

SHAFTSBURY SELECTBOARD  
SPECIAL MEETING  
JANUARY 23, 2012  
MINUTES

ATTENDING: **Board Members present:** Lon McClintock, Karen Mellinger, Bill Pennebaker, Craig Bruder, Carl Korman. Town Officials: Henri Billow, Treasurer; Town Staff: Margy Becker, Town Administrator.

**1. Call to Order**

Chairman McClintock called the meeting to order at 6:00pm.

**2. Announcements:** No announcements made.

**3. Public Comments:** No comments made.

**4. Conflict of Interest Statement**

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

**5. Warrants:**

TRANSFER WARRANT IN THE AMOUNT OF \$36,000 FROM THE HOST TOWN TAX RESERVE FUND TO GENERAL FUND to help off-set Airport Road Paving Expenses.

**Karen Mellinger made the motion to approve the Transfer Warrant in the amount of \$36,000 from the Host Town Fund to the General Fund to offset Airport Road Paving Expense. Bill Pennebaker seconded. The motion was approved 5-0.**

RETIREMENT WARRANT W30R IN THE AMOUNT OF \$127.34.

**Bill Pennebaker made the motion to approve Retirement Warrant W30R in the amount of \$127.34. Craig Bruder seconded. Motion carried unanimously.**

PAYROLL WARRANT #29 IN THE AMOUNT OF \$6,781.89.

**Craig Bruder made the motion to approve Payroll Warrant #29 in the amount of \$6,781.89. Karen Mellinger seconded. The Motion carried unanimously.**

**FY13 Budget Work Session**

The Board met with Treasurer Henri Billow. Differences of opinion as to what the definition of 'operating transfers in' were noted.

The Board reviewed changes in FY11 actuals to reflect transfers in for the professional audit. The full expense is now reported in the Auditors' budget. FY10 revenue actuals have been

adjusted to reflect close out of the Act 200 reserve fund. Board members acknowledged the switch to financial reporting based on modified accrual basis of accounting has been a challenge.

The Board resumed discussions of the FY13 budget with an amount to be raised in property taxes of \$1,272,111. After further discussions **Bill Pennebaker made the motion to adopt a proposed FY13 budget requiring \$1,272,111 in property taxes to be raised to fund expenses of \$1,804,871. Karen Mellinger seconded. The motion carried unanimously.**

It was further noted that the amount of property taxes to be raised is a decrease of .8% compared to the prior year. The budget increases 5.3%.

#### **7. Town Meeting Warning:**

The Board scheduled a special meeting for noon on Friday, Jan. 27, 2012 to approve the final warning for Town Meeting.

#### **8. Other Business**

The Selectboard agreed to schedule a special meeting for 6PM January 30, 2012 to continue work on the personnel policies.

Bill Pennebaker expressed concern regarding the status of zoning amendments. The Board will take up this item at its next regular meeting on February 6<sup>th</sup>.

Craig Bruder reported he had contacted the State Police with regards to the breakins on East Road.

#### **9. Approval of Minutes**

**Craig Bruder made the motion to approve the minutes of January 9, 2012 as presented. Carl Korman seconded. The motion carried.**

**Craig Bruder made the motion to approve the minutes of January 12, 2012 as presented. Bill Pennebaker seconded. The motion carried.**

Bill Pennebaker suggested changing Paragraph in Item #2 of the January 16, 2012 minutes to add "and application for funding" must be submitted. Add "A new applicant is not required to submit these reports until the year following."

**Bill Pennebaker made the motion to approve the minutes of January 16, 2012 as amended. Karen Mellinger seconded. The motion carried.**

#### **11. Adjournment**

**Karen Mellinger made the motion to adjourn at 7:30pm. Bill Pennebaker seconded. Motion carried unanimously.**

Submitted by  
Margy Becker

