

## Shaftsbury Select Board

December 19, 2022

Meeting in person at Cole Hall and remotely via Zoom

### 1. Call to order

The meeting came to order at 6:30 p.m. Present were selectpersons Art Whitman (chair), Mike Cichanowski, Martha Cornwell, and Joe Barber. Also present was town administrator David Kiernan.

### 2. Conflict of Interest Statement

No one reported a conflict of interest with any item on the agenda.

### 3. Minutes

Mr. Cichanowski moved to approve the December 7 minutes. Mr. Barber seconded the motion, which passed 4-0-0.

Mr. Cichanowski moved to approve the November 21 minutes. Mr. Barber seconded the motion, which passed 4-0-0.

Mr. Cichanowski moved to approve the December 5 minutes. Mr. Barber seconded the motion, which passed 4-0-0.

### 4. Warrants

Check warrant #19, \$125,027.80. Mr. Cichanowski moved to approve the warrant. Mr. Barber seconded the motion, which passed 4-0-0.

Payment of community appropriations approved by voters March 2022, \$93,275.00. Ms. Cornwell moved to approve the warrant. Mr. Barber seconded the motion, which passed 4-0-0.

Payroll warrant #8A, \$64.73. Ms. Cornwell moved to approve the warrant. Mr. Cichanowski seconded the motion, which passed 4-0-0.

Payroll warrant #11, \$28,023.39. Mr. Cichanowski moved to approve the warrant. Mr. Barber seconded the motion, which passed 4-0-0.

### 5. Announcements

Mr. Whitman reported that three members are needed for the Economic Development Committee, and members are needed for the Cole Hall Committee.

### 6. Public Comments

A resident of Route 7A and several members of the audience complained about odors on the former Howard property where Trevor Mance had been spreading compost or something similar. She noted that the Town had put a moratorium on composting. She said numerous citizens have complained to her about it.

Mr. Whitman said Mr. Mance spread a shredded paper project. It was temporarily stockpiled on the site, during which time an anaerobic reaction took place which produced unpleasant odors. Mr. Whitman said once the material had been spread on site on December 14 the smell should have gone away. He said the state doesn't require a permit to spread a soil amendment on farm fields. Mr. Whitman said Mr. Mance may have burned brush from hedgerows he cut recently cut down.

Ms. Cornwell suggested reaching out to Mr. Mance about his plans for the future. Mr. Kiernan noted that Towns can't regulate agricultural practices. Mr. Whitman noted that a temperature inversion on that day made the odor worse. Mr. Whitman noted that Mr. Mance is a citizen and neighbor and would probably be willing to consider neighbor complaints in the future.

Jenny Rozycki, executive director of the McCullough Library, announced that the library is once again open to the public. She shared copies of an update on their five year plan.

#### 7. Treasurers Report

Melanie Dexter referred first to the cash flow report. She said the office's new dollar bill counter has improved the quality of life in her office greatly.

The latest cash balance is \$1,037,719. Ms. Dexter described the process of processing clerk's checks.

For the reserve accounts, much of the activity was in "water," which bills were due December 10.

There are still a few glitches with Positive Pay with the bank (in which the bank okays each check as it is deposited). For example, two-line addresses on a check seem to bounce, at which point Ms. Dexter receives an email from the bank. (It could be problematic should the email be sent when Ms. Dexter were not in the office. A back-up person, perhaps Mr. Kiernan, could be needed.) Positive Pay was suggested by our auditors.

#### 8. Proposed Zoning Bylaw Changes – Public Hearing

Mr. Whitman reminded the Board that the Planning Commission has proposed that five changes be made to the zoning bylaw: a change in the definition of accessory dwelling units, adding "tiny homes" to the definition of "manufactured homes," a section prohibiting new shooting ranges, a section allowing the zoning administrator to approve site plan amendments in some cases (abutting landowners must be notified of such amendments), and changes to the open space subdivision regulation. Mr. Cichanowski moved to put the changes before the voters at March 2023 Town Meeting. Mr. Barber seconded the motion, which passed 4-0-0.

#### 9. Traffic Speed Ordinance- Discussion – Additional Changes – No vote scheduled

Mr. Whitman noted that an additional change to the speed limit was requested for Shaftsbury Hollow Road upstream of the new culvert. Mr. Kiernan said a speed analysis was done on Cold Spring Road over seven days. The average speed was 30 m.p.h. Two cars exceeded 50 m.p.h.

#### 10. 2026 Town Reappraisal Agreement

Mr. Kiernan worked with NEMRC to craft a draft agreement for a town-wide reappraisal at a cost of \$186,000, which funds (and more) are already in the bank. He suggested getting on the NEMRC waiting list. Mr. Cichanowski moved to hire NEMRC to do a town wide appraisal beginning in or around 2026. Mr. Barber seconded the motion, which passed 4-0-0.

#### 11. FY24 Budget discussion

The board looked over Mr. Kiernan's draft budget which proposes a 4.97% increase over last year's budget – an increase of about \$24/\$100,000 assessed value. Major changes include cutting back a little on the class 3 road fund, a county-wide hazardous waste facility being built in Bennington to which the Town must contribute, an increase in the stipend for Development Review Board and Planning Commission members from \$100 to \$500 annually, and an increase in contribution to the paving fund in preparation for work in Paran Acres, Harvest Hills, and the top of Twitchell Hill.

Mr. Kiernan would like to approve the budget on January 3 (a revised meeting date).

#### 12. DPW Report

The road crew will be on the roads tonight. Plowing, sanding, rebuilding the sand pile, and maintaining the equipment are taking up the crew's time now. He told Mr. Barber that magnesium chloride has proven to be a good product.

Mr. Whitman complimented the road crew on their work and their care of the garage and equipment.

### 13. Other Business

Mr. Whitman said town employee Jen Holley wears many different hats – cemetery superintendent, webmaster, assistant town clerk, and special projects for the cemetery. Though she receives the same wage for each role, the act of creating her paycheck is complicated. Mr. Whitman suggested giving her the title “administrative assistant” and so consolidate her paychecks. The job description will be changed as appropriate to incorporate some or all these different roles, but will primarily cover webmaster duties. Ms. Cornwell moved to approve the creation of the position of administrative assistant as described in a document submitted by Mr. Kiernan. Mr. Barber seconded the motion, which passed 4-0-0.

Mr. Whitman suggested holding the next meeting on Tuesday January 3, as January 2 is a federal holiday. All agreed. A water board meeting will be held on the 3<sup>rd</sup> as well.

Mr. Cichanowski moved to authorize Mr. Kiernan to sign a new year's contract with CAT TV. Mr. Barber seconded the motion, which passed 4-0-0.

Mr. Whitman said the closing on the property behind Cole Hall may be held December 23, 2022, provided sufficient progress has been made on cleaning out the barn. Mr. Kiernan said the lawyers are discussing the method of payment, e.g. a check or a wire transfer (VLCT and our accountants frown on the latter).

### 14. Review of Action Items

### 15. Adjournment

Mr. Cichanowski moved to adjourn at 7:42 p.m. Mr. Barber seconded the motion, which passed 4-0-0.