

**Town of Shaftsbury
Selectboard Meeting
6:30 PM
Monday, April 20, 2015
Cole Hall, 61 Buck Hill Road, Shaftsbury**

SUBJECT TO APPROVAL

Selectboard Members Present: Tim Scoggins (Chair), Tony Krulikowski, Art Whitman, Ken Harrington, Mitch Race

Absent: None

TA Present: David Kiernan

Others Present: Derek Carson, Tyler Resch, Melanie Dexter, Steve Washburn, Joe Vadakin

6:30PM Regular meeting

1. Call to Order

Tim Scoggins (Chair) called the meeting to order at 6:30 PM.

Changes to the agenda:

Item #9: The Fire Chief Discusses New Equipment

Item #18: Tony Krulikowski to Present a Follow-up Report on Community Appropriations

2. Conflict of Interest Statement

None.

3. Approval of Minutes

Motion: Tim Scoggins makes a motion to approve the minutes from the Special Meeting on Friday, April 10, 2015. Mitch Race 2nds. 5-0-0. Motion passes.

Motion: Tim Scoggins makes a motion to approve the minutes from the Regular meeting on Monday, April 6, 2015. Mitch Race 2nds. 5-0-0. Motion passes.

Motion: Tim Scoggins makes a motion to approve the minutes from the Selectboard Regular meeting from Town Meeting night (Monday, March 2, 2015). Art Whitman 2nds. (Mitch Race and Ken Harrington abstain; they were not present.) 3-0-2. Motion passes.

Motion: Tim Scoggins makes a motion to approve the minutes from Town Meeting on Monday, March 2, 2015. Art Whitman 2nds. (Mitch Race and Ken Harrington abstain; they were not present.) 3-0-2. Motion passes.

Motion: Tim Scoggins makes a motion to approve the minutes from the Water Board meeting from Monday, April 6, 2015. Mitch Race 2nds. 5-0-0. Motion passes.

4. Warrants

Motion: Tim Scoggins makes a motion to approve Check Warrant #21 in the amount of \$32,435.56. Mitch Race 2nds. 5-0-0. Motion passes.

Motion: Tim Scoggins makes a motion to approve Retirement Warrant #21 in the amount of \$127.34 Mitch Race 2nds. 5-0-0. Motion passes.

Motion: Tim Scoggins makes a motion to approve Payroll Warrant \$18,773.15. Mitch Race 2nds. (Ken Harrington stepped out.) 4-0-0. Motion passes,

5. Announcements

The Shaftsbury Historical Society will celebrate Ordinary Heroes Day on Saturday, May 30th.

Green-Up Day will be Saturday, May 2nd. Karen Mellinger will not be coordinating the event this year. Bags will be available at Whitman's Feed Store, Paulin's, Clearbrook Farm, The Town Office, and The Shaftsbury Landfill. Flyers will be posted listing locations of drop-off and pick-up. Information will be available on the website for interested volunteers.

6. Public Comments

Tyler Resch stepped forward to address the Board. Mr. Resch asked the Board to explain the Road Foreman situation and the Cold Spring situation.

Road Foreman Position Status

Tim Scoggins explained that Terry Stacy is no longer employed as Road Foreman. In accordance with a severance agreement, the neither Select Board nor Stacy will comment. In the meantime, Steve Washburn, the Assistant Road Foreman, will act as interim Road Foreman and operations will continue as normal.

Cold Spring Historic Marker Status

The Board is due to sign an agreement with Angus McCullough, the artist commissioned for this project. Tim Scoggins is working to secure some grants to pay for other portions of the project. Scoggins told Mr. Resch that if he would like to help with design, his input is welcome. Mr. Resch agreed.

7. Treasurer's Report- Melanie Dexter

Melanie Dexter approached the Board to give the Treasurer's Report. The projection for year-end is that Town will be slightly ahead of budget.

Tim Scoggins stated that the tax rate is scheduled to be set in August.

8. Road Foreman Report

Steve Washburn approached the Board to give the Road Foreman's Report. Washburn discussed "frost spots" as a current issue. The worst areas are Daniels Road, Tinkham Road, and the area in front of the Fire Department (Buck Hill Road).

David Kiernan stated that there have been calls that Paran Road needs work. Art Whitman stated that Mattison Road near the intersection of Horton Hill Road needs work.

Mr. Resch asked if the application of coarse gravel on the roads, such as on Mattison Road and Cold Spring Road, which makes it difficult to drive through will be done in the future. Washburn explained that top coat gravel will be added when it is graded.

Tim Scoggins asked Steve Washburn to submit a list of road projects for the summer.

Tim Scoggins asked if there are roads in the Hollow that were built without a base. Ken Harrington stated that East Road was built without a base and that road fabric has only existed for about 20 years. Art Whitman stated that he believes Horton Hill was built without a base.

David Kiernan stated that increasing the maintenance on the roads will keep the roads from getting worse. At some point, the capital expenditures will have to be increased to catch up on the gravel roads and the paved roads.

9. Fire Chief Discusses Equipment

Fire Chief Joe Vadakin approached the Board to discuss the purchase of equipment for the Volunteers. Vadakin presented several proposals for the Chief and Assistant Chief.

Three new pagers are needed. All the Volunteers have pagers.

Scoggins explained that pagers operate off a satellite signal, not a cellular tower, and are, therefore, more reliable.

Two floating strainer is needed to get water from a pond or body of water. The budget will cover these items.

Replacement gear is needed for three firefighters actively fighting fires and a fire coat. FEMA gave a grant about 10 years ago and now that the equipment needs to be replaced.

An extraction pump is needed for the Jaws of Life. This will be paid through funds from both this fiscal year and the next fiscal year.

Scoggins explained that since these items are in the \$3,000–\$10,000 range, quotes are required. Since they are under \$10,000, closed bids or solicitations are not needed. And, typically motions are passed for all large expenditures,

Motion: Art Whitman makes a motion to take the Fire Chief's advice and spend \$1,706.58 on pagers, \$1,496.00 for two float dock strainers, \$5,999.97 for turnout gear, \$9,800.00 for an extrication pump. Ken Harrington 2nds. 5-0-0. Motion passes.

10. Work Agreement for Cold Spring Historic Site with Artist

Tim Scoggins read the proposed work agreement engages artist Argus McCullough with the Town for art design and fabrication for the Cold Spring Historic Site project.

The Vermont Art Council gave a \$15,000 grant for art design and fabrication, which is to be distributed as follows: \$4,800 in art design fees, \$10,200 for fabrication and installation fees.

Expected total for first phase of work is 50–60 hours at \$35 an hour (\$1,750–\$2,100). McCullough would like \$1,900 to begin work.

Motion: Tim Scoggins moves to approve the work agreement. Mitch Race 2nds for purposes of discussion.

Discussion: Mitch Race asked where this money is. David Kiernan explained that it is in a separate spending account.

Art Whitman stated that the legal ramifications on water rights and the physical property need to be explored first. Permissions from those holding water rights should be retained before starting the project.

Tim Scoggins stated that spending this money will show what project will be.

Mitch Race expressed concern future maintenance costs would may cause this project to be a line item in the budget.

Tony Krulikowski stated that he agrees with Art Whitman: Water rights should be researched before moving forward.

2-3-0. Motion fails.

Tony Krulikowski stated that a legal opinion should be sought before further work on the project.

11. Property Purchase 492 North Road – Sign Bank Note with Attorney Corrections

David Kiernan presented the bank note from People's United Bank with the terms remaining the same as discussed at the last Selectboard Regular meeting.

Kiernan noted that there are attorney changes in the Resolution that do not affect the terms.

Kiernan presented the Capital Improvement Note Resolution and the Certificate of Registration to be signed by the Treasurer.

(Ken Harrington steps away.)

Motion: Tim Scoggins moves that the Selectboard approve the Capital Improvement Note to purchase the North Road property. Tony Krulikowski 2nds. 4-0-0. Motion passes.

Motion: Tim Scoggins moves that the Selectboard approve the Capital Improvement Borrowing Resolution to purchase the North Road property. Mitch Race 2nds. 4-0-0. Motion passes.

Motion: Tim Scoggins moves that the Selectboard approve the Non-Arbitrage Agreement to purchase the North Road property. Tony Krulikowski 2nds. 4-0-0. Motion passes.

12. Howard Park Bids proposals

David Kiernan circulated bid proposals for the tennis courts and roof repairs.

Kiernan asked to add repairs to the fascia boards and other minor carpentry.

(Ken Harrington returns.)

Motion: Tim Scoggins moves to approve the invitation to bid proposals for roofing for Howard Park as amended. Mitch Race 2nds. 5-0-0. Motion passes.

Motion: Mitch Race makes a motion to accept the request for bids for the resurfacing of the tennis courts at Howard Park. Tim Scoggins 2nds. 5-0-0. Motion passes.

The Norshaft Lions may be willing to help with repairs to the park.

The water fountain option may be changed since the cost is about \$2,000.

13. Green-Up Day

This item was covered earlier under Announcements

14. Requesting Applicants for Animal Control Officer Appointment

David Kiernan will advertise for an animal control officer and for a kennel where the animal can be placed.

Town is currently spending \$500/month for a stipend and would like to eliminate that expense.

Selectboard agreed to allow David Kiernan to request applicants for Animal Control Officer.

15. Town Administrator's Report

a. Annual Financial Plan for Town Highways

David Kiernan asked the Selectboard to re-sign the Annual Town Financial Plan for Town Highways. The budget is \$700, 032. The original contained the Class 3 Road Grant and Culvert Funding, which are now removed and show the actual maintenance.

Motion: Tim Scoggins moves to approve the Annual Financial Plan for Town Highways for submission to the State. Mitch Race 2nds. 5-0-0. Motion passes.

b. Burning Ordinance

There have been complaints lately of residents burning trash in the Village. Shaftsbury has a burning ordinance. Residents can get a permit to burn.

There should be no burning in the Village and you must contact the Fire Warden to get permit prior to starting a fire.

Residents should report an active fire to the Fire Department.

c. Fireworks Display

There will be a fireworks display for a private wedding in June. Permits from the State are in place.

d. Local Emergency Operations Plan (LEOP)

Tim Scoggins is to sign this document after completing the ICS-100 course online at the FEMA website.

Motion: Mitch Race makes a motion for Tim Scoggins to sign the Local Emergency Operations Plan pending his completion of the ICS-100 training. Tim Scoggins 2nds. 5-0-0. Motion passes.

e. Liquor License Request

There is a request for a liquor license for an event on June 4 at the Bennington College President's home. Approximately 45 guests will attend.

Motion: Mitch Race makes a motion to request a liquor license for a catered event at the Bennington College President's home. Tim Scoggins 2nds. 5-0-0. Motion passes.

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Municipal Solid Waste Ordinance

The Municipal Solid Waste Ordinance is on the website, at the Post Office, and it ran in the Bennington Banner last weekend.

16. Capital Equipment Replacement Schedule

Tim Scoggins projects on the screen an Equipment Inventory spreadsheet. This shows the year/make/model of the equipment, when it was acquired, when it should be replaced, the purchase price, and the replacement cost.

Tim Scoggins projects on the screen a list of replacement options for equipment over 20 years.

Replacement cost is \$1.8M. Interest rates on bank accounts are low, typically 0.3%. Loan rates are low at about 3%.

Tim Scoggins recommended putting \$100,000 a year into the reserve fund to pay for the equipment. Using a combination of reserve funds and loans may be the best solution to replace the equipment when it is needed.

The calculation of the replacement of vehicles was determined by information provided by VTRANS.

The Board discusses the possibility of not replacing some of the equipment and renting the equipment or hiring a contractor when needed.

Tony Krulikowski asked if there were limitations on depositing reserve. While there may not be actual restrictions, even moderate risk investments are discouraged because the money has to be readily available.

17. Follow-up on Community Appropriations

Tony Krulikowski reported that most of those agencies seeking community appropriations (CA) are required to obtain local contributions in order to receive Federal and State funding. He also stated that the Selectboard's current CA request forms are extensive and give the Selectboard enough information to decide if a CA is worthy of being on the ballot. The Selectboard agreed by consensus that our current process for allowing CAs on the ballot is adequate and appropriate. No changes will be made.

18. Adjournment

Motion: Tim Scoggins makes a motion to adjourn at 8:45 PM. Mitch Race 2nds. 5-0-0.
Motion passes.

Submitted by Jennifer McGean, Recording Clerk

Next scheduled regular meeting: Monday, May 4, 2015

