

**Town of Shaftsbury
Selectboard Special Meeting
6:00 PM
Monday, October 6, 2014
Cole Hall, 61 Buck Hill Road, Shaftsbury**

Members Present: Tim Scoggins, Mitch Race, Ken Harrington, Art Whitman,
Tony Krulikowski

Members Absent: None

TA Present: David Kiernan

Others Present: Jim McGinnis, Joe Herrmann, Bill Fisk, Rod Cameron

6:00PM Special Water Board meeting

At 6:00 pm, Tim Scoggins calls to order this special Water Board meeting.

1. Water Department Delinquency Policy

Tim Scoggins discussed the document that defines the current policy for delinquency of water bills (Receivables Policy).

Jim McGinnis stated that as of July 31 (of this year), \$31,000 was still outstanding in water bills.

This Tuesday (October 7), seven households will be served 24-hour shut-off notices. Those households that do not respond will have their water shut off on Wednesday (October 8).

Tim Scoggins stated that the next bills will go out November 1. If no payment is received by November 30, pink notices will go out.

Tim Scoggins input a \$25 reconnection fee into the policy document.

Fees can also be charged for turning off the water and for collecting late payments. Right now, there is no charge for turning off water.

Art Whitman stated that he would like to see a reconnection fee paid at the time of reconnection.

Tim Scoggins stated that payment due is the amount past due plus 8% and a collection fee.

Joe Herrmann asks if the 8% penalty fee and \$25 reconnection fee are going back in the account or to pay the Water Superintendent.

Tim Scoggins stated that the money would go back in the account.

Motion: The Select Board adopts this Receivables Policy for the Water Department. Mitch Race 2nds.

Art Whitman asked when this policy will go into effect.

Tim Scoggins stated that it will go into effect for the next bill.

Amended Motion: Art Whitman motions that that the Receivables Policy goes into effect for the next billing cycle and that a copy of the policy goes into the bill. Tim Scoggins 2nds. 5-0-0. Motion passes.

2. **Twitchell Hill Pump Station – Needed Replacement of Pumps—Contract**

Award

Tim Scoggins stated that there is an urgency to upgrade the pumping station on Twitchell Hill.

The replacement is to be complete before winter to avoid extra costs. There is no time for a closed bid.

The current equipment will be replaced with more energy-efficient equipment. Efficiency Vermont may give incentives.

Pump #1 is acting up and pump #2 is loud. To replace pumps and pull ballasts out will cost about \$16,000.

Joe Herrmann stated that only two people can do this job. One is busy and the other is Sammy Kelson.

Motion: Art Whitman motions that that the Select Board proceeds with Joe's recommendation.

Amended Motion: Tim Scoggins motions that to go with the bid for Sammy Kelson and Monument Electric to replace the pumps and ballasts at the Twitchell Hill Pump Station. Ken Harrington 2nds. 5-0-0. Motion carries.

Joe Herrmann stated that he represents Shaftsbury on the North Bennington Water Board. The Board will raise rates 25 cents across the board for the whole system to pay for the change in tax rate. Joe Herrmann accepted this change.

Tim Scoggins asked how many users are on public water. Joe Herrmann stated 985 with 300 in Shaftsbury plus Bennington College.

Rate change will be 25 cents per 1,000 gallons.

Tim Scoggins stated that this seems modest. He also conveyed that it was never the intention to do anything mean spirited.

Joe Herrmann stated invited Select Board members to attend a North Bennington Water Board meeting, which meets every third Tuesday of the month.

Tim Scoggins adjourns the special meeting at 6:25 pm.

6:30PM Regular meeting

1. Call to Order

Tim Scoggins called the meeting to order at 6:36 PM.

2. Conflict of Interest Statement

There are no conflicts of interest

3. Approval of Minutes

Motion: Mitch Race motions that to approve the September 15, 2014 meeting minutes. Ken Harrington 2nds. 5-0-0. Motion passes.

4. Warrants

There are three warrants.

Motion: Tim Scoggins motions that to approve Check Warrant #7 for \$24,164.43. Art Whitman 2nds. 5-0-0. Motion passes.

Motion: Tim Scoggins moves to approve a retirement warrant for \$92.91. Tony Krulikowski 2nds. 5-0-0. Motion passes.

Motion: Tim Scoggins motions that to approve a retirement warrant for \$7,698.75. Tony Krulikowski 2nds.

Discussion: Bill Fisk discusses that there are two retirement funds: one is for a single town employee and the other is for a group of employees in which the Town contributes quarterly.

5-0-0. Motion passes.

5. Announcements (including BCA reconvene on October 8th at 6:00 PM)

The Board of Civil Authorities of which the Select Board are members will reconvene on October 8th. There will be rulings on the properties from last time.

The Shaftsbury Elementary School is having a Walk to School Day on Wednesday, October 8 at 8 am from T & M Plastics.

Mitch Race discussed an event he attended through Public Assets Institute. Their website is publicassets.org.

Mitch Race thanked Luxbrush (Painting)—Travis Senecal and crew—and Adrienne Vitigliano of Sherwin-Williams for paint on the Galusha House.

6. Public Comments

Rod Cameron, resident of Dunham Avenue, addressed the Board. First issue is that cars are speeding on Elm Street. The top of Dunham Road has a blind corner and there has been an accident and a few incidents.

Rod Cameron suggested changing the speed limit to 25 mph and posting speed limit signs.

A second issue raised by Rod Cameron is the condition of the home on the corner of Dunham Avenue and Elm Street. The homeowners have died and the property is not cared for.

Tim Scoggins stated that the Town will try to contact the owner. If there is a health issue, the Town can take action. David Kiernan stated that a certified letter will be send to the homeowner.

Tim Scoggins stated that for the road, the Town will contact the Sheriff, put up feedback signs, and post signs.

7. Treasurer's Report

Bill Fisk gave an overview of where Fiscal Year 2014 ended.

There were no financials available for the September 30th end of first quarter for Fiscal Year 2015

Total expenditure were \$57,000 excess revenues over expense.

The Town has adequate resources to meet its needs. Tax bills were sent out and \$400,000 has been collected. We have spent \$500,000 since July 1.

On November 5th, a tsunami of tax dollars will come in.

Bill Fisk offered to return next meeting to give a 1st quarter update and answer any questions.

8. Road Foreman Update (Town Administrator)

David Kiernan gave update as Terry Stacy was on vacation

a. White Creek Road repairs by Brownell's

There is a small crew this week. Terry Stacy did an exploration last week and found clay down to 22 feet. The road has not depressed.

Art Whitman asked if the blocks are staying. David Kiernan responded yes. The blocks can be taken out but the road is stabilized. The road will be shimmed again before winter.

Ken Harrington asked if state aid was received. David Kiernan responded no, but if something happens in the spring, the Town will ask for state aid.

b. Shoulder Stone —Line Striping

The white lines are scheduled for next week. The yellow lines were put down last Thursday. The white lines could not be done until the yellow lines were down.

9. Nominate Health Officer

The Town does not have a health officer, so Tim Scoggins will act as health officer.

The procedure is to nominate someone and send to the State for approval. Tim Scoggins has written a draft letter for Mitch Race to nominate him as Health Officer.

Motion: Selectboard nominates Tim Scoggins to serve as Health Officer Mitch Race 2nds. 5-0-0. Motion passes.

10. Rethinking Salt Shed Expansion

The current salt shed is close to the property line. A variance is needed to expand.

Motion: Art Whitman motions that that the Town applies to the Development Review Board for a variance for the salt shed expansion Ken Harrington 2nds.

Discussion

Mitch Race stated that he does not know how it will be approved.

Tim Scoggins is worried about the expansion becoming a health and safety issue.

Ken Harrington stated that the salt shed does not have a blacktop base.

David Kiernan stated that there should be blacktop whether or not the shed is expanded.

Vote: 3-2-0. Scoggins, Race opposed. Motion carries.

David Kiernan will let the Board know when the hearing will be.

11. Authorize Hazard Mitigation Plan to FEMA for Review

Tim Scoggins pointed out that Central Vermont Public Service is mentioned instead of Green Mountain Power.

Motion: Mitch Race motions that to authorize the Hazardous Mitigation Plan to FEMA for review. Tim Scoggins 2nds. 5-0-0. Motion passes.

Tim Scoggins stated that the link should be put on our website.

12. Resolution Supporting Western New England Greenway

Tim Scoggins has updated Bruce Lierman's resolution to support the Western New England Greenway.

Motion: Mitch Race motions that to approve the resolution for the Western New England Greenway. Art Whitman 2nds. 5-0-0. Motion approved.

13. Town Administrator's Report**a. Cole Hall Repairs:****1. Roof Repairs**

Doxsee Roofing finished roof repairs.

2. Completed and proposed new work

The steeple came off. The roof over the staircase needs to be fixed.

Doxsee gave an estimate of \$1956 to strip the roof and place new shingles.

Tim Scoggins noted that since the repair is under \$3,000, the Board does not need to approve.

b. Cole Hall Renovations:**1. Bathroom remodeling to ADA standards**

There is \$53,000 in reserve to fix Cole Hall.

The bathroom will be fixed. Phase 1 is to make the bathroom handicap accessible. There will be some minor moving of interior walls.

2. Interior painting

We will get proposals for interior painting after Town Meeting. The ceiling repairs will be expensive. We are not ready to do this work.

3. Exterior Painting and repairs to trim

The exterior looks dull, but basic maintenance is up to date.

4. Minor interior renovations

We will look into getting non-window air conditioning units for downstairs.

Tim Scoggins stated that curtains should be priced for the upstairs room and also to get an estimate for the ceiling.

c. Howard Park Grant

The scope of the project has changed. The grant is due at the end of the week.

There is \$12,000 in reserve.

There are electrical issues and the tennis and basketball courts need work.

There will also be upgrades to the security system.

Art Whitman stated that the Norshaft Lions indicated if we can control security, they will put money in.

David Kieran stated, "By Spring, you will have a new park."

d. Truck Financing Update

Attorney Rob Woolmington is reviewing the paperwork.
The process will take a few weeks. Then a check will be sent to Delurey & Viking.

The truck should be done in 3 weeks.

e. Federal Surplus Forklift modification update

Motion: Mitch Race motions that to sell the Federal Surplus Forklift. Tony Krulikowski and Art Whitman simultaneously 2nd. 5-0-0. Motion passes.

f. Household Hazardous Waste Day update

Households mostly brought paint for disposal. There were five full pallets of paint.

Tony Krulikowski asked when the Transfer Station scale will arrive. David Kiernan responded that it will arrive in two weeks.

14. Brief outline FY 2016 Budget Planning Schedule

David Kiernan gave the Board a tentative schedule of upcoming meetings for budget planning.

Ken Harrington exits at 8:14 PM.

15. Other Business

a. Ballot Language for Zoning By-Laws

There will be four items for zoning by-laws for the March ballot.

1. A change to the map of Shaftsbury Hollow/Granger Hollow Roads. This will return the area to zoning for the 1400 elevation.
2. A definition of "Home Occupation."
3. A change to allow multi-family dwellings in the Village Center. While current zoning allows for multi-family dwellings in rural areas, it does not include the Village Center.
4. This is for subdivision regulations. This will allow developers to increase development.

Motion: Tim Scoggins motions that to approve ballot language for March ballot. Mitch Race 2nds.

Discussion

Art Whitman asked if these items would be voted on separately. Mitch Race responded yes.

4-0-0 Motion passes.

b. Other Business

Art Whitman asked to warn for an Executive Session to discuss a real estate transaction for next meeting.

c. The Generator

The School Board wants the generator completed. This will be used for the school to be an emergency shelter. Funds from last year were to buy the majority of parts. \$15,000 is needed to install the equipment.

Tim Scoggins will go to the School Board on Wednesday night to discuss.

The Principal from the school indicated he is ready to discuss. A grant was applied for, but the status of that grant is unknown.

The Town's commitment will be \$9,000.

Select Board agreed to spend money.

16. Review of Action Items

1. Address speeding issue on Dunham Avenue.
2. Send a registered letter to the owner of the home on the corner of Elm Street and Dunham Avenue regarding the condition of the home.
3. Place the Treasurer on the next agenda to discuss the First Quarter financial situation
4. Put the pamphlet on the website on what citizens can do for hazard mitigation.
5. Tim Scoggins will revise the letter for the Howard Park grant.
6. David Kiernan will schedule a Development Review Board meeting to discuss the salt shed.

17. Adjournment

Motion: At 8:29 pm, Tim Scoggins motioned to adjourn the meeting. Art Whitman 2nds.4-0-0. Motion passes.