

Shaftsbury Select Board
Special Meeting
November 14, 2017

1) Call to order

The meeting came to order at 5 pm. Present were Board members Tim Scoggins (chair), Ken Harrington, Art Whitman, Tony Krulikowski. Town administrator David Kiernan was also present.

2) Conflict of interest

No conflicts were reported.

3) Announcements – No Announcements

4) Public comments Mr. Watson stated he was at the meeting because he read in the Banner that garage bid awards would be discussed. It was explained that the bid documents were still being prepared and the discussion this evening was involving the transfer station position in the bid documents. Bid documents will not be issued till January 2018.

5) Town garage/transfer station: review proposed instructions to bidders/proposed AIA contract details, and budget review of project

Mr. Kiernan said he recommends that the removal of trees at the transfer station be contracted out, rather than conducted by the road crew. The proposal to take the trees down and remove them is under \$3000. The garage budget to date was reviewed and there is funding available to cover the remaining site work at the new Transfer Station. Mr. Kiernan has spoken with MSK (Engineers) and Goldstone (Architect) it was suggested that the remaining transfer station work be included as a bid alternate on the overall project. This would allow the Town to accept or reject the bid alternate while accepting the overall garage bid. The Town could then re-bid the TS work. Mr. Whitman wanted to make sure that bonding requirements for the transfer station be kept at a minimum. Mr. Harrington moved to put the transfer station site work in as a bid alternate for the overall garage project bidding documents. Mr. Whitman seconded the motion. The motion passed 4-0-0.

Mr. Kiernan sent out draft bid instructions for review. They were discussed.

6) FY 19 budget discussion – first draft

Mr. Kiernan reported that he'd heard from most of the department heads and explained the draft budget. The first draft budget will increase expenses slightly, 1.27%, which is below the regional annual inflation rate. Changes in the Town Clerk's office are the largest by far, including health insurance for the clerk at \$10,000; and additional hours at \$18/hour for 35 hours weekly for 52 weeks. The amount proposed for the Bennington Rescue Squad is still being determined. Last year the annual amount to the squad was increased to \$7500 and moved from community appropriation to a budget line item. Roadside mowing costs as proposed have been increased about 25%, to permit a wider first pass. Tree removal costs will go up as the town has a number of unsafe trees (100-200) on the list. The garage reserve fund, used to make payments for the garage bond, remains \$75,000. The budget may change when the unassigned fund balance is confirmed by the Town auditors, Sullivan Powers.

The Board discussed the five-year highway budget, which was developed with the help of the road crew. It includes anticipated grant funding from the state for Bridge 62 in Shaftsbury Hollow, continued paving of East road to the Bennington border. Additional projects will be funded by grants through VTRANS Better Roads program. These projects will assist the Town in complying with the Municipal Road General Permit requirement from the State. Future projects include pavement work on Birch Hill Road, Buck Hill Road, the Village roads, and various aprons to side roads. The Town is working with the Stater engineers to design long term solutions to the annual problems on Meyers Road. Funding is planned for the needed work.

The equipment five-year capital budget was reviewed. It includes a new fire truck, a new pick-up, a sidewalk machine, replacement of the single axles – all of which will be funded by reserve funds, not debt.

7) Review of action items

There were none.

In other business, the Board agreed that the Town will await instructions from the state as to what should be done about a well that was found to measure >20 ppt PFOA.

It was agreed that the Board would ask department heads to appear to report at the December 4 meeting.

The new website is progressing. Mr. Scoggins illustrated some of its features.

8) Mr. Harrington moved to adjourn at 6:30 pm. Mr. Krulikowski seconded the motion, which passed 4-0-0.