

**SHAFTSBURY SELECTBOARD
REGULAR MEETING
JANUARY 3, 2011
MINUTES**

Regular Meeting:

ATTENDING: Board Members present: Lon McClintock, Bill Pennebaker, Karen Mellinger, Craig Bruder, Cinda Morse; Town Officials: Margy Becker, Town Administrator.

1. Call to Order

Chairman McClintock called the meeting to order at 7:10PM.

2. Announcements

Chair McClintock announced that the budget workshop will be finalized next week and a rough draft will be sent to all Department Heads. Chair McClintock thanked everyone for their hard work.

3. Conflict of Interest Statement

Chairman McClintock inquired if any Board member had a conflict of interest with any matter on the agenda. No conflict of interest was noted for the record.

4. Public Comments

No comments made.

5. Federally Mandated Single Audit-Bid Award

Cinda Morse made the motion to accept the bid from Sullivan and Powers. Bill Pennebaker seconded. Motion carried unanimously.

6. Health Reimbursement Arrangement Authorization Forms

The Board discussed the Flexible Savings Account for employees and what the cap amount should be. The Board agreed on a cap amount of \$1,000 to \$1,400. The forms will be ready to sign Monday, January 10.

7. DRB- Appointment

Karen Mellinger made the motion to appointment Bob Holmes as an alternate for the DRB. Bill Pennebaker seconded. The motion carried unanimously.

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8. Winter Parking Ordinance

Second reading tabled until next meeting.

9. Dog Ordinance Amendment

The Board discussed changes to the Dog Ordinance. They will add names of public places such as parks and cemeteries and include sidewalks and the village. The first public reading will be on January 17.

10. Town Administrator Report

Margy Becker reported that the Blue Cross enrollment is taking longer than anticipated. The employees are enrolled and will get their ID numbers; the cards will come later.

The quarterly report for the Energy Block Grant will soon be finished.

New year-end payroll deductions are being worked on.

The road crew is keeping in account the budget for overtime and winter supplies.

The North Shaft Lions were thanked for supplying the board sides for the rink.

There are templates in place for the Town Report budget reports.

Letters will be prepared for the reappointments of Town Officers in late January.

11. Other Business

There will be a budget workshop at 5pm next Monday, January 11.

12. Approval of Minutes

Karen Mellinger made the motion to approve the minutes of the December 20, 2010 regular meeting. Craig Bruder seconded. Motion carried 4-0-1 with Lon McClintock abstaining.

13. Approval of Warrants

PAYROLL WARRANT PR#26 IN THE AMOUNT OF \$9,636.62.

Cinda Morse made the motion to approve payroll warrant PR#26 in the amount of \$9,636.62. Craig Bruder seconded. The motion carried unanimously.

PAYROLL WARRANT PR#25 IN THE AMOUNT OF \$11,837.84.

Cinda Morse made the motion to approve payroll warrant PR#25 in the amount of \$11,837.84. Bill Pennebaker seconded. The motion carried unanimously.

CHECK WARRANT #R27 IN THE AMOUNT OF \$6,180.48.

Karen Mellinger made the motion to approve check warrant #R27. Cinda Morse seconded. The motion carried unanimously.

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CHECK WARRANT #W27 IN THE AMOUNT OF \$21,205.08.

Cinda Morse made the motion to approve check warrant #W27 in the amount of \$21,205.08. Craig Bruder seconded. The motion carried unanimously.

CHECK WARRANT REPORT #APPRO IN THE AMOUNT OF \$52,282.00.

Karen Mellinger made the motion to approve check warrant report #APPRO in the amount of \$52,282.00. Cinda Morse seconded. The motion carried unanimously.

19. Adjournment

The Board adjourned at 8:10pm

Submitted by:
Carol MacLean