

**SHAFTSBURY SELECTBOARD
REGULAR MEETING
APRIL 5, 2010
MINUTES**

Special Meeting:

ATTENDING: Lon McClintock, Karen Mellinger, Bill Pennebaker, Craig Bruder, Cinda Morse, Phylis Porio, Chair – Development Review Board, Staff: Margy Becker

6:30PM Special Meeting Convened

Karen Mellinger made the MOTION to enter Executive Session with Phylis Porio and Margy Becker in attendance to discuss a personnel matter at 6:30PM. Bill Pennebaker seconded; the motion carried.

The Board exited Executive Session at 6:58PM. No formal action was taken.

Regular Meeting:

ATTENDING: Board Members present: Lon McClintock, Bill Pennebaker, Karen Mellinger, Craig Bruder, Cinda Morse; Town Officials: Larry Johnson, Chief Joe Vadakin; Staff: Margy Becker, Town Administrator.

1. Call to Order

Chairman McClintock called the meeting to order at 7:00PM.

2. Announcements

Chair McClintock announced that an Executive Session was held at 6:30PM to discuss personnel matters.

Karen Mellinger announced that the Town received a 2010 Energy Conservation Block Grant and the 2010 Transportation Enhancement Grant for the completion of the sidewalk around the corner of Church Street and Route 7A.

Green-Up Day is May 1, 2010. Residents may pick up bags from 8:30AM to 3PM at the Town Clerk's Office. The **Household Hazardous Waste Day** is Saturday, May 8th. Cinda Morse thanked Rick Kobick and Dave Mance for making their sugar houses open to the public on "Maple Sunday".

3. Conflict of Interest Statement

Chairman McClintock inquired if any Board member had a conflict of interest with any matter on the agenda. No conflict of interest was noted for the record.

4. Public Comments

No comments made.

5. Equipment Purchases – Fire Dept.

Fire Chief Joe Vadakin met with the Selectboard to review proposed equipment purchases. It was noted that reserve funds will be used to cover the costs of purchases of equipment. The Equipment Fund will be the source of funds for purchases totaling \$4,534, inclusive of Class A foam, Chief's coat, and 600 feet 1 ¾ inch hose for interior firefighting. The Reimbursement Account, which is funded by 3rd party insurance reimbursements, will fund purchases of \$9800. Items to be purchased include an extrication pump and 2 lengths of high-pressure hose. The total cost includes shipping and set-up costs of \$350. Truck repairs to Engine 66, estimated to be \$1,450, and body work for Rescue 68 will be financed through the 2010 expense budget.

Cinda Morse made the motion to authorize the purchase of an extrication pump for \$4,800 and high-pressure hoses for \$4,650. Karen Mellinger seconded. The motion carried.

6. Cemetery Superintendent Appointment

Cinda Morse informed the Selectboard that the Cemetery Committee has interviewed five applicants for the position of Cemetery Committee. Cinda requested the Selectboard schedule a meeting later in the week to discuss recommendations for the positions.

7. Town Officer Appointments

Chief Joe Vadakin said he recommends appointment of a third deputy fire warden, as Todd Siclari works in town during the day - whereas other deputies are out-of-town during the day. He also recommended that someone new be in training as fire warden.

Cinda Morse made the motion to recommend to the State of Vermont the appointment of Oliver Durand as FIRE WARDEN. Karen Mellinger seconded. The motion carried unanimously.

Karen Mellinger made the motion to recommend to the State of Vermont the appointment of Paul Maitland as DEPUTY FIRE WARDEN. Bill Pennebaker seconded. The motion carried unanimously.

Karen Mellinger made the motion to recommend to the State of Vermont the appointment of Paul Maitland as DEPUTY FIRE WARDEN. Bill Pennebaker seconded. The motion carried unanimously.

Karen Mellinger made the motion to recommend to the State of Vermont the appointment of Dave McKeighan as DEPUTY FIRE WARDEN. Bill Pennebaker seconded. The motion carried unanimously.

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Cinda Morse made the motion to recommend to the State of Vermont the appointment of Todd Siclari as DEPUTY FIRE WARDEN. Bill Pennebaker seconded. The motion carried unanimously.

Karen Mellinger made the motion to appoint Rick Mattison to the Development Review Board for a 3 year term expiring April 15, 2013. Bill Pennebaker seconded. The motion carried unanimously.

Karen Mellinger made the motion to appoint David Spurr to the Planning Commission for the balance of a 3 year term expiring April 15, 2012. Bill Pennebaker seconded. The motion carried unanimously.

Craig Bruder made the motion to appoint Bhima Nitta to the Planning Commission for a 3 year term expiring April 15, 2013. Bill Pennebaker seconded.

Cinda Morse made the motion to appoint Ben Hulett as Energy Coordinator for a one year term expiring 2011. Karen Mellinger seconded. The motion carried.

Cinda Morse made the motion to appoint Barth Vander Els as Health Officer for a 3 year term expiring 2013. Craig Bruder seconded. The motion carried.

Cinda Morse made the motion to appoint Traci Mulligan as Deputy Health Officer. Karen Mellinger seconded. The motion carried unanimously.

Cinda Morse made the motion to appoint Kathy Cardiff as Service Officer for a one year term expiring April 14, 2011. Karen Mellinger seconded. The motion carried.

Karen Mellinger made the motion to appoint Ron Daniels as Road Commissioner. Craig Bruder seconded. The motion carried unanimously.

Craig Bruder made the motion to appoint Jim White as Tree Warden. Cinda Morse seconded. The motion carried unanimously.

The Cemetery Committee and Recreation Committee appointments were tabled until the next Board meeting on April 19, 2010.

8. Renz Land Donation-Waite Cemetery

The Board discussed acceptance of the 1.2 acres is subject to a clear title. Margy Becker will contact the Town Attorney to arrange for a title search.

Karen Mellinger made the motion to accept the Renz Land donation of 1.2 acres, contingent on clear title, and to approve Chair McClintock's signature on the Vermont Transfer Tax return. Craig Bruder seconded. The motion carried unanimously.

9. HHW Spring Collection – Clean Harbors Contract

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Cinda Morse made the motion to approve the Clean Harbors contract with minor modifications and to authorize Lon McClintock to sign the contract. Karen Mellinger seconded. The motion carried.

10. Annual Highway Financial Plan

Cinda Morse made the motion to accept the Annual Highways Financial Plan. Craig Bruder seconded. The motion carried.

12. Transfer Station Hours Survey

Bill Pennebaker shared the results of the survey with the Board Members. The Board discussed changing Tuesday's hours as a result of the survey.

Bill Pennebaker made the motion to change Tuesday's hours from 11:00 AM – 4:00 PM to 7:00AM – 12:00 Noon on a trial basis commencing July 1st. Craig Bruder seconded. The motion carried.

13. Broadband Survey

According to the survey and what Comcast would charge at this time it is not feasible to extend the broadband without grant monies.

Fair Point may be expanding their DSL service within East and West Shaftsbury, which would decrease the rate for cable network extension.

The Board agreed to call Alice Miller with the State of Vermont to discuss the broadband topic further. Bill Pennebaker will further discuss the fee schedule with Comcast.

14. Old Business

The Fund Balance Reserve Policy was approved at the last meeting; signatures of the Board Members were obtained.

The Selectboard Rules and Procedures were amended and approved; signatures of the Board Members were obtained.

The Denio – Deer Run- dedication has been delayed. When the deed was prepared it was found that it infringed on other property owners; they all agreed to the change and easements will be prepared for the dedication.

Craig Bruder stated he had submitted the Curbcuts Policy to Rob Daniels for approval.

Bids on the purchase price of a grader are being accepted. Financial packages will be considered. Will have results at the next meeting.

The State Park Road issue is being facilitated by Karen Mellinger; she will inform the Board of the results.

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Cinda Morse made the motion to approve a resolution of support to maintain the BCRC and BCIC and also the State Barracks. Karen Mellinger seconded. The motion carried.

15. Approval of Warrants

RETIREMENT WARRANT #38R IN THE AMOUNT OF \$126.323.

Karen Mellinger made the motion to approve RETIREMENT WARRANT #38R. Cinda Morse seconded. The motion carried unanimously

CHECK WARRANT #W37R IN THE AMOUNT OF \$103.04.

Craig Bruder made the motion to approve CHECK WARRANT #37R. Karen Mellinger seconded. The motion carried unanimously.

CHECK WARRANT #W38 IN THE AMOUNT OF \$20,088.76.

Cinda Morse made the motion to approve CHECK WARRANT #W38. Karen Mellinger seconded. The motion carried unanimously.

PAYROLL WARRANT PR#39 IN THE AMOUNT OF \$9,436.91.

Karen Mellinger made the motion to approve PAYROLL WARRANT PR#39. Cinda Morse seconded. The motion carried unanimously.

PAYROLL WARRANT PR#40 IN THE AMOUNT OF \$6,108.00.

Karen Mellinger made the motion to approve PAYROLL WARRANT PR#40. Cinda Morse seconded. The motion carried unanimously.

16. Approval of Minutes

Cinda Morse made the motion to approve Town Meeting 2010 minutes. Karen Mellinger seconded. Bill Pennebaker will speak with Judy about changes to minutes. Motion was withdrawn until April 19th Meeting.

Karen Mellinger made the motion to approve the minutes of March 15, 2010. Craig Bruder seconded. Chair McClintock requested the capitalization of the check warrants and with transfer warrants indicate where funds are transferred from. **Motion was carried.**

Karen Mellinger made the motion to approve the special meeting minutes of March 22, 2010. Cinda Morse seconded. It was noted that the word "Regular" needed to be changed to "Special" in title. Changes noted to be made on page one: "\$25 for each permit", should read "each burial permit". On the second page take out "lot sale and" leave as "cemetery deed". **The motion carried.**

17. Tentative Agenda April 19, 2010

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Items discussed included Curbcuts, Economic Committee, Potential Grants, Revised By-laws, Cemetery Committee, DRB applicants, changes to minutes policy.

18. Executive Session - Personnel

Karen Mellinger made the motion to enter Executive Session to discuss a personnel matter at 9:01PM. Cinda Morse seconded. The motion carried unanimously.

The Board exited Executive Session at 9:35PM.

Craig Bruder made the motion to appoint Ken Coonradt as Cemetery Superintendent. Bill Pennebaker seconded. The motion carried unanimously.

19. Adjournment

Craig Bruder made the motion to adjourn at 9:40PM. The motion was seconded and carried unanimously

Submitted by:
Carol MacLean

