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Town of Shaftsbury

Municipal Offices at Cole Hall

Meeting Minutes

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Town of Shaftsbury Select Board Meeting

Date of Meeting: Monday May 19, 2025, at 6:00 pm, in person at Cole Hall and remotely via Zoom.

1. Call to Order:

The meeting came to order at 6:00 PM. Present were selectpersons Naomi Miller (Chair), Zoe Contros Kearl (Vice-Chair), Mike Cichanowski, Tony Krulikowski, and Brad Peacock. Also present were Town Administrator Paula Iken, Treasurer Melanie Dexter, and Operations Coordinator Jen Holley.

2. Conflict of Interest Statement:

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

3. Minutes

The minutes from the May 5th Select Board meeting were reviewed, Mr. Cichanowski motioned to approve, Ms. Contros Kearl seconded. The minutes were accepted without amendment 5-0-0.

4. Announcements

Ms. Iken, on the Town Clerk's behalf, reminded dog owners that dog licenses are past due and to bring a rabies certificate when picking up a license. On the Assessors Clerk's behalf, she said that reappraisal postcards are still being sent, and to file your homestead tax if you haven't yet, even though tax season is over. Ms. Iken then mentioned the self-guided Revolutionary War cemetery walking tour created by Cemetery Superintendent Jen Holley. Ms. Holley said that a scanned QR code will guide you through graves at Center Cemetery, or you can pick up a map in the Town Clerk's office or go to the Town of Shaftsbury website and tour online. Ms. Iken then announced the creation of online reservation for the pavilion at Howard Park. Ms. Holley said the button is on the Town of Shaftsbury website Recreation Committee page. Reservations are free for Shaftsbury residents, \$50.00 for non-residents, payable by check to the town. Ms. Dexter asked if Municipate might be added as a payment option. It was agreed that this was a good idea.

5. Warrants

Check warrant #25(?): \$90,071.89

Ms. Miller asked for a motion to approve. Mr. Krulikowski moved; Mr. Cichanowski seconded. Motion approved 5-0-0.

Items over \$1000:

Blue Cross Blue Shield VT: \$14,403.00 May employee health insurance

Bennington County Regional Commission: \$5,388.00 Quarterly fee for Solid Waste Implementation Plan

Bove Fuels: \$1543.00

Brookfield Services \$2595.00 Maintenance & certification of Fire Dept. (Main Station) generators

Casella Waste: \$9,852.00 Transfer station

Crystal Rock: \$19.99 DPW water bubbler

Innovative Surface Solutions: \$5,451.00 Road material

MVP Healthcare: \$5,670.64 New health insurance for 1 person (everyone switching in June)

Numeric: \$7,751.00 May fee; \$1795.00 Planning & Zoning module
Sullivan & Powers: \$1236.00 Remainder of audit fee
Tamarack Tree Service: \$3,400.00 Removal of ash trees at new building
Vermont League of Cities and Towns: \$20,973.82 Insurance- casualty, municipal, workers comp etc.
Wallingford Crushed Stone: \$4,497.00 Gravel
Approved 5-0-0.
Payroll warrant #24: \$27,864.51; \$438.00 (for pay raise not included in Tim's check)
Mr. Krulikowski moved; Mr. Cichanowski seconded. Warrant approved 5-0-0.

6. Public Comments:

A member of the public asked about volunteering for renovations at the new building. Ms. Miller said we're not at that stage because "stuff is dangerous". Ms. Iken expanded by saying that bids were being solicited, and contractors were busy. Volunteers with paintbrushes and rollers will be welcome in the future. Rick Bennett spoke about the Garden Committee doing some work on the outside of the new building and asked for ideas. The committee just refreshed the garden at Cole Hall and will be working on the Baptist Meeting House. They were encouraged by the board to scope out the plants at the new building.

7. Treasurer's Report

Ms. Dexter noted that the cash available is \$318,830.86, minus the just approved warrant for about \$90,000.00 and other disbursements bringing the cash balance to \$223,709.35. She said that the town cannot get a line of credit before June 30th, so anything that can be put off should be. Water bills have been sent out and payments are coming in. Cash receipt modules are up and running. There was discussion on how to handle cash coming in for pavilion rentals at Howard Park.

8. DPW Report

Ms. Iken spoke for DPW Foreman Mike Yannotti, stating that the DPW was continuing road grading and roadside mowing as weather permits. The West side of town, using 7A as a divider, will be mowed for the next couple of weeks, then the East side. Ditch cleaning is being done on Bennett Hill. The DPW crew will work with Ms. Holley on fixing headstones at the cemeteries.

9. A Resolution Condemning Attacks on Due Process and Affirming the Constitutional Rights of all Persons in the Town of Shaftsbury

Ms. Miller said that Mr. Peacock would read the resolution aloud and asked first for a motion. Mr. Krulikowski moved; Mr. Cichanowski seconded. Mr. Peacock read the resolution and Ms. Miller asked for a vote. The resolution was passed 5-0-0. It will be posted on the Town of Shaftsbury web page. A member of the public asked where the wording came from. Ms. Miller said that it was based on wording adopted by the City of Rutland which was then reviewed for legal strength.

10. Forest Service Update: Martina Barnes

Martina Barnes, overseer of the Manchester Ranger District of the US Forestry Service, gave a brief update about the Grass Mountain Project, part of an early Successional habitat creation project. She then introduced Amelia Napper of the Ruffed Grouse Society who spoke about the timber sale at Grass Mountain being part of a stewardship contract that includes removing invasives, stream restoration, and replacement of culverts. The sale area is in the Green Mountain National Forest at the northern end of Shaftsbury Hollow Rd. where the town trail starts. Stacy Stratton, USFS Timber Manager spoke about the use of the town trail for log trucks and noted that the trail would be put back in better shape than it started. The USFS wants to coordinate with the town and make sure that any necessary permits are obtained. There will be a showing for the sale this summer. Harvest timing will be up to the purchaser, but some units are winter harvest only. The Ruffed Grouse Society is hosting a habitat walk in July or August to look at areas and discuss goals. Money from timber sales stays with the forestry department.

11. BCRC Solid Waste Implementation Plan (SWIP): Paula Kamperman

Ms. Kamperman joined the meeting via Zoom and briefly described the BCRC. She then noted the SWIP is a 5 year plan that is due for renewal and update with changes required by the State. She gave

highlights of some changes, the most significant being the inclusion of a disaster debris plan. The State wants towns thinking about staging areas where debris can be set aside and properly disposed of. The Bennington County Solid Waste Alliance will work with all 13 towns to establish a plan in year one. They prefer that each town have its own staging area, but that may not work due to accessibility of public lands. Some towns may have combined staging areas. Each town needs a person to contact in the event of a disaster debris area that needs to be staged. The rest of the plan is focused on outreach, through information at libraries, at transfer station, online and in print form, so that people understand how to manage their solid waste through recycling and product stewardship programs. The Select Board had reviewed the proposed SWIP and had no questions or comments.

Ms. Miller asked for a motion to accept and adopt the new 2025 solid waste implementation plan. Mr. Cichanowski moved; Mr. Peacock seconded. The motion to accept and adopt the 2025 SWIP passed 5-0-0.

12. Emerald Ash Borer Committee Applicant Interview: Art Whitman

Ms. Miller noted that Mr. Arthur Whitman sent the Select Board a letter applying to become a member of the Emerald Ash Borer Committee. Mr. Whitman was invited to sit with the board and state why he is interested in serving on this committee. Mr. Whitman said that he has been concerned about ash trees and was asked by the Tree Warden, Dave Mance III, to join the committee. He said that most of the town roads have been inventoried for diseased ash trees, either electronically or on paper. Results will be put together in a map. Mr. Whitman said that in his opinion the purpose of the committee isn't to inventory, but to identify areas and set up a protocol for marking trees that should be removed and for communicating with landowners. There are still questions about what happens with the wood. The committee would bring recommendations to the Select Board. Mr. Krulikowski commented that the committee's biggest job will be educating the public. Mr. Whitman said he felt that the town should use its tree removal budget every year and increase it. Ms. Miller stated that the town had 2 basic categories of people needed for the committee, one being people with community outreach and organizing experience, and the other being people with forestry and tree development experience. She asked Mr. Whitman where his strengths were. He said he was more experienced in outreach and organizing.

Ms. Miller asked for a motion to appoint Mr. Whitman to the Emerald Ash Borer Committee. Mr. Cichanowski moved; Mr. Peacock seconded. The motion passed 5-0-0.

Ms. Miller asked again for volunteers to sit on the Emerald Ash Borer Committee. There are 4 seats open.

13. Other Business

Ms. Iken asked the board to revise the name of the authorized person on the water infrastructure financing programs, the Clean Water State Revolving Fund and the Drinking Water State Revolving Fund from Dave Kiernan to Paula Iken, and appoint an alternate authorized person, Melanie Dexter. Ms. Miller asked for a motion to make the changes. Mr. Cichanowski moved; Mr. Peacock seconded. The motion passed 5-0-0.

14. Review of Action Items

Ms. Holley will update the town website with information on the Grass Mountain Project and the resolution

15. Executive Session

Ms. Miller made a motion to move to executive session. Ms. Contros Kearl moved; Mr. Krulikowski seconded. Motion passed 5-0-0.

16. Cemetery Supervision Structure Change

Following Executive Session, Ms. Contros Kearl made a motion to standardize with the State of Vermont structure for supervision of cemeteries, which is a Cemetery Supervisor that works with the

Town Administrator. The Cemetery Committee would be disbanded. Mr. Krulikowski moved; Mr. Cichanowski seconded. Motion passed 5-0-0.

17. Adjournment

Ms. Miller made a motion to adjourn the meeting. Mr. Krulikowski moved; Mr. Cichanowski seconded. Motion passed 5-0-0.