel Rob Woolmington and that his suggested changes had been accepted by the Counsel for Tradebe Environmental Services. Margy Becker asked for a motion to approve the contract.

Motion to approve HHW Days contract with Tradebe Environmental Services. Moved by Arthur Whitman/Krulikowski 2nd. Motion carried 4-0-0.

Margy Becker announced that donations to offset the cost of the HHW Day will be encouraged.

Town Administrator Report

Margy Becker noted that repairs to the electronics on the new John Deere grader had been completed and the grader is back in service.

Margy Becker announced the Environmental Issues Committee is researching the feasibility of a solar panel installation within the Town. The landfill cap is one possible site location.

Margy Becker noted that fuel bids will be prepared. She noted bids for the White Creek Road paving project and truck replacement are also being prepared. Employee performance evaluations will be scheduled for early June.

Other Business

Art Whitman expressed concerns regarding the timing of the Town Plan re-adoption process and the possibility of going without a Town Plan. The current Plan expires on May 5th, 2014.

Mitchell Race commented on his attendance at the recent BCRC training session.

Mitchell Race commented he had also been contacted by a solar vendor (Integrated Solar). The Town appears to presently consume approximately \$24,000/year in electricity. The Board concurred a company representative should be invited to make a presentation to the Selectboard about the prospects of investing in solar power in the town.

Margy Becker inquired about making a final decision whether to sell or keep the forklift. The purpose for buying the government surplus machine was to assure redundancy for loading trucks during winter storm events. Ken Harrington said either a mechanical engineer or John Deere representative needs to inspect and approve welds. Or the arms need to be replaced with John Deere parts.

Review of Action Items

The Selectboard will follow-up regarding Board of Civil Authority training and the School Board regarding the generator installation. Mitchell Race to follow-up with Integrated Solar. Tim Scoggins/Margy Becker to work with Tony Krulilkowski on DropBox. Art Whitman should be deleted from the liaison list to the Water Department.

Adjournment

The meeting was adjourned at 8:15P.M. by Mitchell Race.

Prepared by:
Shawn M. Sterling