

Town of Shaftsbury
Select Board meeting
March 20, 2017

1) Call to order

Town Administrator David Kiernan called the meeting to order at 6:30 pm. Also present were select board members Ken Harrington, Art Whitman, Tony Krulikowski, Tim Scoggins, and Joe Barber.

2) Election of chair, vice chair

Mr. Harrington nominated Mr. Scoggins as Select Board chair. Mr. Whitman seconded the motion, which passed 5-0-0. Mr. Scoggins took over the meeting. Mr. Krulikowski nominated Mr. Whitman as vice-chair. Mr. Harrington seconded the motion, which passed 4-0-1, with Mr. Whitman abstaining.

3) Conflict of interest statement

Those present reported no conflicts.

4) Approval of minutes

Mr. Harrington moved to approve the Feb. 20, 2017 minutes. Mr. Krulikowski seconded the motion, which passed 3-0-2, with Mr. Whitman and Mr. Barber abstaining.

5) Warrants

- a. Retirement warrant #18, \$126.83. Mr. Whitman moved to approve the warrant. Mr. Harrington seconded the motion, which passed 5-0-0.
- b. Payroll warrant # 18, \$21,029.45. Mr. Harrington moved to approve the warrant. Mr. Krulikowski seconded the motion, which passed 5-0-0.
- c. Check warrant # 28, \$5800.00. Mr. Krulikowski moved to approve the warrant. Mr. Whitman seconded the motion, which passed 5-0-0.
- d. Check warrant # 27, \$50,803.69. Mr. Krulikowski moved to approve the warrant. Mr. Whitman seconded the motion, which passed 5-0-0.

6) Announcements

The Ordinary Hero ceremony will be held May 20. A number of positions in Town government are open. The Planning Commission especially needs new members.

7) Public comments

There were no comments.

8) Treasurer's report

Melanie Dexter noted this is a quiet time of year, with little money coming in. She described the details in her report dated March 15, 2017. Re processing receipts via credit card, Ms. Dexter wants the new Town Clerk to get acclimated before proceeding with this new procedure.

9) Road Foreman report

Mr. Kiernan reported on Mr. Washburn's behalf. There was some damage to mail boxes, caused by snow and ice moved by plow blades. Town employees and state engineers intend to conduct site visits later this spring to those roads that were hit hardest by the early mud season, and propose fixes as appropriate. It may be necessary to re-prioritize the summer work schedule. There was a discussion regarding posting roads in the future. All the trucks are back and running. Mr. Kiernan reported he'd received several bids for a Toro Zero-turn 60" mower for the parks, for about \$13,000. On the road crew's advice, he plans to buy from a Manchester supplier. Mr. Whitman moved to so purchase this item (which was already budgeted for) for not more than \$13,000. Mr. Krulikowski seconded the motion, which passed 5-0-0.

As an aside, Mr. Scoggins welcomed Mr. Barber to the board. He said he looks forward to being as helpful as he can and to moving the ball forward.

10) State PFOA testing request

Vermont had asked the Town to include PFOA in its twice-yearly testing at the landfill. (It costs about \$650/test.) The board discussed whether to comply. Mr. Whitman moved to test 3 Town monitoring wells at the landfill for the usual compounds and PFOA twice yearly. Mr. Krulikowski seconded the motion. Upon discussion, Mr. Harrington suggested we should test the same three wells. Mr. Kiernan suggested that KAS, our consultant, should choose the wells – and the number of wells – and that they might not be the same ones, depending on what is found. The motion as amended, to wit, The Town suggest to the State that the Town will change its twice a year monitoring plan to include monitoring up to three monitoring wells for PFOA (as well as the usual compounds) passed 5-0-0.

11) Proposed new Town garage and Transfer Station

a) Bid format discussion

Mr. Kiernan described the number of things (including a number of permits, e.g. wastewater, and preparing the construction bid documents) that need to be put in place before the construction bids can be sought. He suggested that a project manager, preferably an engineer, should be hired to pursue these various tasks, with a goal of going to construction in about 18 months. The bond approved by the voters includes these costs. Meanwhile, the site will be completely readied.

The board discussed what the next several months might look like.

A motion to use the Phase 1 specifications already in hand rather than seek Phase 2 specifications from Morton was made by Mr. Whitman and seconded by Mr. Krulikowski. (An engineer will need to confirm that the bids are substantially equivalent.) The motion passed 5-0-0.

Mr. Kiernan will craft an RFP for a project manager for vote at the next meeting. It could be that this person could also serve as the general contractor (aka clerk of the works).

b) Financing

The bond rate will be set by July and will probably go up a bit from the current rate.

12) Municipal highway grants

A motion to accept a certificate of compliance with town road and bridge standards; a statement that adopted standards meet or exceed requirements; and a statement that the Town has an up to date highway inventory on class 1-3 highways was made by Mr. Whitman and seconded by Mr. Harrington. The motion passed 5-0-0.

Mr. Harrington moved to approve the annual financial plan for Town highways totaling \$1,011,586.58, at least \$300/mile for all class 1-3 roads. The motion was seconded by Mr. Whitman, and passed 5-0-0.

It is time to submit grant applications to fix class 2 roads. This year the Town will apply for funds to complete paving East Road to the Bennington town line, for about \$170-\$180K. If the grant is not awarded, the project will be placed on hold while the paving reserve fund is increased in size.

The Shaftsbury Hollow culvert replacement cost has gone up considerably. The Town has four years in which to secure the funds. The Town can't make the match at present. Mr. Kiernan will find out if grants can extend longer than one year. Perhaps the Town could build up a fund for the match over time. If the grant period can exceed one year, Mr. Kiernan will submit an application.

The Town applied for two Better Roads grants, for Shaftsbury Hollow and for a Town-wide erosion and culvert study.

KAS is working on changing the lighting at the Church Street/7A intersection. The lights are not those the Town contracted for.

13) Bids for roadside mowing, all fuels, and Cole Hall exterior painting

RFPs for these bids were distributed to board members by TA Kiernan. Mr. Whitman moved to accept Mr. Kiernan's RFPs for the above referenced tasks. Mr. Harrington seconded the motion, which passed 5-0-0.

14) 2018 tax map maintenance agreement

A motion to renew the contract with CAI to provide mapping and Grand List services to the listers (a sole source arrangement for \$2000 annually) was made by Mr. Krulikowski and seconded by Mr. Whitman. The motion passed 5-0-0.

15) Meeting schedule adoption

A motion to extend for another year the current Select Board rules and procedures was made by Mr. Whitman, seconded by Mr. Krulikowski, and passed 5-0-0.

A motion to approve the annual meeting schedule for all boards, to wit: Select Board, 6:30 pm first and third Monday; Development Review Board, 7 pm, first and third Wednesdays; Planning Commission, 7 pm, second and fourth Tuesdays; Recreation Committee, 10 am fourth Friday; Economic Development Board, TBA; Cemetery Committee, 10 am, first Thursday was made by Mr. Krulikowski, seconded by Mr. Whitman, and approved 5-0-0.

Select Board liaisons: Mr. Scoggins read the list of current responsibilities. Mr. Barber was assigned retired board member Mitch Race's responsibilities (except for solid waste, which Mr. Kiernan has been handling and, without objection from the Select Board, will continue to handle). Mr. Harrington will be the liaison with BCRC and Planning Commission (among others). Emergency Management was moved to Mr. Krulikowski. A motion to accept the listings as amended was made by Mr. Whitman, seconded by Mr. Harrington, and approved 5-0-0.

Annual appointments: Mr. Scoggins suggested eliminating an energy coordinator's office. (It hasn't been needed.) Such a motion was made by Mr. Whitman, seconded by Mr. Harrington, and passed 5-0-0. A motion to appoint Tracy Mulligan animal control officer, Jerry Mattison emergency coordinator, Jackie Myers health officer, Tracy Mulligan deputy health officer, Jackie Myers as town service officer, and Jim White as tree warden was made by Tony Krulikowski, seconded by Mr. Whitman, and passed 5-0-0.

16) Other business

Mr. Scoggins announced that Mr. Krulikowski was not elected to the board of Bennington Rescue. The squad has, however, assured the Select Board that it will seek Town representation on the Squad.

Mr. Scoggins will attend a VLCT meeting on Wednesday. Mr. Krulikowski was hoping to attend but is unable to.

Could a Town representative attend the rabies shot clinic at Whitman's on Saturday April 25?

Mr. Kiernan said the constable will begin issuing summonses and pursue in the courts those who consistently abuse the animal licensing law.

17) Review of action items

Mr. Kiernan will explore a highways grant for the Shaftsbury Hollow culvert.

Mr. Kiernan will design an RFP for a project engineer for the garage.

Mr. Kiernan will ask the Town Clerk and Judy Knecht whether they'd want to attend the Saturday rabies clinic.

18) Adjournment

Mr. Krulikowski moved to adjourn at 8:35 pm. Mr. Harrington seconded the motion, which passed 5-0-0.