

Shaftsbury Select Board
June 5, 2017

1. Call to order
The meeting came to order at 6:30 pm. Present were board members Tim Scoggins (chair), Ken Harrington, Art Whitman, Tony Krulikowski, and Joe Barber. Town Administrator David Kiernan was also present.
2. Conflict of Interest statement
There were one reported.
3. Approval of minutes
None had seen outstanding meetings. The matter was postponed to the next meeting.
4. Warrants
Check warrant #38, \$12,849.10: Mr. Krulikowski moved to approve the warrant. Mr. Whitman seconded the motion, which passed 5-0-0.
Payroll warrant # 34, \$17,115.37: Mr. Krulikowski moved to approve the warrant. Mr. Whitman seconded the motion, which passed 5-0-0.
5. Announcements
6. Public Comments
 - a. Rep. Alice Miller provided an update on the legislative session. They reduced referrals of inmates to out of state prisons; there should be slightly more funding for town roads; about one-half of supervisory unions have merged or are going to a vote on a merger to “right-size the schools;” she was unable to persuade the state to reimburse the town for PFOA expenses (testing cost about \$26,000).
7. Treasurers report
Melanie Dexter said “we’re doing great.” Mert Snow has been successful in securing back taxes. She will probably seek a loan in lieu of taxes in August. Auditors arrive on June 6 for annual audit.
8. Road Foreman report
Steve Washburn reported the crew is about two weeks behind on grading due to rain and storms. They’ve done some ditching, some brushing, replacing street signs (Lake Rd. is popular).
9. Resolution for Timothy G. Finney 2017 Ordinary Hero
Mr. Scoggins read the resolution (which is included in these minutes by reference). Mr. Whitman moved to adopt the resolution. Mr. Krulikowski seconded the motion, which passed 5-0-0.
10. Opening RFP for architectural services – Town garage 7 pm
The first bid was from Goldstone Architecture, \$39,500 for all services requested in the RFP services plus a fee for reimbursement. The second bid was from CT Male Assoc., \$59,149. Mr. Kiernan suggested that the board meet at another meeting very soon, executive at first for contract review and then open for voting. All board members agreed to meet on Thursday June 8, 3:30 pm.
11. Curtis Merrow Solar Field proposal
Mr. Merrow said the planning commission had agreed to sign a letter designating his property as a “preferred site,” as will be required by the PSB beginning in 2017. The proposal is to double the size of the existing array. Mr. Scoggins noted that the site does not contain prime ag soils, and that the new state policy provides towns with much more say over siting than they had before. Mr. Whitman moved to sign the letter. Mr. Harrington seconded the motion, which passed 5-0-0. The board signed the letter.
12. Trustees of Public Funds – banking authorization forms

The chairman of the board of trustees presented a form for signing which provides him access Mr. Krulikowski moved to sign the forms to give the treasurer, Rob Stewart, Barry Mayer, William Hession and the three trustees of public funds access to the fund account. Mr. Whitman seconded the motion, which passed 5-0-0. Mr. Scoggins signed the document and will have it notarized. Mr. Stewart and Mr. Scoggins initialed appropriately.

13. TAM host town agreement – renewal/revision

When the transfer station was established about ten years ago, the town required an agreement that, among other things, TAM would be charged 53 cents a ton. TAM is the only company that is charged such a tax (e.g. neither Casella nor Dailey's pay this tax). Mr. Whitman moved to change the town host community fee to remove the host town tax. Mr. Harrington seconded the motion, which passed 5-0-0. Mr. Kiernan will draw up a new agreement (minus the tax language) for signing at the next meeting.

14. Tax sales for delinquent water bills

Mr. Kiernan reiterated that the board authorized tax sales for unpaid water bills. Three properties will be put up for sale. Taxes due on them are \$712.40, \$775, and \$1630. One of the properties is already in foreclosure. Some landowners responded upon receipt of the first letter from the attorney.

15. Dog licenses and ordinance violations

Two constables, the animal control officer, the fire warden and the town administrator met to discuss what to do about violations. Members of the group will become issuing officers. Mr. Kiernan will be the authorized holder of the summonses books and liaison to the judiciary. However, those authorized holders can't sign a summons unless they personally witness it. Paul McGann and Mr. Kiernan will produce a form that allows the witnessing citizen to state that he/she witnessed the violation, wishes to have it pursued, and will be present in court to make a complaint. Upon notarization by the town clerk, the form will enable the responsible officer to pursue the violation in court.

There is a stubborn group of unlicensed dogs. The constable will pursue licenses. Notices will be left if no one is home. If the animal is not licensed in two weeks, a summons will be issued and the owner will immediately incur court costs and increased fines of well over \$100. This action is a matter of equal treatment: most dog owners license their dogs, as required by law. The license requirements ensures that animals have up to date rabies vaccinations.

16. Bid proposal public works F350

17. Update of purchasing policy – elimination of redundant purchase order forms

Original policy was issued in 2004 and requires what is now excessive paper work. For the most part, the tasks haven't been done and have had no value. Instead, in practice the Town Administrator simply signs all the invoices and all warrants and contracts are approved by the Select Board. Mr. Kiernan would like to delete the purchase order portion of the purchase policy after discussing with the auditors.

18. Sullivan Powers contract FY 17 audit

Mr. Kiernan passed around a copy of the multi-year contract. It must be signed every year. \$15,200 is their annual fee. Mr. Whitman moved to sign the contract. Mr. Krulikowski seconded the motion, which passed 5-0-0. The board signed the contract.

19. Bennington County Sheriff contract FY18

The price will go up \$0.74/hour, \$616.58 more a year. The rest of the contract is the same. Mr. moved to sign the sheriff's contract. Mr. Krulikowski moved to sign the contract. Mr. Whitman seconded the motion. Mr. Whitman noted that the price went up a lot last year. Mr. Kiernan said they would still be within budget. Mr. Kiernan said they patrol widely. Mr. Whitman said West Mountain Road has speeders. The motion passed 5-0-0.

20. Other business

Mr. Kiernan noted that there will be hearing on June 14, 1 pm, in Montpelier to restrict parking at Buck Hill and Route 7A. No parking will be expanded 135' south on Buck Hill and 50' north on 7A on the east curb.

Mr. Whitman has heard a request for anti-jake break signing at the radar station. Mr. Kiernan will work with VTrans on the matter.

21. Review of action items

22. Mr. Scoggins recapped the action items: Mr. Kiernan will look into jake brake signage; will distribute the RFPs and provide summaries of each; edit the host town agreement; and ask the auditors about the purchase policy. Mr. Scoggins will have the public funds documents notarized. The board will review the purchasing policy.

Old items: Mr. Kiernan and Jim McGinnis will prepare for next water board meeting and reviewing the budget relative to new assisant's salary. Mr. Kiernan will submit a grant for a scoping project.

The Thursday meeting will be a public meeting.

23. Executive session personnel

24. Mr. Krulikowski moved to enter executive session at about 7:55 pm. Mr. Whitman seconded the motion, which passed 5-0-0.

25. Adjournment