

**MINUTES OF THE SHAFTSBURY SELECT BOARD  
MAY 14, 2007  
COLE HALL  
SHAFTSBURY, VERMONT**

Board Present: **Wynn Metcalfe, Chairman, Bill Pennebaker, Cinda Morse, Karen Mellinger, Jim Mead**  
Others Present: **Mike Gleason (Bennington Banner), Tom Fields, Sandy Fields, Deborah Maskiell, Debbie Hoyt, Ernie Murray, Lowell Greene, Andy Nutting, Janet Thibodeau, Mark Upright, Kathy Murphy, Oliver Durand, Aaron Chrostowsky (Town Administrator), Gary Peterson (Recording Secretary)**

1. Call Meeting to Order:

**Chairman Wynn Metcalfe called the meeting to order at 7:01 PM. He asked if any board member needed to recuse him/herself from any matter on the agenda. None did.**

2. Minutes:

**May 7, 2007 minutes**

**Cinda Morse made motion to approve the May 7, 2007 minutes. Karen Mellinger seconded. Motion to approve May 7 minutes carried 5-0-0**

3. Warrants:

**The following warrants were presented for approval:**

<b>Payroll Warrant #45</b>	<b>\$ 7,458.40</b>
<b>General Warrant #47</b>	<b>\$ 15,304.23</b>

**Ms. Morse made motion to pay warrants. Bill Pennebaker seconded. Motion carried 5-0-0.**

4. Public Comments:

**Chairman Metcalfe asked for a moment of silence in memory of Spike Knapp and Kelton Miller.**

**Chairman Metcalfe stated that citizens can get matters placed on the agenda by contacting him or the town administrator.**

**Chairman Metcalfe stated that the board will attend to statements from citizens during the public comments period of the meeting, but would not respond and would place the matter on the agenda for the next meeting if a board response was deemed necessary.**

**Chairman Metcalfe asked if there were any public comments.**

**Janet Thibodeau felt that the condition of Paran Road requires an upgrade and regular maintenance, and that the road is only looked at after complaints are made. She emphasized that safety was an issue. She asked where the road stood on the road priority list.**

**Thomas Fields stated that Paran Road is used as a bypass road by residents living outside the immediate area. He expressed concerns about emergency vehicles gaining access to homes in the area. He asked what residents could do to improve the situation. He added that he would like to see the road on a five-year plan or a three-year plan.**

**Mark Upright stated that he had the impression five years ago that Paran Road would be paved. He noted that it is only a one mile stretch of road used by around ninety homes. He noted that**

problems with the road are not a one season phenomenon.

Deborah Maskiell reported three bad areas on Paran Road. She wondered if fabric could be put in place and what grade of gravel was best for the road. She noted that road crew interventions are often short-lived and wash away. She thought that it would be a good idea for members of the road crew to attend specialized training and seminars.

Oliver Durand expressed the opinion that the Paran Road slope is insufficient, ditches inadequate, and that the wrong gravel choices were being made.

Chairman Metcalfe stated that the discussion of the road plan is in its very earliest stages and no priorities have been established. He noted that the new budget year begins July 1st, and expressed the hope that the very limited road money would be expended on the roads designated as having the highest priorities.

Chairman Metcalfe noted that the road crew attends seminars and trainings.

5. Church Street Bids:

Ms. Morse made motion to accept the bid submitted by Ken Harrington. Jim Mead seconded. Motion carried 5-0-0.

Jim Mead confirmed with Aaron Chrostowsky that the work would take a couple of days, one lane would be closed, and appropriate signs would be in place.

6. CVPS Burying Underground Utilities in ROW:

Chairman Metcalfe reported that the road foreman, Ron Daniels did not see a problem with the project.

Ms. Mellinger made motion to approve the CVPS request. Ms. Morse seconded. Motion carried 5-0-0.

7. Howard Park Issues:

Chairman Metcalfe reported that Jeff Whitesell, the head of the Little League, had responded well to the problems. Chairman Metcalfe stated that the water leak related to the well test was being remedied, and the hot water for the restrooms would likely be remedied by the purchase of a small water heating unit.

Ms. Morse confirmed that the Little League was responsible for issues related to the concessions. She added that the health inspection which defined problems at the park had been useful.

Chairman Metcalfe expressed the hope that other projects at the park could be addressed by the recreation committee; Ms. Morse wondered about a community workday.

8. Clean Harbors Proposal for Oil Tank Remediation:

Mr. Chrostowsky assured board members that the oil tank was being monitored to prevent an overflow. Ms. Mellinger and Mr. Pennebaker urged a schedule of routine handling of the used oil.

9. Recreation and Facility Committees Appointments:

Chairman Metcalfe confirmed that board members had contacted identified residents to determine their interest in serving on the committees, and created a list of interested people.

Chairman Metcalfe stated that before the next board meeting, a list of facilities of concern should

be put together, and the board could decide on the next step at that time. He expressed the opinion that there were some very capable people expressing interest in serving on these committees.

10. Year End Budget:

Chairman Metcalfe asked if a budget spreadsheet had been prepared; Mr. Chrostowsky replied that he did not have one.

Mr. Chrostowsky updated board members on the town cash flow, and stated that all department heads are aware of the issue.

Chairman Metcalfe suggested that the highway department check with Mr. Chrostowsky before making large expenditures.

Ms. Mellinger asked if the town had looked in seeking reimbursement for extra expenses incurred because of recent storm-related damage. Mr. Chrostowsky replied that he would look into that further.

Mr. Chrostowsky assured board members that he would keep them informed about cash flow and budget issues.

11. Road Plan:

Chairman Metcalfe characterized the draft of the road plan as a general description of the issue, and Ron Daniels would attend the next board meeting when the plan would be discussed in greater detail.

Mr. Chrostowsky described some of methodology used in the plan's development. He stated that the highway department had not yet reviewed the draft.

Ms. Morse stated that it was necessary for the highway department to review the plan before the board can enter into a meaningful discussion.

Questions were raised about the "number of homes" category and how well that reflected the amount of road use. Ms. Mellinger and Mr. Pennebaker suggested housing density might better reflect the amount of road use.

Ms. Morse expressed interest in getting estimates of doing roadwork on a per mile basis, and what the cost differences are when paving or using gravel.

Chairman Metcalfe asked Mr. Chrostowsky to get estimates on what blacktop and fabric costs would be incurred in upgrading Paran Road. Ms. Morse asked for an estimate on the cost of improving the slope of the road.

12. Other Business:

Board members were impressed by the number of residents who took advantage of the recent Hazardous Waste Day in Arlington. Mr. Chrostowsky noted that the town had three volunteers active that day, which is less than the six promised by the town.

Ms. Morse asked if the transfer station recertification had come through. Mr. Chrostowsky stated that he would follow-up on the issue before the next meeting.

Board members spoke favorably about a proposal to back-up the town computer files. Chairman

**Metcalf emphasized that the town administrator oversees such matters.**

**Chairman Metcalfe noted that the hoedown committee was preparing for its August event.**

13. Executive Session:

Mr. Pennebaker made motion to go into Executive Session (methane remediation). Mr. Mead seconded. Motion carried 5-0-0.

Board went into Executive Session at 8:50 PM.

Board went into Executive Session at 9:10 PM.

14. Meeting adjourned at 9:12 PM

**Respectfully Submitted,  
Gary Peterson**