

Town of Shaftsbury Select Board Meeting

Monday, November 6, 2017

6:30 p.m.

1) Call to order

The meeting came to order at 6:30 pm. Present were board members Tim Scoggins (chair), Ken Harrington, Art Whitman, and Joe Barber. Also present was Town Administrator David Kiernan.

2) Conflict of interest statement

There were no conflicts of interest reported.

3) Approval of minutes

Mr. Whitman moved to approve the October 2 minutes. Mr. Harrington seconded the motion. Mr. Scoggins noted a misspelling, that the Cole Hall improvement discussion was postponed, and asked to add "the previous referenced senate bill requiring primary police coverage has actually been on the senate docket for several years. There is no immediate effort to require towns to change current policing practices." The amended minutes were approved 4-0-0.

The October 30 minutes discussion was postponed.

4) Warrants

Payroll warrant #9, \$18,791.19. Mr. Whitman moved to approve. Mr. Harrington seconded the motion. The motion passed 4-0-0.

Check warrant #14, \$62,369. Mr. Whitman moved to approve. Mr. Harrington seconded the motion. The motion passed 4-0-0.

5) Announcements

Mr. Scoggins reminded the public of the Act 46 vote on November 7, 2017.

Public comments

Ron Jennings thanked the Select Board for getting a police crossing for Halloween. Mr. Kiernan noted that additional people will have to be hired in 2018 as there was a unexpected gap in coverage in the Village in 2017. Fran Kinney voiced his opinion on Act 46, that it is all about reducing staff and closing buildings. Voters should not expect state contributions to continue as promised. He recommended that people think twice about the vote. Mr. Scoggins expressed disagreement with Mr. Kinney.

6) Treasurer's report

Melanie Dexter commented on the report submitted via email earlier. She said it has been a very busy tax season. She reminded people to sign their tax checks. She noted that the PO will be closed on Nov. 10, so citizens should mail their checks no later than Nov. 9. She will be in the office 9 to 5 on Thursday and Friday. A check left in the treasurer's box later than 5 p on Nov. 10 will be considered "delinquent."

This year's activity is substantially similar to last year's.

7) Road Foreman report

Mr. Kiernan reported that the road crew had been stockpiling sand, working on trucks, responding to the wind storm, working on the culvert on White Creek Rd. One crew member will be out for a couple of days with a small injury. He reported that Shaftsbury Hollow is done. The stumps on Holy Smoke need to be removed. The road crew isn't sure whether they will get to Trumbull Hill. A number of paved aprons were installed. They haven't found the truck they need yet.

8) BCCD grant – mulcher

The mulcher application for about \$5000 was approved. It will help the town comply with the municipal roads general permit (MRGP). The town's share will be about \$500.

9) Stormwater Master Plan Grant

This grant was secured by BCRC and will generally prepare the town for compliance with the MRGP.

10) Municipal Grants in Aid – Tinkham Road

BCRC secured funds to ditch and grade the road and bring it up to future state standards.

11) Cat B Grant Shaftsbury Hollow Upper End

This is ditching and drainage work and with the Tinkham Rd. project will be completed in the spring 2018.

12) Cat A Culvert Inventory-Road Inventory

This inventory is in progress.

13) Cat B Grant Application in progress MRGP

This application will be submitted later in November, for erosion control projects on steep slopes.

14) Town garage update

- a. *Review instructions to bidders.* Final documents will include language regarding bidder experience requirements. Bid documents will be released January 5, 2018. Award will go out March 15, 2018. Substantial completion is scheduled for Dec. 31, 2018.
- b. *Insurance/bonding review.* These matters have been reviewed with Wills Insurance. Four bonds will be required of the general contractor.
- c. *Contract legal review.* The town attorney suggested some simple changes and addenda. Revisions were shared with Goldstone Architects. The final document will be reviewed before being purchased.
- d. *Transfer station* MSK has produced a bid document. Mr. Kiernan thinks the road crew can accomplish many of the tasks in the proposed bid. These include tree removal as soon as possible. Some preliminary grading can be undertaken. It is somewhat unclear what kind of bid document will be required should the town crew do some of the work, or whether construction inspectors can be hired to oversee road crew work. Mr. Kiernan reported that this preliminary work can't be postponed until the general contractor has been hired because the road crew will be too busy in spring 2018. Mr. Whitman reminded the board that two diesel generators on trailers are on site and should be auctioned off.
- e. *Financial review.* We've spent \$83,000+ and are below what we projected.

15) Cole Hall Environmental Review/Construction Bidding

No air borne mold was found - on both floors. Mr. Keirnan reminded viewers that extensive renovations will be made to the second floor. A drop ceiling will be put up. The meeting room will be somewhat reconfigured. The listers and their heavy file cabinets will be moved downstairs and all but the Town Clerk will move upstairs. New walls will be put up. The space will be painted. New windows are needed downstairs.

16) Personnel Policy – Approval – submit for VLCT legal review

The model policy was circulated a couple of meetings ago. Mr. Kiernan would like to eliminate vacation for part-time employees, with the exception permitting bereavement leave as defined in the policy.

Mr. Harrington moved to accept the personnel policy as circulated with changes suggested by Mr. Kiernan. Mr. Whitman seconded the motion, which passed 4-0-0. Mr. Kiernan will send to VLCT.

17) Final reading – SWIP ordinance amendment.

Mr. Kiernan read the proposed changes re direct reporting by haulers to the towns. The amendment can be challenged by petition of the citizens for sixty days.

18) Other business

There was none.

19) Review of action items

Old: Re E911 numbers for camps. Mr. Kiernan said he's been told by the state that unless we issue E911 numbers for all camps the town would be at risk. It was agreed that Mr. Kiernan would fix Mr. Moffit's address on so-called Sleepy Hollow Rd.

Re garage items for Goldstone: access for construction has been resolved. 7a-7p access M-Sat. 24' ROW between North Rd. and transfer station. Nothing is to be placed or operated in such a way as to threaten the landfill.

Re # of calls for Benn Rescue Squad for drug overdoses: those #s haven't been provided yet and Mr. Barber is willing to retract the request. Mr. Whitman would also like to know, for Shaftsbury, how many calls for response and how many for transport. And how many of each Arlington? Mr. Krulikowski will be assigned these issues.

New: name plate for Joe Barber

Page #s on water regs

Everyone needs to sign the water regs.

E911 for Moffitt.

Rescue squad information for Mr. Krulikowski

20) Adjournment. Mr. Harrington moved and Mr. Whitman seconded to adjourn. The motion passed 4-0-0. The meeting adjourned at 8:02 pm.