

SHAFTSBURY SELECTBOARD
REGULAR MEETING
May 17, 2010
MINUTES

ATTENDING: Board Members present: Lon McClintock, Bill Pennebaker, Cinda Morse; Staff: Margy Becker, Town Treasurer, Henri Billow; Road Foreman, Ron Daniels.

Board Members absent: Karen Mellinger, Craig Bruder

1. **Call to Order**

Chairman McClintock called the meeting to order at 7:00PM.

2. **Announcements**

Cinda Morse announced that the Economic Development Committee had to cancel the meeting with Village businesses to discuss tax credits associated with recent "Village Center" designation. The state official was unable to make the meeting due to a scheduling conflict. This meeting will be rescheduled.

Margy Becker announced the public hearing on June 21st at 7PM concerning the proposed discontinuance of an old cross road from Old Depot Road to Rhode Island Cemetery.

Lon McClintock announced that MSK Engineering is proceeding with feasibility studies of the two potential town garage sites (expansion of current site or landfill site) and that test pits will be dug Tuesday May 18th.

3. **Conflict of Interest Statement**

Chairman McClintock inquired if any Board member had a conflict of interest with any matter on the agenda. No one expressed a conflict of interest with upcoming agenda items.

4. **Public Comments**

No comments made.

5. **Cemetery Superintendent**

Ken Coonradt met with the Board to introduce himself and to provide a status report on cemetery operations. Mr. Coonradt is to be the Town's contact for all matters pertaining to cemeteries. He has been familiarizing himself with cemetery layouts and grids and collaborating with Mrs. Beebee and Judy Stratton on updating records. There is a process for tracking cemetery expenses and revenues, as well as a method for tracking burial activities from start to finish. He has also attended a VOCA meeting. The possibility of having the VT Offender Work Program or Community Service Program provide labor for cemetery maintenance was

discussed. It was announced that Veterans' flags will be installed by Memorial Day at all graves. They will remain in place through Veterans' Day in November.

6. Treasurer's Cash Flow Projections

Henri Billow provided an estimated cash flow report, which states the current balance in the checking account is \$111,411 with an available balance of approximately \$107,000. An estimated \$95,765 is due to the general fund from other funds. With expected May/June expenses and revenues, the Town may end the fiscal year with an approximate \$50,000 fund balance. Henri Billow will provide another report to the Board in early June.

7. Road Foreman Reports

Ron Daniels reported summer road construction projects will include repairs to Murphy Hill and Paran roads. Culverts will be installed or raised/lowered on Cider Mill, Daniels Road, and Daniels Road at the intersection with Glastenview. Estimates for paving Ledgeley and Westview will be obtained. He will be meeting with F.R. Lafayette regarding bridge guard rail work. It was agreed that bids for Paran Road construction work and Murphy Hill Road tree work should be prepared and sent out as soon as possible. The objective for work on Paran Road is to raise the road bed.

8. SW VT Regional Consortium

The Selectboard discussed proposed rules of procedures for the SW VT Regional Consortium, a collaborative approach to purchasing goods and services for Bennington County towns. The Selectboard agreed it supports the proposed rules of procedures, but it asks for further clarification regarding the restrictions of having to accept the low bid. How can other factors, such as 'local first' or 'quality' or goods or services, be taken into consideration given current language. A definition for "responsible" bidder is needed – unless this is a 'term of art' widely used. The proposed rules lack conflict of interest policies.

9. Town Officer Appointments:

Cinda Morse made the motion to appoint Jerry Mattison as Emergency Coordinator. Bill Pennebaker seconded. The motion carried.

Cinda Morse made the motion to appoint Deena Ruege, Helen Olney, and Tracy Galle to the Recreation Committee. Bill Pennebaker seconded. The motion carried.

10. Personnel Policies:

Cinda Morse provided a status report on development of personnel policies. It is the objective of the subcommittee to have recommendations for compensation and benefits policies by July 1.

11. Town Administrator Reports

Margy Becker provided brief status reports on administrative, personnel, facilities planning, budget, and solid waste matters. Saturday's HHW Collection proceeded smoothly, with approximately 50 Shaftsbury households, 18 Stamford households, and 5 – 7 Pownal households participating. She noted that Stamford Highway Department collects from

households directly in Stamford and transports the waste to Shaftsbury. There may be some regulatory and legal ramifications to the Town for doing so. This should be further researched.

12. Warrants

Payroll Warrant 46 in the amount of \$7,583.61.

Cinda Morse made the motion to approve Payroll Warrant 46. Bill Pennebaker seconded. The motion carried.

Payroll Warrant 45 in the amount of \$6,658.25.

Cinda Morse made the motion to approve Payroll Warrant 45. Cinda Morse seconded. The motion carried.

Check Warrant 42 in the amount of \$21,622.88.

Bill Pennebaker made the motion to approve Check Warrant #42. Cinda Morse seconded. The motion carried.

13. Minutes:

Action on May 3rd minutes was tabled until June 7th.

14. Tentative Agenda- June 7, 2010

Budget reports, performance evaluations (Executive Session); possible discussions concerning Brownell's Junkyard compliance with Court Order; 'red flags' rule.

15. Adjournment

Cinda Morse made the motion to adjourn at 8:45pm. Bill Pennebaker seconded. Motion carried.

Submitted by,
Margy Becker