

**Town of Shaftsbury
Selectboard Meeting
5:00 PM
Tuesday, January 20, 2015
Cole Hall, 61 Buck Hill Road, Shaftsbury**

Selectboard Members

Present: Tim Scoggins (Chair), Mitch Race, Ken Harrington, Tony Krulikowski,
Art Whitman

Absent: None

TA Present: David Kiernan

Others Present: John Myers, Jackie Myers, Derek Carson, Jay Palmer, Tom Madison,
Oliver Durand, Barry Mayer

5:00PM Regular Meeting

1. **Call to Order**
Tim Scoggins (Chair) called the meeting to order at 5:00 PM.
2. **Conflict of Interest Statement**
There were no conflicts of interest.
3. **Approval of Warrants**
Motion: Tim Scoggins moves to approve Warrant #15 in the amount of \$67,959.99.
Mitch Race 2nds. 5-0-0. Motion passes.
4. **Approval of Minutes**
Motion: Tim Scoggins moves to approve minutes from the January 5, 2015. Mitch Race
2nds. 5-0-0. Motion passes.
5. **Announcements**
None
6. **Public Comments**
None
7. **Town Service Officer Appointment: Jackie Myers**
Jackie Myers stepped forward to accept appointment as the Town Service Officer.

The role of the Town Service Officer is to assist individuals who require emergency services after normal business hours of the Vermont Economics Services Division. It is a statutory requirement to have someone in this position. There is no current budget or stipend. This subject is for discussion at a later date.

There is a way to receive reimbursement from the State should the need arise.

Motion: Mitch Race moves to appoint Jackie Myers for Town Service Officer. Art Whitman Seconds. 5-0-0. Motion passes.

8. **Road Foreman's Report**

David Kiernan reported there was a transmission fluid leak from the PTO pump in the Tandem Dump truck. This is being addressed with the manufacturer.

Also, the new loader has a problem: the turbocharger is not running properly and may fail, which can result in engine damage. A replacement with a one-year warranty has been found on e-bay for \$500. Tim Scoggins urged to keep an eye on repair expenses for this loader, as this machine was purchased about a month ago.

The Road Department has started an experiment of laying stone (gravel) from Airport Road up Trumbull Hill to East Road to lessen the cost of salting the roads. There has been some positive feedback for the work completed.

During the Christmas storm, several roads were filled with three different types of gravel. These will be accessed to see which material(s) work best.

The road department is also experimenting with mixing beet juice with salt to put on the paved roads. This is being done with North Bennington. The intent is to lessen the amount of salt being put on the road.

9. **March 3rd Ballot Warning (see attached copy)**

Tim Scoggins discussed the warning for the upcoming March 3rd election as it was projected on the screen.

The format of the ballot will remain the same as in the past and there is the warning of items that will be approved at Town Meeting.

The budget amount is \$1,970,092, down just slightly from last year. Budget discussed later this meeting.

Items on the warning for the ballot include:

a. **Zoning bylaw changes**

There are four zoning bylaws changes. The language for these was approved by the Select Board (see November 3, 2014 minutes).

The bylaws are to change zoning in the Hollows, to better define home occupations, to allow for multifamily housing in Village Residential, and to create Subdivision Regulations to encourage builders to cluster developments.

b. Landfill property purchase

Discussion of the purchase of property currently for sale on North Road, at the entrance to the landfill. There is a residence on this property that uses well water. Home is currently unoccupied.

Mitch Race questioned why this purchase was necessary.

Land is accessed for \$45,000. Asking price is \$40,000.

Motion: Art Whitman moves that the Select Board seek to enter into an agreement to purchase the property at 492 North Road. Ken Harrington 2nds.

Discussion: Mitch Race stated that the Town should not be in the property business. Ken Harrington asked if there is insurance to cover the well, which is a potential hazard since it is next to the landfill.

Tim Scoggins stated that this property should be part of the landfill and returned to industrial zone from residential. This is an opportunity to correct that.

Vote: 4-0-1; Mitch Race abstained. Motion passed.

It is possible to purchase the property outright or to finance this purchase at an interest rate of 2% for three years.

b. Reserve Funds

Tim Scoggins discusses moving budget items from the main budget to reserve funds.

i. Class 3 Roads – new

This fund will set aside money from the Capital Roads Fund to specifically make funds available for repair to Class 3 roads.

Mitch Race asked if in the transfer of the deed on Airport Road from Dailey to Peckham is there a stipulation that Peckham will help maintain the road? Art Whitman discussed that Peckham helping to maintain the road.

David Kiernan stated that there is a line item in the budget to hire an engineer to review roads with repetitive problems to look for better solutions.

ii. Sidewalk – procedural

This is an \$188,000 project. We received two grants—each for about \$90,000. There has been some hold-up from Montpelier.

iii. Cold Spring Historic Site – new

Tim Scoggins is asking to set aside \$10,000 into a fund to make available for matching grants for a historic marker at the Cold Spring Historic Site.

Mitch Race asked if this will become a yearly line to maintain. Tim Scoggins said that water testing may be necessary, but upkeep should be minimal.

Also, the Veterans have asked for money to update the Memorial Wall outside Cole Hall to include more names.

c. **Appropriations**

The community appropriations list is almost the same as last year's list. Voters will be asked to spend about \$60,000 on community appropriations.

Motion: Tim Scoggins moves to approve ballot warning for March 2 and 3 as read. Mitch Race 2nds. 5-0-0. Motion passes.

David Kiernan asked the Select Board members to sign a copy of the warning.

10. **Budget Discussion**

Tim Scoggins has changed the budget slightly as suggested by Treasurer Bill Fisk.

At \$1,970,000, Budget is down slightly from last year. Last year, there was a fund balance of \$120,000 which gave the Town money to use instead of raising taxes. However, this year, there is no fund balance and money is needed for items such as fixing the roads and increasing Sheriff Patrol hours.

Mitch Race asked why the winter salt budget is so high when the salt budget has not been met in a few years. David Kiernan explained that the price of salt has gone up and while they are experimenting with new technologies, it should remain the same.

Mitch Race asked what is the pump extrication equipment compared to fire replacement equipment. David Kiernan explained that the pump extrication equipment is needed for car accidents, which becomes more complicated for newer model cars. Fire replacement equipment covers everything that the firefighters need.

\$2,000 was cut from the sign budget. This money will be put back in because theft of street signs in the Town is a problem.

11. **Selectboard Town Report – Approve Text**

Tim Scoggins will send this text to the Board in a few days via email.

If discussion is needed, an open meeting is needed. There may be a meeting on next Monday.

The text is a recap of what happened in the Town during the past year. The budget will be discussed.

12. **Appointment Policy** – re-sign previously approved document
The three Board Members who originally approved the appointment has signed a copy for clerical purposes. The Board Members are Tim Scoggins, Mitch Race and Ken Harrington.

13. **Expiring Positions on Development Review Board and Planning Commission**
- Announce expirations - DRB: Ponessi, Huncharek; PC: Spurr
 - Extend Letter of Intent deadline to February 2nd, announce
 - Letter of Support, interviews February 16

Motion: Tim Scoggins moves to extend letter of intent deadline to February 2 and the Letter of Support to February 16. Art Whitman second.

Amendment: The extension only applies to this year. Art Whitman seconds amendment.

Corrected motion: Tim Scoggins moves that for this year to extend the letter of intent deadline to February 2, 2015 and the letter of support deadline to February 16, 2015. Art Whitman seconds. 5-0-0. Motion carries.

14. **Health Officer Incident**

Tim Scoggins acting as Health Officer received a call from a landlord regarding a tenant who was not keeping the house up. Fire Marshall recommended that extension cords not be used long term.

Tim Scoggins did not see this situation as a danger to the other tenants. The Fire Marshall made some recommendations, but did not cite the tenant.

15. **Town Administrator's Report**

- a. **Application of Certificate of Highway Mileage**

David Kiernan asked the Select Board to sign the certificate of highway mileage.

- b. **Liquor License application –Paulin's**

Motion: Mitch Race makes a motion to approve a liquor license for Paulin's. Tim Scoggins 2nds. 5-0-0. Motion carries.

- c. **Request for Proposal – Electrical Work**

Proposals are being requested for electrical work is need for the Town Garage for OSHA compliance. Items include the moving of the breaker box and the relocation of the carbon monoxide monitor to the rafters. Work is to be completed by March 10.

Questions on the job can be directed to Terry Stacy. Bidding information will be on the website or contact David Kiernan.

- d. **Invitation to Bid – Roadside Mowing**

David Kiernan distributed to the Select Board for review.

These bids will be put on the website by the end of the week and will stay on for two weeks.

Proposals and bids will be placed on the web either on the Wednesday or following Monday after a Select Board meeting.

Motion: Mitch Race makes a motion to put out to bid for Roadside Mowing. Tim Scoggins 2nds.

Discussion: Tim Scoggins paraphrased the document: The qualified contractor will mow all roadsides along 70-plus miles of rural roads and is expected to do two passes, and have insurance and take care of signage. Select Board has a right to reject bids.

“Two passes” means a single pass performed two times a year.

Vote: 5-0-0. Motion passes.

e. Review of Town Highway and Bridge Restrictions

David Kiernan discussed the Town’s Weight and Height restrictions filing has to be updated to state we do not have any town highway bridge restrictions that are out of state parameters. It is a formality.

16. Other Business

Tim Scoggins discusses weight limits on the roads during mud season. Restrictions may limit trucks delivering heating supplies.

Ken Harrington asked when the culvert in the Hollow is going to be dug and has it been looked at lately.

17. Review of Action Items

- Bids/Proposal to be put on website
- Follow-up on requirements for Jackie Myers’ appointment
- Tim Scoggins to write Select Board text and Budget doc submission to Bob Holmes

18. Adjournment

Motion: Tim Scoggins moves to adjourn meeting at 6:55 pm. 5-0-0. Motion carries.

Attachments (in record book only):

Warning for March 2015 Election

Appointment Policy

Next meeting: Monday February 2, 2015