

SHATSBURY SELECTBOARD
SPECIAL MEETING
MARCH 8, 2010
MINUTES

ATTENDING: **Board members present:** Lon McClintock, Bill Pennebaker, Karen Mellinger, Cinda Morse; Town Officials: Larry Johnson; Oliver Durand, Fire Warden; Henri Billow, Treasurer; Staff: Margy Becker, Town Administrator; Deena Ruege, Recreation Committee.
Absent Board member: Craig Bruder.

1. Call to Order

Chairman McClintock called Meeting to order at 7PM.

2. Organizational Meeting & Election of Officers

Karen Mellinger made the motion to appoint Lon McClintock as Chairperson. Bill Pennebaker seconded. Motion carried unanimously.

Karen Mellinger made the motion to appoint Bill Pennebaker as Vice Chairperson. Lon McClintock seconded. Motion carried unanimously.

3. Selectboard Agreement

The Board discussed the authorization of the Chairperson to sign warrants in an emergency.

Bill Pennebaker made the motion to authorize the Chair to sign warrants in an emergency and warrants brought to the next meeting. Karen Mellinger seconded.

The Board discussed what the conditions of an emergency should be. Lon McClintock will put together an amendment to the rules for what constitutes an emergency to bring to the meeting next week.

Motion was withdrawn.

The Board decided to keep meeting times at 7PM.

The Board decided that the Bennington Banner is the newspaper of record.

A decision was made by the Board to have all items for the Agenda in on Monday, the week before the meeting. The Agenda will be out on Wednesday.

Margy Becker was appointed Secretary to the Board.

4. Liaison Assignments

The liaison assignments were postponed until the next meeting.

5. Public Comments

Oliver Durand advised the Board that he would like to be reinstated as Fire Warden for the Town. Margy Becker stated that appointments would be postponed until the next meeting.

6. Conflict of Interest Statement:

Chairman McClintock inquired if any Board member had a conflict of interest with any matter on the agenda. No conflict of interest was noted for the record.

7. Town Meeting Follow-up

Karen Mellinger stated that the Town meeting went well, with the budget being approved.

Lon McClintock will research the issue of penalties and interest regarding tax collection.

8. Financial Report & Cash Flow Projections

The Town of Shaftsbury estimated balance in checking account as of March 8, 2010 is \$18,102. Chair McClintock stated that funds are due from the State for reimbursement of grant expenses. Due to the General Fund is the amount of \$283,226.

Henri Billow and Margy Becker will meet to update cash flow and figure the amount to be borrowed if needed.

9. Process for Appointing Town Officers

Chair McClintock stated that candidates for Planning Commission vacancies will come in on March 15 at the next meeting so the Board can meet them. The meeting will start at 6:30pm. All appointments should be made by April 15, 2010.

Karen Mellinger made the motion that the Board will process the mandatory Town Officer appointments and refrain from making discretionary appointments. Bill Pennebaker seconded. Motion carried 4-0.

The Board discussed attendance criteria for reappointments. The Board concluded that each board should have criteria in place.

Margy Becker will give a copy of statutes to candidates before interviews.

10. Liquor & Tobacco License-Shaftsbury Country Store

Karen Mellinger made the motion to approve the Liquor & Tobacco License for the Shaftsbury Country Store. Bill Pennebaker seconded. The motion was carried.

11. Fuel Bids

Margy Becker recommended that budget plan bids from Haskins Fuel be accepted with the clarification that propane tanks not be filled until instructed to do so.

Cinda Morse made the motion to accept Haskins Fuel bids on fuel oil, propane (550gal) and for diesel. Bill Pennebaker seconded. The motion was carried.

12. Announcements

Bill Pennebaker announced that the Transfer Station survey is completed and would like to have the Environmental Issues Committee analyze the results.

Margy Becker announced that the meeting with VTRANS Thursday, March 11th at 7:30am to review the annual financial plan.

Margy Becker announced that a Grant Writing Workshop would be held in Rutland on March 24 & 25. Margy plans on attending.

13. Warrants

Cinda Morse made the motion to approve check warrant #31 in the amount of \$38,260.09. Karen Mellinger seconded. Motion carried 4-0.

Cinda Morse made the motion to approve PR warrant #34 in the amount of \$5,832.84. Karen Mellinger seconded. Motion carried 4-0.

Cinda Morse made the motion to approve Transfer warrant in the amount of \$33,747.04. Karen Mellinger seconded. Motion carried 4-0.

Cinda Morse made the motion to approve School Taxes warrant #33 in the amount of \$179,982.90. Karen Mellinger seconded. Motion carried 4-0.

Cinda Morse made the motion to approve Retirement warrant #32R in the amount of \$98.99. Karen Mellinger seconded. Motion carried 4-0.

Cinda Morse made the motion to approve PR warrant #35 in the amount of \$8,280.09. Karen Mellinger seconded. Motion carried 4-0.

Karen Mellinger made the motion to approve PR warrant #36 in the amount of \$9,983.35. Cinda Morse seconded. Motion carried 4-0.

Cinda Morse made the motion to approve Check warrant #34 in the amount of \$64,039.97. Bill Pennebaker seconded. Motion carried 4-0.

14. Minutes

The Board recommended that Board Members that are absent be added after all in attendance are listed for future minutes.

Bill Pennebaker made motion to approve minutes for February 1, 2010 with amendment to the misspelling of Annette Jenks and Tyler Resch, also on page two; to read if the Town discontinues an old road the Town should follow the formal process. Karen Mellinger seconded. Motion carried 3-0-1 with Cinda Morse abstaining.

Bill Pennebaker made motion to approve minutes for February 15, 2010 with amendment to page 2, paragraph 2 Announcements, deleting the last line beginning The Town's donation. Karen Mellinger seconded. Motion passed 3-0-1 with Cinda Morse abstaining.

15. Adjournment

Karen Mellinger made motion to adjourn at 9:35. Bill Pennebaker seconded. Motion carried.

Submitted by
Carol MacLean