

**Town of Shaftsbury
Selectboard Meeting
6:30PM
Monday, October 5, 2015
Cole Hall, 61 Buck Hill Road, Shaftsbury**

Selectboard Members Present: Tim Scoggins (Chair), Mitch Race, Art Whitman, Tony Krulikowski,

Absent: Ken Harrington

TA Present: David Kiernan

Others Present: Melanie Dexter (Treasurer), David Mance, Chris Williams, Brie della Rocca, Jackie Berry

SUBJECT TO APPROVAL

6:30PM Regular Meeting

1. Call to Order

Tim Scoggins (Chair) called the meeting to order at 6:30PM

2. Conflict of Interest Statement

NONE

3. Approval of Minutes

Motion: Mitch Race moved to approve the minutes from the Regular Meeting on September 21, 2015. Tim Scoggins seconded.

Mitch Race offered a correction to Item #6 to the Minutes, citing that he proposed reviewing the appointment policy of the Planning Commission, not the By-Laws.

4-0-0 Motion approved.

4. Warrants

Motion: Tim Scoggins moved to approve Warrant #10 \$54,886.49. Mitch Race seconded.

4-0-0 Motion approved.

Motion: Tim Scoggins moved to approve Retirement Warrant #11 \$125.18. Mitch Race seconded.

4-0-0 Motion approved.

Motion: Tim Scoggins moved to approve Payroll #7 \$17,664.42. Mitch Race seconded.

4-0-0 Motion approved.

5. Announcements

Mitch Race announced the Shaftsbury Historical Society's Annual Meeting would be held on Saturday, October 10, 2015 at 2PM at the Community Center in Shaftsbury Center.

David Kiernan announced that the paving of East Road would begin Tuesday, October 6, 2015 and the road would remain open while work was being done.

Tim Scoggins reminded the public that there is currently another option for internet access in Shaftsbury through a 4GL signal from VTel. Mitch Race confirmed that VTel is checking signals in parts of Shaftsbury.

6. Public Comments

David Kiernan addressed the road name change of Sawmill Road to East Mountain Road. He informed the Selectboard that no comments had been received prior to this meeting and that all three residents had been notified of the change in name. As there was no opposition to the change, the official name change would take place at the next regular meeting on October 19, 2015.

7. Treasurer's Report – Melanie Dexter

Melanie Dexter gave an informal report to the Board stating that tax bills had been sent out the previous week. There were some issues with the printing of the bills and residents may ask for their bills to be reprinted. Ms. Dexter reported that with the money coming in from taxes due, the cash flow is fine.

Ms. Dexter also pointed out that there are 27 pay-periods in this fiscal year and this potential issue had already been resolved by the Town due to Joan Vargo's early recognition of this anomaly.

8. Road Foreman Report

Tim Scoggins proposed to David Kiernan that the Road Foreman Report (Item #10 on the October 5, 2015 Agenda) be addressed prior to the interviews for the Planning Commission as the meeting was running ahead of schedule.

David Kiernan reported that Beaudoin Paving had been hired to do the final grading on East Road and that the paving would begin on October 6, 2015. Mr. Kiernan also reported that work was also slated for Shaftsbury Hollow Road this fall. Resurfacing work on Maple Hill is being held off but the crews are hoping to start work on the Ehrich Road fabricing project prior to winter preparations. Mr. Kiernan also indicated that work on Murphy Hill would take place this fiscal year.

David Kiernan further reported that the Mance engineering study of the Shaftsbury Hollow bridge was underway. Mr. Kiernan also informed the Board that an investigation of work to be

performed under a grant through Better Back Roads (with federal money through BCRC) from Dwyer's camp to the end-point of Shaftsbury Hollow Road was hung up in funding and would like not begin until spring.

Mitch Race inquired if grading such as that done by Beaudoin on the East Road project could be folded into future bids for road projects.

David Kiernan informed the Selectboard that approximately half of the chloride budget had been used and the road crew was also about 52% through the gravel budget for the year. Mitch Race asked about potential issues with chloride washing into the watershed, particularly in areas such as Cold Spring Road. David Kiernan confirmed that the treatment was done only a couple of times a year and that residents have expressed that the roads require treatment.

Tim Scoggins then brought up the subject of next year's budget. The payment of debts from the purchase of road equipment in 2008 along with a reduction in the road crew from 6 to 5 members will allow for some money that Tim Scoggins and David Kiernan proposed be used to put more material in roads and rebuild the road base. Paving, crack seal, signs and tree removal are all items requiring attention.

Mitch Race then asked for more involvement from the Selectboard in general for budget preparations, including a thorough review of line items. A brief discussion followed regarding the budget for fiscal 2017 followed with David Kiernan informing the Selectboard that preliminarily, there should be no increase in next year's budget.

9. Planning Commission Member Interviews

Six letters of interest were received but two applicants subsequently pulled out of consideration. Two prospective members were in attendance at the meeting and two submitted written answers to interview questions. Tim Scoggins invited the public to submit letters of support or rejection by Friday, October 6th so that a final decision on the members can be made at the October 19, 2015 regular meeting.

The Selectboard then interviewed David Mance and Brie della Rocca for seats on the Planning Commission.

Mr. Mance cited his decades of experience as a surveyor and forester, as well as his previous involvement with various Town Planning and Zoning boards as his qualifications for serving on the current Planning Commission. Mitch Race asked about Mr. Mance's vision for the Town and Mr. Mance indicated that he would like for the Town to keep its identity, to get more community involvement and that the Planning Commission should be used to set processes, rather than regulating land use for "social engineering" purposes. Mr. Mance cautioned against micromanagement of the planning process to suit a particular situation and stressed the importance of clarity in planning guidelines.

Ms. della Rocca stated she wishes to serve on the Planning Commission because she feels it is a real way to influence the community. Ms. della Rocca is a landlord in the area and a small

business owner. Ms. della Rocca's vision for the Town included an exploration of the use of a mixed residential/commercial spaces and outreach to local college students and young people as a resource.

Mike Foley submitted a letter to the Selectboard stating that he was interested in serving on the Planning Commission because he felt it was a committee where the public is able to speak freely and effect change in the Town. Mr. Foley has served on the Environmental Issues Committee. Mr. Foley sees the promotion of Shaftsbury's natural resources as a way to support the community.

Carl Korman also submitted a letter to the Selectboard. Mr. Korman cited his experience as a lawyer and professional who has worked with construction and public works for 35 years. Mr. Korman would like to increase the Town's small business potential. Mr. Korman previously served on the Selectboard.

10. Cole Hall System Phone Presentation

Jackie Berry, a representative from CIT in Bennington, presented information on the new telephone system proposed for Cole Hall. The new ESI on-premise phone system would have multiple lines, voicemail and allow the transfer of calls within the building. The system also has a battery back-up, a 5-year warranty and can allow the recording of calls.

Art Whitman inquired if this system would operate through land lines and David Kiernan confirmed that Gerry Mattison had informed him that Cole Hall was an Emergency Service Center and required POTs.

David Kiernan also mentioned that he would roll in the lines at the garage and fire house into the new service plan. The Water Department will have the capability of receiving an alert on their cell phones when a message has been received through their line at Cole Hall.

Tim Scoggins then confirmed the rates for the service plans. The current plan through SoverNet is approximately \$400.00/month. The flat rate offered through CIT's provider, BCN, is \$168.40/month. Jackie Berry indicated that a measured rate may be more appropriate given the low usage at the Town Hall. Tim Scoggins inquired if usage could be reviewed after a period of time and if the Town could switch from a measured rate to a flat rate. Jackie Berry suggested a period of two months of service before review.

Art Whitman asked about the cost of adding in new lines to support the system should the old lines not suffice. David Kiernan said he received a quote of \$120.00 per line.

Motion: Art Whitman moved to purchase the new phone system for \$2,934.23. Tony Krulikowski seconded.
4-0-0 Motion approved.

David Kiernan then asked for a motion to change the provider for phone service to BCN at the measured rate plan.

Motion: Mitch Race moved to contract service with BCN at a measured rate of \$108.40/month. Tony Krulikowski seconded. 4-0-0 Motion approved.

David Kiernan concluded the discussion by saying that SoverNet required 30 days' notice for the cancellation of their services.

11. Resolution of Adoption of the Hazard Mitigation Plan

Tim Scoggins moved to approve the Resolution of Adoption of a Hazard Mitigation Plan. Mitch Race seconded. 4-0-0 Motion approved.

12. Sidewalk Project Update

David Kiernan reported on a meeting he had last week with VTrans regarding the sidewalk project at the corner of Route 7A and Church Street. Mr. Kiernan said the plans were under review but that the radar speed signs were apparently not included in the contract with KAS. The State's copy of the December 2013 original grant, with references to the radar signs, was apparently misplaced or destroyed. A meeting for next Monday has been scheduled to approve the addition of the radar signs. KAS will be preparing a sketch and an addendum to the contract.

Mr. Kiernan indicated that the plan should be approved rather quickly and the construction should begin in the spring. Bids would be put out in the winter.

Mitch Race and David Kiernan discussed the need for periodic calibration of the radar signs.

Tim Scoggins inquired if the project should commence as early as possible or if the work should begin after the school year concludes. It was agreed that work should begin as soon as possible. It is estimated that the work should be completed in a couple of weeks.

David Kiernan informed the Selectboard that the biggest challenge and more expensive portion (approximately \$31,000.00) of the project will be the digging of a trench and laying of conduit under Church Street to wire three new street lights.

Tim Scoggins pointed out that upon project completion, there would be on-demand notification for those crossing the street. Mr. Scoggins asked if the blinking yellow light could possibly be removed from the corner as it may interfere with drivers' ability to see the street-crossing signals. Mr. Kiernan said the request would have to be made to the State and it may be a fight to remove the traffic signal.

13. Howard Park Update

David Kiernan informed the Selectboard that over the past weekend, hazardous waste including some number of paint cans had been dumped at Howard Park. The Town will need to review the

content of the hazardous waste to determine if the products can continued to be stored by the Town until properly disposed.

Mr. Kiernan also discussed the installation of cameras as the Park, which will hopefully cut down on activities such as dumping of household trash, which has subsequently attracted bears to the Park.

Tim Scoggins reviewed the improvements to the Park to date: resurfacing of the tennis courts, new roofs on the buildings, the repair of woodwork and new basketball hoops. A new well and the re-claying of the baseball field are also slated to take place, as well as the painting of the buildings by Norshaft Soccer.

Tim Scoggins thanked Art Whitman on behalf of the Norshaft Lions Club for the cameras.

14. Town Administrator's Report

David Kiernan presented the Selectboard with 3 quotes gathered by Joe Vadakin for 3 sets of "bunker gear" for the Fire Department:

- (1) \$4,963.00 from Bergeron
- (2) \$6,463.00 from Shipmens
- (3) \$5,145.00 from Firehouse.

Mr. Kiernan indicated that Mr. Vadakin was pleased with previous gear supplied by Bergeron and wished to purchase the new bunker sets from that vendor.

Motion: Art Whitman motioned to purchase 3 sets of bunker gear from Bergeron for \$4,963.00. Tony Krulikowski seconded.
4-0-0 Motion approved.

David Kiernan then asked the Selectboard for a motion to close Cleveland Avenue on Halloween between the hours of 4:30pm and 8:30pm.

Motion: Mitch Race motioned to close Cleveland Avenue to traffic on Halloween from 4:30pm to 8:30pm. Tony Krulikowski seconded.
4-0-0 Motion approved.

15. Other Business

Mitch Race asked about the progress of the situation on Blueberry Hill regarding a resident's berm and fence impeding proper drainage from the roadway. As Steve Washburn was on vacation, a visit to the site will take place in the future with Art Whitman, Tim Scoggins, Steve Washburn and David Kiernan. Mitch Race informed the Selectboard that he had spoken to the resident and she expressed concern that if the berm was removed, water would drain into her garage or her septic system.

Tim Scoggins then reviewed the previous meeting's Action Items:

- Budget for the cemetery - ***David Kiernan including in reserve fund for cemetery fund.***
- Begin dialog with property owner regarding Blueberry Hill berm – ***addressed and plan to meet with resident.***
- Rebid the exterior painting of Cole Hall over the winter and revisit the issue in the spring – ***future to-do item.***
- Schedule CIT to attend the next Regular Meeting to present information regarding the phone upgrade – ***completed.***
- Discuss Town Emergency Plan with Gerald Mattison to determine requirement for traditional land line at Town Offices/Comcast VOIP telephone – ***POTs needed for Cole Hall.***
- Review of appointment policy for Planning Commission – ***completed.***
- Check stumps/culvert on Holy Smoke Road – ***work on stumping can begin after winter preparation work has begun.***

A brief discussion followed regarding the road crew's vacation and comp time as we head into winter. David Kiernan informed the Selectboard that comp time cannot be mandated to be taken by the road crews and suggested paying for the additional overtime looking ahead to this season.

16. Review of Action Items

NONE

17. Adjournment

The Selectboard adjourned at 8:35PM.