

SHAFTSBURY SELECTBOARD
REGULAR MEETING
DECEMBER 19, 2011
MINUTES

ATTENDING: **Board Members present:** Karen Mellinger, Bill Pennebaker, Craig Bruder, Carl Korman. Town Officials: Margy Becker, Town Administrator; Henri Billow, Town Treasurer. Guest: Rob Steuer, Mitch Race, Joanne Race, and Jerry Schoof. **Absent:** Lon McClintock
Carl Korman joined the meeting at 7:30pm.

1. Call to Order

Vice chair Karen Mellinger called the meeting to order at 7:00pm.

2. Announcements

Karen Mellinger announced that the Board completed another budget workshop that began at 6pm this evening. The next workshop will be next Wednesday at 6pm and is open to the public.

3. Public Comments

No comments made.

4. Conflict of Interest Statement

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

5. TAM Host Town Agreement

The Town's agreement with TAM has been updated. Changes made included the amount paid to the town (increased from .50 to .53 per ton). Renegotiation of the Agreement will be triggered if TAM is permitted to process more than 20,000 tons. TAM will continue to maintain all paved surfaces, etc.

Craig Bruder made the motion to approve and sign the agreement with corrections. Bill Pennebaker seconded. Motion carried 3-0.

6. Current Budget Year: Financial Reports

Henri Billow reported on the current budget year, stating that current tax revenue is at 75% and total expenditures are at 42% as of December 16th.

7. Computer Network-Town Offices – New England Municipal Resources Inc. proposals

The Board discussed the need to connect the Town Offices' computer network. NEMRC has sent a proposal to the Town. The Board agreed that more than one proposal for the network

hardware is needed. The Town's needs will be assessed. Rob Steuer stated that the number of users and applications used need to be considered. along with internal and external information, security issues and remote access hardware.

Margy Becker stated that specifications need to be developed, and she will speak with the department heads.

Rob Steuer offered to come in and help access what they have and what is needed. Margy Becker will contact Rob Steuer after the first of the year.

8. Liquor License Renewal Applications-Thyme Tables

Thyme Tables applied for a liquor license renewal for May 2012 to April 2013.

Bill Pennebaker made the motion to approve the liquor license renewal for Thyme Tables. Craig Bruder seconded. Motion carried 4-0.

9. Grand List Errors & Omissions

The list needs to be updated and will be discussed at the next meeting.

10. KAS Environmental Groundwater Monitoring Report

The groundwater surrounding the Town's landfill area was tested, with the results being the same as the last testing. Some improvement in results was also noted. Testing will be done again in May 2012.

Bill Pennebaker made the motion to accept the KAS report. Craig Bruder seconded. Motion carried 4-0.

11. New Town Garage-Obtaining P.E. Services-Permitting Re: Wastewater/Water Supply Permit

The Facilities Committee has been looking at the Transfer Station property to develop a site plan for the new Town garage. One thing to be looked at is groundwater supplies, and whether the Garage could tap into existing wells. Accessing the site from Airport Road instead of North Road may be easier for equipment. Bill Pennebaker stated that the Facilities Committee should go forward with a site plan, Craig Bruder agreed. The Town will go to bid for an engineer. The Town garage will be an agenda item at every meeting. On December 28th there will be a site visit to Wilmington's new town garage.

12. Out water Appeal-Status

Tabled

13. Town Administrator Report

There are highway matters concerning Myers Road at Cobble Hill. A culvert may need to be installed. There is an issue of obligation of the private land owner concerning cost sharing. The issue will be looked into further.

The Road Foreman asked the Select Board if plowing a short portion of Potter Montgomery Road was an option. It is a class 3 road and the law requires that it be maintained. The Selectboard agreed the crew should plow the entire length of the road, not just the southerly section providing access to year-round residences. Reclassification of Potter Montgomery road,

or discontinuing maintenance, are alternatives the Selectboard could consider in the future – if it deemed it would be in the public interest to do so.

The Fire Station contractor will be meeting Wednesday morning with Jim Secor.

14. Other Business

Karen Mellinger stated that the Transfer Station will be closed Saturday December 24 and next Saturday December 31 due to the holidays.

15. Approval of Minutes

Craig Bruder made the motion to approve minutes for Special Meeting of 12/8/11. Bill Pennebaker seconded. Motion carried 3-0-1 with Carl Korman abstaining.

Craig Bruder made the motion to approve minutes for Special Meeting of 12/12/11. Bill Pennebaker seconded. Motion carried 3-0-1 with Carl Korman abstaining.

16. Approval of Warrants

RETIREMENT WARRANT W24R IN THE AMOUNT OF \$131.39.

Bill Pennebaker made the motion to approve retirement warrant W24R in the amount of \$131.39. Craig Bruder seconded. Motion carried 4-0.

PAYROLL WARRANT PR24 IN THE AMOUNT OF \$7,390.43.

Craig Bruder made the motion to approve payroll warrant PR24 in the amount of \$7,390.43. Carl Korman seconded. Motion carried 4-0.

CHECK WARRANT #24 IN THE AMOUNT OF \$59,183.42.

Carl Korman made the motion to approve check warrant #24 in the amount of \$59,183.42. Bill Pennebaker seconded. Motion carried 4-0.

TRANSFER WARRANT IN THE AMOUNT OF \$79,067.66 TO GENERAL FUND.

Bill Pennebaker made the motion to approve Transfer Warrant in the amount of \$79,067.66. Craig Bruder seconded. Motion carried 4-0.

CHECK WARRANT #W25 IN THE AMOUNT OF \$20,772.28.

Craig Bruder made the motion to approve check warrant W25 in the amount of \$20,772.28. Carl Korman seconded. Motion carried 4-0.

17. Personnel Evaluations (executive session)

Carl Korman made the motion to adjourn to executive session at 8:45pm. Bill Pennebaker seconded. Motion carried 4-0.

The Board exited Executive Session at 9:20PM.

18. Adjournment:

Craig Bruder made the motion to adjourn at 9:21PM. Bill Pennebaker seconded. The motion carried unanimously.

Submitted by

Carol MacLean