

**Town of Shaftsbury
Selectboard Regular Meeting
Minutes November 4, 2013**

Members Present: Karen Mellinger, Carl Korman, Ken Harrington,
Mitchell Race, Tim Scoggins
Others Present: Margy Becker, Town Administrator; Bill Fisk, Treasurer; Tom
Huncharek, Paul McGann, Bob Perry, Sheriff Chad Schmidt, Jay
Palmer, Bill Pennebaker, Chris Williams.

1. Call to Order

Called to order by Karen Mellinger at 6:35P.M.

2. Conflict of Interest

No Conflict to report.

3. Approval of Minutes

Motion to approve Minutes for October 21st, 2013. Moved by Mitchell Race/Tim Scoggins 2nd. Motion carried unanimously 5-0-0.

Carl Korman wanted to add in the discussion recorded with Fire Chief Joe Vadakin how he questioned why online bids were even sought in purchasing new fire equipment as Chief Vadakin had considered online vendors' quality of gear unacceptable even prior to requesting quotes.

An update to Public Comments sought to acknowledge a "filling" of property on Elm Street and that Ken Harrington and Tim Scoggins will be conducting a site visit.

There was an acknowledgement to Section #8 that the Selectboard invited Constables Paul McGann and Bob Perry.

There was a correction to a Motion on next page where it noted that the motion carried 2-3. Karen Mellinger asked to strike the sentence and instead properly imply the motion failed on a 2-3 vote.

Motion to approve Minutes for October 28th, 2013. Moved by Carl Korman/ Ken Harrington 2nd. Motion carried unanimously 5-0-0.

4. Approval of Warrants

Motion to approve Payroll Warrant #9A in the amount of \$303.90. Moved by Carl Korman/Mitchell Race 2nd. Motion carried unanimously 5-0-0.

Motion to approve Check Warrant #15 in the amount of \$15,484.71. Moved by Carl Korman/Ken Harrington 2nd. Motion carried unanimously 5-0-0.

Items over \$1,000: Parts for Traxcavator repairs purchased from Crean; Ferguson Water Works, GMP, John Ray & Son (diesel), Dept. of Corrections (road signs).

5. Announcements

Karen Mellinger thanked Ian Taylor, departing Assistant Water Superintendent, for a job well done.

Karen Mellinger reported the new 25 MPH Speed Limit along 7A in the Shaftsbury School area and advised residents of the change.

6. Public Comments

None.

7. Treasurer – Financial Reports (30 mins)

Treasurer Bill Fisk reported figures from the fiscal year ending June 30th and provided an overview for the current fiscal year through September 30th.

Bill Fisk noted the Town had added hours for the Town Office to be open all day Friday, for half the day on Saturday and on Monday during the Veterans Day holiday, and all day Tuesday through the 12th of November for Tax collection.

Bill Fisk reported that in the FY13 budget the Town sought to spend down its fund balance by \$124,000. He reported that the Town actually increased its fund balance by \$44,000, as expenditures turned out to be less than budgeted figure and revenues were less than budgeted, providing a swing of \$170,000 within the overall budget.

Bill Fisk reported total revenues of approximately \$1.6 Million and attributed the total to tax collection totals being better than the year before.

Carl Korman asked for a comparison of Shaftsbury's budget compared to other towns in the State. Bill Fisk noted that such a review had not been conducted and that his presumption is that every Town has its own unique attributes that factor into their respective budgets.

Bill Fisk reported that the Town of Shaftsbury Asset to Liability ratio is 2.5:1 in favor of Assets procured by the Town.

Carl Korman inquired about the possibility of reviewing the tax rate due in part to the favorable “excess” experienced by the Town with regards to the current Asset/Liability ratio. Bill Fisk acknowledged that there has not been a discussion in detail to lower the rate, yet he would take it under advisement.

8. FY15 Budget Preparations

The Selectboard discussed how to prepare the budget for the fiscal year of 2015. The Selectboard acknowledged that in the past the different Department Heads that worked for the Town of Shaftsbury would work with the Selectboard to assist in drafting a formal budget for the town. Margy Becker advised to the Selectboard that she was in the process of setting up special budget workshops in the near future.

9. Appointment of Zoning Administrator

The Chairman of the Planning Commission, Chris Williams, joined the Selectboard to recommend David Kiernan of Sunderland as the next Zoning Administrator for the Town of Shaftsbury.

Motion to appoint David Kiernan to the position of Zoning Administrator for a term not to exceed three years. Moved by Mitchell Race/Carl Korman 2nd. Motion carried unanimously 5-0-0.

10. Bennington County Sheriff's Contract Renewal

Sheriff Chad Schmidt joined the Selectboard to discuss renewing the Town of Shaftsbury’s contract for services. The current agreement is set to expire on November 30th, 2013.

Tim Scoggins suggested to the Selectboard it consider renewing the contract for 20 hours per week instead of the 16 hours per week discussed initially in an effort to stay under budget. Karen Mellinger pointed out the current set agreement of 20 hours per week, if continued without the subsidy of the COPS grant, would put the Town over the projected FY14 budget total by \$2,650.

The Selectboard and Chad Schmidt discussed the terms for termination within the contract and both acknowledged that the language would be modified to support both sides. Action to approve contract was tabled until the next regular meeting and pending language changes.

11. Appointment Policy (3rd Reading)

The Appointment Policy reading was Postponed.

12. Town Garage Project – Status Report

The Selectboard discussed ways to inform the community about the necessity for a new Town Garage, salt shed, access road, well and septic. Information about the Town Garage can be accessed through the Town of Shaftsbury website www.shaftsbury.org.

Tim Scoggins noted that the Town Garage Committee has been working hard to get the project scaled down to fit a budget figure that the voters will accept.

13. 2013 Grand List Error & Omission

A Request was presented to the Selectboard from the Town of Shaftsbury Grand Listers to correct Parcel ID #030164 for resident Douglas Greene of 1130 Old Depot Road. The request was to change the Grand List assessment for the property from \$169,600 to \$163,200 after it was determined that the Grand List showed 4 acres of property instead of the correct acreage of 2.6 acres. Douglas Greene provided the information to the Listers after consulting with a surveyor. The determination was brought to the Selectboard's attention in order to amend the error.

Motion to approve Grand List correction to Parcel ID#030164 valuation from the amount of \$169,600 to the correct amount of \$163,200. Moved by Ken Harrington. Carl Korman 2nd . Motion carried unanimous 5-0-0.

14. VSP Community Advisory Board – appointment

The Selectboard discussed the VSP Community Advisory Board and sought to appoint a Selectboard member to serve as community liaison. It was acknowledged that the Commander involved with the VSP Community Board would make a final decision regarding appointments. Tim Scoggins nominated Ken Harrington for the position.

Motion to nominate Ken Harrington to serve on the VSP Community Advisory Board. Moved by Tim Scoggins/Carl Korman 2nd . Motion carried unanimous 5-0-0.

15. Town Administrator's Report

Margy Becker noted that William Dailey purchased the property along Donald Greene Road off Airport Road. The Road Foreman has requested the Class 3 road (driveway) maintained by the Town be discontinued or reclassified from its designation as Class 3. The Selectboard has the ability to initiate reclassification procedures, should it choose to do so.

Margy Becker announced the Town of Shaftsbury is still in need of a Recording Clerk for the Development Review Board & Town Planning Commission meetings moving forward.

16. Other Business

Mitchell Race inquired about security systems, and Margy Becker noted Ken Harrington is working on the specifics to find the best option for the Town moving forward.

17. Adjournment

Selectboard meeting Adjourned at 9:10 P.M.

Prepared By:

Shawn M. Sterling