

SHAFTSBURY SELECTBOARD
SPECIAL MEETING
November 8, 2010
MINUTES

ATTENDING: **Board Members present:** Lon McClintock, Karen Mellinger, Bill Pennebaker, Cinda Morse, Town Officials: Board of Auditors; Town Staff: Margy Becker, Town Administrator;

Selectboard members absent: Craig Bruder

1. Call to Order

Chairman McClintock called the meeting to order at 6:00pm.

2. Announcements

There were none.

3. Conflict of Interest:

There was no conflict of interest stated.

4. 2012 Budget Workshop:

Auditors Bob Holmes and Michael Caslin met with the Selectboard and reviewed audit procedures and the proposed 2012 auditing budget.

The need for an independent audit was again discussed. It was agreed that the 2012, 2013 budgets would include \$5,000 annual set-asides into the audit reserve fund to enable an independent audit to be conducted in 2013 at an estimated cost of \$17,000. Margy Becker said she is estimating the cost of a 2011 single audit of ARRA funds and other federal grant monies to cost approximately \$3,000 - \$5,000. Research is being conducted to confirm these estimates.

The Selectboard was informed that Janet Daniels will not seek re-election. Hence there will be a vacancy on the Board of Auditors as of March 1st.

The Selectboard discussed the possibility that the current Treasurer may not seek re-election. This would mean a transition of Treasurers in March of 2012. The Board discussed the likelihood of having the Treasurer's office re-located to Cole Hall, to assure networking of computers and more efficient sharing of information and data.

The status of Transfer Station operations was briefly discussed.

The general administrative, Town Clerk, and Treasurer expense budgets received preliminary review.

5. 2010 Enhancement Grant – Sidewalk:

Karen Mellinger made the motion to accept the 2010 Enhancement Grant Cooperative Agreement with the State of Vermont and to appoint Margy Becker as project manager. Bill Pennebaker seconded the motion. The motion carried.

6. Adjournment

Bill Pennebaker made the motion to adjourn at 8:10pm. Karen Mellinger seconded. Motion carried unanimously.

Submitted by
Margy Becker

