

## **Town of Shaftsbury Select Board Meeting**

Monday, March 18, 2024

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 Brad Peacock, Martha Cornwell, Naomi Miller (chair), Mike Cichanowski, and Tony Krulikowski. Also present was temporary town administrator David Kiernan.

### 2. Conflict of Interest Statement

No one reported a conflict of interest with any item on the agenda. Ms. Miller noted changes to the agenda: adding a treasurer's report; signing annual state highway reports; removing agenda items board terms and executive session.

### 3. Minutes

There were none.

### 4. Warrants

Check warrant #56: \$75,850.51. Mr. Krulikowski moved to approve the warrant. Mr. Cichanowski seconded the motion, which passed 5-0-0.

### 5. Announcements

Ms. Cornwell noted that the public meeting on the Enhanced Energy Plan will be held March 27, 6 p., hosted by the Planning Commission.

Ms. Cornwell noted the Shaftsbury Historical Society has brought back the Shaftsbury Ordinary Hero event. Please see the town website to nominate a Hero, or speak to a member of the Historical Society.

### 6. Public Comments

Mr. David Durfee, state representative, spoke. He congratulated the board members on their ascension to office and offered his help with state matters, if any. In answer to a question, he said the sewer issue would be handled by the state Government Operations committee.

### 7. Oliver Wadsworth Cold Spring Road culvert issue

Mr. Wadsworth appeared via Zoom. Ms. Miller suggested that a couple of selectpersons might want to visit the site with the landowners present. Mr. Kiernan suggested Mike Yannotti should also be present. He noted the issue was discussed last fall and visited and acted upon by the highway department. Mr. Wadsworth noted that a culvert discharging onto their lawn began causing flooding problems on their property in April 2022. It was agreed to try to meet on site on a Tuesday or Thursday, as early as next week. Adjoiner Mr. Whitman will join the group.

### 8. Treasurer's report

Ms. Dexter explained the February cash flow report. (She noted that tax information is now on the town website.) A large overdue water payment covered by the state was recorded

there. The end of month cash balance was \$857,873. She reported she thought the Town might need to take out a line of credit come July. Only two reserve payments were made in February – water, and lister’s reappraisal fund.

9. Board Appointments:

Ms. Miller named the following nominees to various committees.

Town Green Committee:

Marie Watson

Energy Committee:

Dave Beach

Andrea Bacchi

Sewer Feasibility Study Committee:

Eamon Mulligan

Dave Mance

Lilli West

Gail Tiffany

Art Whitman

Planning Commission:

Zoe Contros Kearn

Mr. Krulikowski moved to appoint the individuals to their respective committees. Mr. Peacock seconded the motion, which passed 5-0-0.

Ms. Cornwell and Mr. Kiernan suggested the Town Green and Cole Hall committees be merged as their objectives are intertwined. (The sewer project will also intertwine with the combined committee.) The economic development committee has a wider scope and should remain separate. Ms. Cornwell noted there is an opening on the economic development committee. Letters of interest should be sent to Mr. Kiernan.

10. Liaison Assignments

Ms. Miller said she distributed a list of possible assignments. A discussion followed. The final list will be posted on the town website.

Ms. Cornwell suggested liaison individuals report to the Select Board routinely, maybe once a quarter and maybe by email to the Town Administrator. It was agreed that the public copy of assignments would include as contact information only town email addresses.

11. Appointment of Town Officers – 1 year terms

This item was deleted.

12. DPW report

Mr. Kiernan asked that three forms required by the state be signed: that the Town adheres to the State road and bridge standards; the financial plan for state highways; and a statement that the Town will adhere to state standards. Mr. Krulikowski moved to accept the reports. Mr. Peacock seconded the motion, which passed 5-0-0.

Mr. Kiernan reported on DPW activities: tree cutting, stone lining ditches on Bouplon Hollow, brush cutting, spot grading, cleaning up Howard Park, preparing equipment for spring. Mr. Peacock said

he'd received questions from citizens about ditching. Mr. Kiernan agreed that ditching in compliance with state standards can be visually alarming, because the ditches have filled in so over years. When cleaned out, the ditches therefore appear deep. They need to be at such a depth in order to be effective. It was agreed to host a discussion about state standards for roads at the Select Board meeting on May 6.

### 13. Other Business

Ms. Cornwell moved to change the Select Board meeting time to 6 p.m. effective April 1. Mr. Cichanowski seconded the motion. Mr. Kiernan wondered whether the meeting day should also be changed to Tuesday (to avoid having to cancel holiday Monday meetings). The original motion passed 5-0-0. The Tuesday matter will be taken up at a later time.

Ms. Cornwell moved to publicly sign the employment agreement with Paula Iken, the new town administrator beginning May 1 2024. Mr. Cichanowski seconded the motion, which passed 5-0-0.

Ms. Cornwell crafted thank you letters for Cinda Morse and Karen Mellinger for their efforts for the Town Meeting potluck. All signed the letters.

Ms. Cornwell will draft a letter for Mr. Whitman.

Mr. Cornwell noted that the Board had discussed reinstating petty cash. Mr. Kiernan said he'd restart it (it was ended during the pandemic).

Ms. Cornwell asked about a public meeting for the Grandview sidewalk study. Mr. Kiernan will set something up for late April or early May.

Mr. Krulikowski moved that Art Whitman represent the Select Board at hearings on water board matters in Montpelier. Mr. Cichanowski seconded the motion, which passed 5-0-0.

### 14. Review of Action Items

- Mr. Kiernan will rectify "Selectmen" stationery.
- Ms. Miller will bring in a wide angle camera next time.
- Ms. Miller and Mr. Peacock will meet with Mr. Wadsworth, Mr. Whitman, and Mr. Yannotti next week.
- The Cole Hall and Town green committees will be combined.
- Mr. Kiernan will email all new committee members to notify them of their appointments.
- Mr. Kiernan will share liaison information with the webmaster, with only emails given as contact information.
- Ms. Cornwell will send Mr. Kiernan her draft thanks letter to Dr. King for use in drafting a letter to Art Whitman.
- For future agendas: on May 6, a meeting on town roads; in April or May, a meeting on the Grandview sidewalk.

### 15. Executive Session – legal – personnel

This item was deleted.

### 16. Adjournment

Mr. Krulikowski moved to adjourn the meeting at 7:40 p.m. Mr. Peacock moved to second the motion, which passed 5-0-0.