

**Town of Shaftsbury
Selectboard Regular Meeting
Monday, May 20, 2013**

Members Present: Craig Bruder, Karen Mellinger, Kenneth Harrington, Mitch Race;
Members Absent: Carl Korman
Others Present: Margy Becker (Town Administrator), Bill Fisk (Treasurer), Phylis Porio, Art Whitman, Mary Gronning, Tom Huncharek, Barry Mayer, Mike Foley;

1. Call to Order:

Craig Bruder called the meeting to order at 6:30 p.m.

2. Conflict of Interest Statement

None stated.

2. Minutes – May 6, 2013: Approval tabled to May 20, 2013;

3. Warrants

Motion. To approve Payroll Warrant #45 in the amount of \$7,774.97. Moved by Karen Mellinger; seconded by Ken Harrington. Carried unanimously.

Motion. To approve Payroll Warrant #46 in the amount of \$6,747.48. Moved by Karen Mellinger; seconded by Mitch Race. Carried unanimously.

Motion. To approve Retirement Warrant #PR45R in the amount of \$131.39. Moved by Karen Mellinger; seconded by Ken Harrington. Carried unanimously.

Motion. To approve Check Warrant #31 in the amount of \$24,337.78. Moved by Karen Mellinger; seconded by Ken Harrington.

Ken Harrington questioned the invoice from Lauzon for plates and bushings. It is suspected this is for the Government Surplus Loader. Craig Bruder asked that a tally of all expenses associated with purchase and repairs of this piece of equipment be available at the next meeting. **Motion to approve carried unanimously.**

5. Announcements

Mitch Race announced the Historical Society's trip to Historic Deerfield on June 22nd. Tickets are \$30 for roundtrip. Contact Mitch Race if interested.

Karen Mellinger welcomed Mitch Race to his first meeting of the Selectboard.

Karen Mellinger and Joe Herrmann will attend the School Board meeting Tuesday, May 21 to discuss the Water Department invoice for water loss due to an earlier line break.

Karen Mellinger announced the Town Garage Committee meeting for Wednesday the 22nd will be cancelled. She cannot attend and the Committee is still waiting for information.

6. Public Comments

Phylis Porio announced the Lions' Pancake Breakfast to held Saturday, June 28th at 11AM at the Elementary School.

7. Battenkill Valley Health Center

Dr. Michael Welther had last spoken to the Selectboard in 2010 regarding his initiative to launch a federally-qualified community health center ("FQH"). The towns of Arlington, Sandgate, and Sunderland are medically 'under-served'. Bennington County is the only Vermont county without a community-based health center. Said centers have to provide access to all, provide mental health and dental services. The Center would be run as a non-profit, with 50% of the board members comprised of Clinic members.

The application process was started 2 years ago, but at the last minute federal funding was pulled and only one application in Vermont was approved. Dr. Welther plans to file a second application for a category of community health center similar to the 'FQH' status applied for earlier and denied.

Karen Mellinger asked how the Health Center is sustained. Dr. Welther said grant funds provide major support, in addition to extra reimbursements from Medicaid, Medicare, and reduced expenses. There is loan forgiveness for physicians who work at such centers.

Craig Bruder noted the Selectboard had provided a letter of support in 2010.

Karen Mellinger made the motion that the Selectboard provide a letter of support for the Chair's signature. Mitch Race seconded. Motion carried unanimously.

8. Treasurer's Reports

Bill Fisk presented estimated cash flow projections for the general fund, along with a review of Estimated Revenues, Expenditures, and Changes in Fund Balance as of May 15, 2013. The Treasurer's reports are in a new format, reflecting generally accepted accounting principles.

It is important to note that the FY13 budget calls for an operating deficit of \$180,020, because expenses were budgeted to exceed all revenues – inclusive of property taxes collected.

In order to compensate for this operating deficit, the budget is balanced by operating transfers IN of reserve funds in the amount of \$146,000. Additionally \$124,520 of the June 30, 2012 Fund Balance of \$320,470 is used up. The Selectboard purposefully refrained from raising taxes.

But the actual operating deficit at June 30th is projected to be less than budgeted. This is good news. It is estimated that the Town will finish the Fiscal 2013 year with approximately \$1,670,283 in revenues, which is \$72,000 more than budgeted revenues. It is estimated that expenses will total approximately \$1,736,420, or approximately \$41,546 less than budgeted expenditures.

To-date the operating deficit is projected to be approximately \$126,597 less than budgeted.

The FY13 budget calls for \$146,000 in operating transfers into the general fund from reserve funds. It is estimated that a total of \$186,000 in reserve funds will be transferred in June 30, which is \$40,000 more than budgeted.

On the expense side, all budgeted transfers from the general fund into reserve funds in the amount of \$90,500 have occurred. The general fund does not owe any funds to reserves.

Hence it is projected that the year will conclude with \$86,597 more in revenues and operating transfers in than expenditures and operating transfers out.

The Town's cash balance as of May 15, 2013 was \$379,170. The estimated cash balance as of June 30, 2013 is expected to be \$306,609, reflecting a decrease of \$72,561.

9. Howard Park

The vandalism of bleachers at Howard Park was discussed, and measures for increased security of the Park were reviewed. It was noted that Peter Cross has agreed to lock the gate in the evening. Dick Pulis will be opening the mornings

that Walter Merritt is not performing maintenance duties. Repairs needed to the Park were also discussed.

10. On-Street Parking - Cleveland and Dunham Aves.

Craig Bruder spoke about vehicle congestion on Cleveland and Dunham Avenues caused by residents parking on both sides of the streets. Vehicles have not been able drive down Dunham Avenue. There is similar concern about passage of emergency vehicles down Cleveland Avenue. Karen Mellinger noted that parked vehicles obscure children at play, and this presents a safety issue. The Parking Ordinance will be revised to enable the Town to limit parking to one side of said streets.

11. Bennington College Caterer's permit

Mitch Race made the motion to approve the Bennington College Catering Permit, which identifies the President's House as the approved location. Approval is for one year. Karen Mellinger seconded. The motion carried unanimously.

12. 2013 Tax Sales

Mitch Race made the motion to authorize the Delinquent Tax Collector to hire an attorney to begin tax sale proceedings. Ken Harrington seconded. Motion carried unanimously.

13. Bid Opening – Fuel Bids

Margy Becker opened and read aloud fuel bids from Blue Flame Gas, HL fuels/HL Propane, John Ray & Sons, Miles Lumber, Robert Greene, Inc., Suburban Propane, and West Oil. Bids will be tabulated and then discussed at the June 3rd meeting.

14. Selectboard Liaisons

The Selectboard agreed upon liaison assignments to town officials, boards, and commissions. Craig Bruder will distribute.

15. Selectboard Policies:

a. Conflict of Interest Policy: The policy just adopted by the Board is slightly at odds with the DRB Conflict of Interest policy. DRB members have asked for clarification. Karen Mellinger spoke against revising the Selectboard's policy language. The Selectboard policy is not meant to exclude people from serving, but it does require that if applicants for Boards or Commissions foresee occasional or recurring conflicts of interest due to the nature of their profession – that this fact be

disclosed to the Selectboard for consideration during the appointment process. Such an approach is transparent. Craig Bruder will follow-up with the DRB and Planning Commission.

b. Appointment Policy: Craig Bruder noted that the Board is in receipt of model language for an appointment policy. Mitch Race agreed to review said policies and draft a policy for Board consideration.

16. Town Garage Committee – Report

Karen Mellinger said the Committee has agreed to focus on redesign of the salt shed – as this seems to be the area of greatest project savings.

14. Town Administrator’s Report

Margy Becker announced the meeting of the VTrans Traffic Committee will take place on Friday, June 21st. The Town will receive formal notice shortly. The Town has petitioned the State for a lower speed limit on Rte. 7A in the Village.

The Town’s applications for re-certification of the Transfer Station and Post-Closure operations of the landfill are now with the Agency of Natural Resources for review. The Household Hazardous Waste Collection Day was successful, and the invoice is approximately \$6,000. Advertisements have been placed for the position of part-time Water Superintendent, since Joe Herrmann is retiring at the end of December. Ads for recording clerks have been circulated as well.

It was noted that the advertisement for an Administrative Assistant will be run later in June, and the job description has been adopted by the Selectboard.

15. Other Business

The Board briefly discussed the need to revisit the role of the Town Constable, now that a certified law enforcement officer has been elected. Karen Mellinger noted that the fact that Constables are elected for one year terms was a factor in the Selectboard’s decision not to provide a training budget for the Constables. But the Town does have the option to appoint its Constables. The terms of service could also be lengthened.

16. Adjournment

Motion. To adjourn the meeting. Moved by Karen Mellinger; seconded by Ken Harrington. Carried unanimously.

The meeting was adjourned at 9:20 p.m.

Respectfully submitted,
Margy Becker (Interim Recording Clerk)