

**Town of Shaftsbury
Selectboard Meeting
6:30PM
Monday, February 9, 2015
Cole Hall, 61 Buck Hill Road, Shaftsbury**

SUBJECT TO APPROVAL

Selectboard Members

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

Absent: Ken Harrington

TA Present: David Kiernan

Others Present: David Mance, Michael Day, Oliver Durand

6:30PM Regular Meeting

1. **Call to Order**

Tim Scoggins (Chair) called the meeting to order at 6:30 PM. Tim Scoggins stated that Ken Harrington would be absent from tonight's meeting.

2. **Conflict of Interest Statement**

Mitch Race stated that he does not have a conflict of interest but that one of the electricians bidding on the VOSHA electrical work has done work at his house. Tim Scoggins stated that it was a relevant disclosure but does not require a recusal.

3. **Approval of Minutes**

Mitch Race asked to postpone this item until next meeting.

4. **Approval of Warrants**

Motion: Tim Scoggins moves to approve Check Warrant #16 in the amount of \$30,597.77. Mitch Race 2nds. 4-0-0. Motion passes.

Motion: Tim Scoggins moves to approve Retirement Warrant #16 in the amount of \$110.63. Mitch Race 2nds. 4-0-0. Motion passes.

Motion: Tim Scoggins moves to approve Payroll Warrant #16 in the amount of \$20,865.51. Mitch Race 2nds. 4-0-0. Motion passes.

Motion: Tim Scoggins moves to approve Retirement Warrant #15 in the amount of \$130.37. Mitch Race 2nds. 4-0-0. Motion passes.

Motion: Tim Scoggins moves to approve Payroll Warrant #15 in the amount of \$19,085.76. Mitch Race 2nds. 4-0-0. Motion passes.

5. **Announcements**

- a. Tim Scoggins announced that we are announcing that we received Letters of Intent from Chris Ponessi, Tom Huncharek, and Michael Day for the Development Review Board. On the Planning Commission, we have one vacant position and one expiring position. No Letters of Intent have been received for the Planning Commission seats.

For other open positions, Letters of Intent were received from:

Bill Pennebaker to serve on the Bennington County Regional Commission
Jerry Mattison for Emergency Management Coordinator
Ben Hulett for Energy Coordinator
Tim Scoggins for Health Officer
Jim White for Tree Warden

The deadline for Letters of Support has been extended to next week: February 16th.

- b. Mitch Race announced he would not be able to attend Town Meeting next month.
- c. The Road Crew asked that residents keep vehicles off the road and do not to block the right of ways during snow plowing. They also request that folks not to put piles of snow in the road.
- d. A Rabies Clinic will be held this Saturday, February 14 at the Buck Hill Firehouse. Further information is available on the Town website: shaftsburyvt.gov.

6. **Ed Colvin Remembered**

Ed Colvin was a member of the Shaftsbury political community, who recently passed. Art Whitman stated that Ed Colvin always had Shaftsbury in his heart and that he was the driving force behind Howard Park.

7. **Public Comments**

- a. David Mance stated the he supports the Town decision to purchase the property on tonight's agenda.
- b. Art Whitman made a comment as a member of the community who has Cold Spring water rights. He asked that all property owners who have Cold Spring water rights to be informed of ballot measure to create the Cold Spring Historical Site.

Tim Scoggins stated that he has been in contact with a lot of people whose property abuts the Town's right of way. The Park-McCullough House Association, which is on the end of the line, is on board.

Water rights to Cold Spring are listed in property deeds. David Mance explained that even if a property owner drills a well and does not use Cold Spring as a water source, the water rights are not terminated.

A copy of the original survey exists. Tim Scoggins is trying to have it scanned and overlay it on a map to review the area.

8. **Treasurer's Report**

The Treasurer was unable to make tonight's meeting.

9. **Road Foreman Update**

The Road Foreman was out plowing. David Kiernan reported.

- a. Winter Road update – stones

The salt budget for the year is almost depleted. 88 tons of salt are left in storage. Another load is on its way.

Dorset and Arlington use stones as an alternative to sand and salt. Dorset uses stones instead of salt on all of its roads; Arlington only uses stones on dirt roads.

The process is to spread small stones on the road, similar to spreading sand. As the stones heat, they melt in; this provides extra traction for cars.

The Road Department is experimenting with the process and tests have been done on a few Shaftsbury roads. There has been a lot of positive response. However, in some larger vehicles, stones can stick in the tires and kick out when driving on a paved road.

Tim Scoggins stated for the short-term, Town should save the salt for paved roads.

Also, use of stones is less corrosive to the trucks. Dorset reported their trucks last an average of two extra years on the road due to stone usage on roads.

Motion: Art Whitman moves to expand use of stones instead of sand on more of the dirt roads in Shaftsbury. Mitch Race 2nds. 4-0-0. Motion passes.

b. Overtime Budget

Town is over budget for overtime wages because of extra hours needed for the Road Crew to clear the winter road conditions.

Other methods of compensation will be brought to the Board next week. David Kiernan will discuss with Road Crew prior to next Monday's meeting.

c. New Truck damaged in fire at Paint Shop in Swanton

The brand new tandem truck was at a paint shop in Swanton. While the vehicle was parked inside the building, the roof of the building caught fire. The insurance carrier for the shop has been delayed and has not evaluated the damage yet. Town has not purchased the dump body or the plow frame that are on the truck.

If work is to be done on truck, Delurey should be the company to fix it as they will be servicing the truck while we own it.

Also, Delurey has helped the Town by providing a single-axle dump to help with the snow.

d. VOSHA required electrical work –submitted proposals

Work is to be completed by March 1 for VOSHA requirements.

Two bids were received: Megawatts Electric for \$2,159 and Myers Electric for \$1,200.

The specific work is moving a breaker box, replacing a fan, installing a carbon monoxide detector, installing safety lights, and performing minor wiring.

Also, there will be some sheet rock repair that will be done by the Road Crew.

Mitch Race stated there was more detail in Megawatts' estimate.

Motion: Mitch Race made a motion to choose Megawatts Electric to do total VOSHA electrical work in the Town Garage. Art Whitman 2nds. 4-0-0. Motion passes.

10. Property Purchase Proposal: 492 North Road Contract

There are two residential lots grandfathered in the Industrial Zone. Town would like to "un-grandfather" or remove the zoning exemptions of these properties.

One of these properties is for sale. Tim Scoggins has a sales contract for the property. The contract is from Town Attorney, Rob Woolmington. Minor edits have been added by the Seller's attorney.

Contract is subject to attorney's review after it is signed. The property will be inspected before closing.

Motion: Tim Scoggins makes a motion for the Select Board to sign the sales contract to purchase 492 North Road. Tony Krulikowski 2nds.

Discussion: David Mance stated that signing the contract prior to voter approval allows the voters to know the exact terms of the contract for the purchase of the property.

Contract states that payment is due 30 days after the vote. David Mance recommended making a change from 30 days to 120 days to close.

Tim Scoggins amended the motion to extend the closing period to 90 days from the original 30 days.

Motion: Tim Scoggins makes a motion for the Select Board to sign the sales contract to purchase 492 North Road with a 90-day closing period. Tony Krulikowski 2nds. 4-0-0. Motion passes.

11. **Cross Property/Howard Park Land Appraisal**

This item will be discussed in Executive Session to follow this meeting.

12. **New Town Garage Review of previous proposals discussion**

The Town has asked Bernstein if a Town Garage could be built in their parking lot. Tim Scoggins has looked at the original cost of the garage (\$1.5M) to see where costs could be cut.

Eliminating the maintenance bay, two truck bays, pole barn, and extra meeting space, and building a less-expensive salt shed brought the number down to just under \$1M.

Should the maintenance bay be eliminated? If so, maintenance will be have to be performed in one of the garage bays.

\$50,000 cost estimate for site work and road.

A \$1M garage with 4 truck bays and a maintenance bay seems to be the best option to meet the needs of the town.

Next opportunity to bring this to the voters will be the March 2016 election.

By July 2016, there will be \$225,000 in the garage account. Voters would be asked to spend \$750,000.

13. **Town Administrator's Report**

a. **Update on Around the Block Sidewalk Project**

There was a permit problem with approval of the last right of way, which is being handled. The bids for this project should happen in March to start construction in July, since this intersection is used to cross to the school during the school year.

Safety lighting (crosswalk lighting) is now combined with the original grant.

b. **Sick Time Accrual/Change to match Vacation accrual periods**

Vacation time has been changed to the beginning of the year some time back, now sick time accrual will be changed to line up to the beginning of the year also.

David Kiernan will clarify what the differences are between sick days and personal days for the personnel policy and give to the Select Board to approve.

c. **ICS 100/700 & 200/402 Training Mandated**

Jerry Mattison (not present at meeting) brought to attention that the Select Board will need this specific training for emergency management compliance from FEMA. The ICS 100/700 courses can be completed online. The 402 Training is not available online, Select Board will have to attend class. A class may be scheduled at the Fire House. David Kiernan will follow up.

d. **Methane monitoring**

The methane monitoring system at the Transfer Station no longer works. KAS will monitor methane for February while the Town purchases a new one. This will also establish a new baseline for methane. New methane monitors are being reviewed.

e. **Assignment of Lease —Former McCarthy Property**

The McCarthy property across from Town Hall has been sold. The McCarthys leased a small piece of property from the Town that adjoined their land to use for parking. The new owners wish to have the lease transferred to them with the same terms.

14. **Other Business**

There was no other business.

15. **Review of Action Items**

- Art Whitman will get a list of people who have water rights to Cold Spring.
- David Kiernan will meet with the Road Crew to discuss overtime.
- David Kiernan will hire Megawatts Electric to perform VOSHA work in the Town Garage by deadline.
- David Kiernan will follow up with Bernstein to see if there is any interest for the Town Garage.
- David Kiernan will write clarified wording for Personnel Policy about the differences of sick time and personal time.
- David Kiernan will further discuss FEMA courses with Jerry Mattison.

16. **Adjournment**

Motion: At 7:46, Tim Scoggins makes a motion for the Board to go into executive session to discuss real estate. Mitch Race 2nds. 4-0-0 Motion passes.

The board returned from executive session at 8:15 and adjourned.

Submitted by Jennifer McGean, Recording Clerk

Next meeting is scheduled for Monday, February 16, 2015.