

MINUTES OF THE SHAFTSBURY SELECT BOARD
MARCH 13, 2006
COLE HALL
SHAFTSBURY, VERMONT

Board Present: Wynn Metcalfe, Chairman, Cinda Morse, Bill Pennebaker, Jim Mead
Board Absent: Karen Mellinger

Others Present: Mike Bidy, Clover Whitham (Bennington Banner), Aaron Chrostowsky, Susan Swasta

1. Call Meeting to Order:

Chairman Wynn Metcalfe called the meeting to order at 7:08 PM. He welcomed new board member Bill Pennebaker, and recognized returning board member Cinda Morse.

1. Reorganization:

Cinda Morse nominated Wynn Metcalfe as Select Board Chairman. Jim Mead seconded. Mr. Metcalfe was elected Chairman on a vote of 3-0-1.

Bill Pennebaker nominated Cinda Morse as Select Board Vice-Chairman. Mr. Mead seconded. Ms. Morse was elected Vice-Chairman on a vote of 3-0-1.

3. Minutes:

February 20, 2006 Minutes:

Ms. Morse made motion to approve minutes. Mr. Mead seconded. The motion to approve amended minutes carried 3-0-1.

March 6, 2006 (Town Meeting) Minutes:

Ms. Morse made motion to approve minutes. Mr. Mead seconded.

The following changes to the March 6 minutes were requested:

On page one, paragraph seven; change "emergency management director" to "emergency management coordinator"

On page one, paragraph ten; change "Christopher Haines" to "Christopher Haynes."

On page three, paragraph three, change "national wrestling champion" to "New England wrestling champion."

The motion to approve amended minutes carried 3-0-1.

4. Warrants:

The following warrant was presented for approval:

- PR#35 – \$ 5,574.32. Payroll Warrant
- PR#36 – \$ 7,492.44 Payroll Warrant

- AP#40 – \$ 100.00 General Warrant
- Water Dept. 5W – \$ 40,611.50 Water Dept. Warrant (water bill)

Ms. Morse made motion to pay the warrants. Mr. Mead seconded. The motion to pay warrants carried 4-0-0.

Chairman Metcalfe asked Mr. Mead to serve as Water Board Chairman, a position previously held by retired board member Skip Fagerholm, until a new chairman is in place. Mr. Mead agreed to do so.

5. Public Comments:

There were no public comments.

6. Road Report:

Mr. Mead reported that Highway Foreman Ron Daniels has agreed to occasionally attend board meetings. Ms. Morse suggested that he attend once a month and the board decided that the third meeting of the month, which is televised, would be best. Mr. Mead will check back with Mr. Daniels on this.

Ms. Morse asked Mr. Chrostowsky about the status of the town roads plan, requesting a ballpark estimate of when the plan will be ready. He gave an estimate of three months and stated that he is almost finished with the methodology for the report. Board members discussed data collection for the plan, and Mr. Chrostowsky stated that he would like feedback from the board on the data collection sheet before actual data collection begins. Ms. Morse stated that she wants to make sure the board ends up with a document, since people have been promised a road plan.

Mr. Mead reported that the new trucks have arrived and that a new grader blade is being put on.

7. Landfill Update:

Mr. Pennebaker reported that he met with Casella representatives, who took several samples of material from the Dailey site and from near the landfill. Mr. Pennebaker and Casella discussed state regulations on permeability for the soil cushion and cover material, and Mr. Pennebaker looked at the KAS specifications in terms of the state regulations. He believes that the stringent standards specified by KAS may not be necessary.

Mr. Pennebaker also spoke with Buzz Surwillo and learned that Mr. Surwillo does not feel he has been a part of this process. KAS has not been keeping him informed. In addition, KAS is still working on the landfill cover design. It is necessary to get a final design with a professional engineer's stamp. Chairman Metcalfe asked Mr. Pennebaker and Mr. Chrostowsky to draft a letter to KAS expressing these concerns. Mr. Pennebaker reiterated that Mr. Surwillo should be kept abreast of technical matters. He stated that Casella should get back him this week, and that he hopes for a bid from them.

Mr. Chrostowsky reported that he is also working with Markowski Excavating of Pittsford on a landfill closure bid, but they have not received the plans from KAS yet. He asked for two board members to visit Markowski with him; Chairman Metcalfe and Mr. Pennebaker said that they would be able to go next Thursday or Friday.

Chairman Metcalfe suggested that the board hold off on discussion of landfill and transfer station recertification. He would like to get information on who does this sort of work besides KAS. Mr. Chrostowsky expressed his concern that the board get moving soon on this matter because the deadline is June 30. He

will make some calls to find out what other engineering firms might be considered for the work.

8. Town Administrator's Report:

Mr. Chrostowsky said that he wants to meet with someone from the state to discuss landfill recertification so that he has a better handle on it. Chairman Metcalfe suggested that he ask a state representative to come down here, and Mr. Chrostowsky said that he would do so.

9. Curb Cut Application:

Mr. Chrostowsky presented a curb cut application from Vanessa Haverkoch, seeking access on both Grant and Elm Streets. He stated that both Mr. Daniels and Tony Zazzaro have approved the application. The board discussed the existing cut and the proposed cut, and Mr. Mead stated that Mr. Daniels has recommended the new cut to alleviate a drainage problem.

Mr. Mead made motion to approve Vanessa Haverkoch's curb cut application. Mr. Pennebaker seconded. Motion carried unanimously.

10. Verizon Right of Way:

Mr. Chrostowsky stated that Mr. Daniels has a question about the proposed right of way and needs to contact Verizon about it. Chairman Metcalfe said that the board will wait to deal with the matter.

11. Town Service Officer Appointment:

Ms. Morse made motion to appoint Kathy Cardiff as Town Service Officer. Mr. Pennebaker seconded. Motion carried 4-0-0.

12. Annual Town Highway Financial Plan:

Chairman Metcalfe stated that Mr. Chrostowsky has put together the annual town highway financial plan to submit to the state. He asked for a motion to approve the plan.

Ms. Morse made motion to approve the annual town highway financial plan. Mr. Mead seconded. Motion carried 4-0-0.

13. Interim Zoning Bylaw:

Ms. Morse made motion to continue the interim zoning bylaw for one more year. Mr. Pennebaker seconded. Motion carried 4-0-0.

14. Update Liaison List:

Chairman Metcalfe stated that he would like to wait to update the liaison list. The board agreed. Chairman Metcalfe asked Mr. Pennebaker if he could perform former board member Skip Fagerholm's liaison duties until the list is updated and Mr. Pennebaker said that he will if he is given the necessary information.

15. Other Business:

Chairman Metcalfe reported that Robert Carter, a former United States Army General and professor at USC

and West Point, would like to serve on the new planning commission.

Ms. Morse made motion to appoint Robert Carter to the Planning Commission. Mr. Pennebaker seconded. Motion carried 4-0-0.

Mr. Pennebaker stated that he would like to continue serving on the planning committee. There was a discussion of possible conflicts of interest for a member of both the Planning Commission and the Select Board, and Chairman Metcalfe and Mr. Chrostowsky stated that it was permissible for a person to serve in both capacities. Ms. Morse reminded people about the need to be aware of and ask themselves about possible conflicts. Mr. Pennebaker stated that he would resign from planning if he thought there were conflicts, but that the planning commission will be changing to long-range planning rather than day-to-day issues.

Mr. Mead made motion to appoint Bill Pennebaker to the Planning Commission. Ms. Morse seconded. Motion carried 3-0-1.

Chairman Metcalfe reported that Trevor Mance has resigned from the Solid Waste Committee and has sent an explanatory letter to the board.

Ms. Morse made motion to go into executive session for a contract matter. Mr. Pennebaker seconded. Motion carried 4-0-0. Entered executive session at 8:04 PM.

Mr. Mead made motion to exit executive session. Ms. Morse seconded. Motion carried 4-0-0. Exited executive session at 8:55 PM.

Mr. Chrostowsky reported that Ms. Abbatello was in violation of the Town's purchasing policy. She ordered tax maps without a purchase order and the proper authorization. She also signed a contract without the proper approval. Mr. Chrostowsky spoke with Ms. Abbatello regarding this matter, she is aware of the process now. The Selectboard asked Mr. Chrostowsky, to have Ms. Abbatello to get the necessary approvals before anything is paid. Mr. Chrostowsky said she complied and the necessary approvals have been accomplished in order for the bills to be paid on time without penalty to the Town.

Ms. Morse made motion to adjourn. Mr. Pennebaker seconded. Motion carried 4-0-0. Meeting adjourned at 9:02PM.

Respectfully Submitted,

Susan M. Swasta