

**MINUTES OF THE SHAFTSBURY SELECT BOARD  
SPECIAL MEETING  
November 30, 2009  
COLE HALL  
SHAFTSBURY, VERMONT**

**Board Present:** Lon McClintock (Chairman), Bill Pennebaker, Cinda Morse, Karen Mellinger. **Board Members Absent:** Craig Bruder; **Others Present:** Margaret Becker (Town Administrator), Larry Johnson, (Lister), Henrietta Billow (Treasurer); Angie Abbatello, (Lister); Auditors Mike Caslin and Bob Holmes; Norm St. Onge (Planning Commission Chair); Tony Zazzaro (Zoning Administrator).

**1. Call Meeting to Order:**

Chairman Lon McClintock called the meeting to order at 6:00PM

**2. Announcements:**

Lon McClintock noted Marilynne Harrington's resignation from the Cemetery Committee and thanked her for her service to the community.

**3. Conflict of Interest Statement:**

Chairman McClintock asked if any Board member had a conflict of interest with any topic on the agenda. None did.

**4. Public Comments:**

Lon McClintock noted Marilynne Harrington's resignation from the Cemetery Committee and thanked her for her service to the community.

**5. Budget Workshop**

The Listers met with the Selectboard to discuss a proposed level-funded budget. Angie Abbatello stated the Listers could work within the \$30,000 proposed salary line item. The Listers are considering subcontracting grand list maintenance services (field work) - perhaps on a quarterly basis. The Listers agreed to provide further information on this item. Discussions on the reappraisal currently underway noted it will be completed in June. The Listers do anticipate some grievances as usual. The Listers were asked to factor in a new line item for operating supplies of \$300 - \$500.

Auditors Bob Holmes and Mike Caslin met with the Board. The Auditors have just begun spot-checking invoices for Fiscal Year 2009 ending this past June 30. They reported quite a few hours were spent on the audit of cemetery operations at the Selectboard's request. The Town is due an outside audit in 2010 - 2011 at an estimated cost of \$16,000. The Auditors noted they would like to ask for increased hourly compensation from \$10 to \$12/hour. Printing and distribution of the town report was dis-

cussed. There would be cost savings in printing fewer reports. After discussions it was agreed that the book would be printed as usual.

Merton Snow, Delinquent Tax Collector, met with the Board. Mr. Snow states he estimates his costs for mailing delinquent notices may increase slightly (\$100 may become \$200). He estimates a continued approximate 5.2% rate of property tax delinquencies – with no increase in new delinquencies this year. There is total balance of \$240,000 in delinquent taxes (all years) at present. Historically approximately 30 properties are put to tax sale, most of which are redeemed. The Selectboard commended Mr. Snow for all his work, noting his collection efforts had helped bring the Town into the ‘black’ for the fiscal year ending June 30, 2009.

Planning Commission and Development Review Board budgets were reviewed and discussed with Norm St. Onge and Tony Zazzaro. A new line item for tax maps will be added to the Planning Commission budget – with a projected FY11 expense of \$250. The expense line item for Tony Zazzaro’s salary will be moved to the Planning Commission budget from the DRB Budget – since the Planning Commission oversees the Zoning Administrator.

The Town Clerk’s budget was reviewed. The Board asked for further clarification on the status of microfilming technologies.

**Minutes of November 23, 2009:**

**Cinda Morse made the motion to approve the Minutes of November 23, 2009 as written. The motion was seconded and carried 4-0 in favor.**

**Warrants:**

**Accounts Payable Warrant #W16: \$214,056.25 to Drilling Technologies**

**Cinda Morse made the motion to approve accounts payable warrant #16. Karen Mellinger seconded. The motion carried.**

**Accounts Payable Warrant #W17: \$29,487.27**

**Cinda Morse made the motion to approve accounts payable warrant #17. Karen Mellinger seconded. The motion carried.**

**Accounts Payable Warrant #W18: \$6,304.90, inclusive of invoices for groundwater monitoring.**

**Karen Mellinger made the motion to approve accounts payable warrant #18. Cinda Morse seconded. The motion carried.**

**Accounts Payable Warrant #W19: \$3,281,226.64 for school taxes.**

**Cinda Morse made the motion to approve accounts payable warrant #19. Karen Mellinger seconded. The motion carried.**

**Payroll Warrant #21: \$5,160.24**

**Cinda Morse made the motion to approve payroll warrant #21. Karen Mellinger seconded. The motion carried.**

**Payroll Warrant #22: \$9,084.76 (month-end)**

**Cinda Morse made the motion to approve payroll warrant #20. Karen Mellinger seconded. The motion carried.**

**Other Business:**

Karen Mellinger announced an opportunity to apply for ARRA stimulus monies for energy retrofitting projects. \$4.8 million is being made available to smaller communities; a 10% local match is required. She said she has been meeting with Bill Christian, an energy-efficiency consultant, regarding storm windows for the vaulted second floor windows in Cole Hall. Bill Christian will be quantifying projected energy savings. She will be in touch with Chief Joe Vadakin regarding the Fire Stations and Mark Wesner. Boiler/furnace retrofits may be eligible expenses. The grant needs to be submitted by December 8<sup>th</sup>.

Bill Pennebaker said it is good news that a 25% response rate to the broadband survey has been achieved. He mentioned hearing a report of possible Fairpoint 2010 DSL extension to a hub at Peters Flats and Bouplon - with connectivity of 18,000 feet from each hub. Mr. Pennebaker said he will have to recalculate his calculations for a Comcast build-out.

**Adjournment:**

**Karen Mellinger made the motion to adjourn at 9:10PM. The motion was seconded and carried unanimously.**

Respectfully Submitted,  
Margy Becker