

**MINUTES OF THE SHAFTSBURY SELECT BOARD
JUNE 2, 2008
COLE HALL
SHAFTSBURY, VERMONT**

Board Present: **Lon McClintock, Karen Mellinger, Cinda Morse, Bill Pennebaker, Wynn Metcalfe**
Others Present: **Ken Moriarty, Joe Vadakin (Fire Chief), Mike Taylor (Fire Dept.), Jerry Mattison (Emergency Management Director), Henri Billow (Treasurer), Rep. Alice Miller, Mike Gleason (Bennington Banner), Aaron Chrostowsky (Town Administrator), Susan Swasta (Recording Secretary)**

1. Call Meeting to Order:

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

2. Announcements:

Wynn Metcalfe thanked the Memorial Day Committee for a great job, and thanked the Garden Club for the flowers around the veterans' memorial. He thanked the Fire Department and local fire companies for their great collaboration in the recent fire, and commended Chief Joe Vadakin's letter to the editor. He thanked Jay Coonradt for an outstanding job mowing cemeteries for Memorial Day.

Chairman McClintock recognized Jim Meskun and the Veterans Committee, and thanked state and local officials for attending the Memorial Day parade. He announced dates and times of Free Metal Week, Free Tire Day, and Hazardous Waste Day.

Aaron Chrostowsky thanked the Veterans Committee for their work on flagpoles, at no cost to the Town.

3. Conflict of Interest Statement:

Chairman McClintock asked if any Board member has a conflict of interest with any topic on tonight's agenda. None did.

4. Meeting Minutes:

May 19, 2008 Select Board minutes

Cinda Morse made motion to approve May 19, 2008 minutes. Karen Mellinger seconded. Motion carried 5-0-0.

5. Warrants:

The following warrants were presented for approval:

Payroll Warrant #48: \$ 9,451.46

Ms. Morse made motion to pay PR Warrant #48. Ms. Mellinger seconded. Motion carried 5-0-0.

General Warrant AP#49: \$15,437.75 (hydrant replacement, health insurance, sheriff's patrol, diesel fuel)

Ms. Morse made motion to pay AP Warrant #49. Ms. Mellinger seconded.

Ms. Morse asked if they are able to pay this warrant with cash on hand. Mr. Chrostowsky replied that they are not. It will be paid from the \$25,000 line of credit taken out by Treasurer Henri Billow last week.

Motion to pay AP Warrant #49 carried 5-0-0.

6. Public Comments:

There were no public comments.

7. Sheriff Department Update:

Chairman McClintock stated that this will be postponed until next week because Capt. Chad Schmidt was unable to attend tonight.

8. Budget Update:

Treasurer Henri Billow reported that a \$25,000 line of credit has been taken out to meet expenses until the end of June. There is currently \$28,000 in the checking account, from which AP Warrant #49 must be paid. She expects about \$22,000 in delinquent taxes before the end of June. Ms. Billow estimated that the four weeks of payroll for June will total about \$30,000. Mr. Chrostowsky stated that he anticipates about \$6800 from other revenue sources. Expenses other than payroll will be the fire department thermal imaging camera and the sheriff patrol contract. Ms. Morse asked Mr. Chrostowsky to put together a summary of anticipated revenue and expenses and email this to Select Board members each week.

Ms. Billow noted that the state will send the education tax rebate to schools instead of to towns this year. This means that Shaftsbury will lose the \$5000 in interest it made on this money in the past, and will have to take out a tax anticipation note for the amount. Rep. Alice Miller explained that it is far less expensive for the state to do it this way, so it saves taxpayer money, The legislature also felt that it is not right for towns to make money on the education tax rebate. Ms. Mellinger stated that it would have been nice for towns to have been made aware of this change before budget season. Ms. Miller asked Ms. Billow to email her about this.

There was discussion of how large the budget deficit will be. Mr. Chrostowsky stated that the best case scenario would be \$5000, but it may be more.

9. Fire Department Update:

Fire Chief Joe Vadakin and Fireman Mike Taylor came to the table. Chief Vadakin explained his views on the fire department reserve fund. He said the fund was set up to buy fire trucks and apparatus, and when voters approve the ballot article it is with the understanding that the money will be used for this purpose. He does not see the money from the sale of the used truck to White Creek as separate from this because sales money has always gone into the reserve fund. Chief Vadakin said that if the fund is used for another purpose he is afraid this will become a habit, and endanger the careful planning for replacement of trucks on a fifteen year cycle. There was discussion of the figures and schedule for truck replacement, and of the useful life of fire trucks.

Chairman McClintock noted that the fire equipment reserve fund is a misnomer, because it is really a sinking fund approved by voters to be set aside for trucks, and must be used for that. He said that he believes they do have some discretion over the funds from equipment that is sold, and may decide that the best use is to meet the present budget problem. There was discussion of whether it is appropriate to use the fire department truck sale funds for the budget deficit, given that the department was careful with its budget in order to make sure there was money for a thermal imaging camera. Chief Vadakin stated that it is not the amount, but the principle.

Chairman McClintock stated that the motion made at the last meeting requires fire department approval to transfer the funds, so cannot be passed. In order to transfer funds using the money from the sale of the used fire truck it will be necessary to have a new motion. Chief Vadakin stated that he will respect whatever decision is made because the Board has to think about the whole town, but that it is his job to represent the fire department.

Ms. Mellinger made motion to reimburse the General Fund for the \$10,000 purchase of a thermal imaging camera, using the White Creek fire truck sale proceeds in the fire department sinking fund.

There was no second to the motion, so it was not acted upon. There was further discussion of how to handle the budget deficit. Ms. Morse suggested looking at higher health insurance deductibles that could lower premium costs. She recommended looking at highway department overtime. Chairman McClintock said that Road Foreman Ron Daniels is preparing a proposal for change in snow plowing crews. He noted that rising costs means that people will have to accept less services or more taxes.

10. Emergency Management Update:

Emergency Management Coordinator Jerry Mattison reported that he had updated response plans and shelter agreements. He is looking into holding an emergency response exercise for Shaftsbury that would involve the fire department, road crew, and Select Board. Mr. Mattison praised the fire department's response to the recent fire. He said that Chief Vadakin had contacted state emergency management on hazmat issues during the fire. Mr. Mattison reported that he had assisted Mr. Chrostowsky and the fire department in a grant for new radios, and that they had received \$8000. He also assisted in a dry hydrant grant. The Board thanked him for his services.

11. Overdue Dog Licenses:

Mr. Chrostowsky stated that the list of overdue dog licenses is ready. The next step is for the constables to make phone calls to delinquent owners, who have two weeks to respond before being issued fines by the animal control officer. He said that it typically costs about \$50 for the calls.

Ms. Mellinger made motion to authorize the constables to make phone calls on delinquent dog licenses. Ms. Morse seconded. Motion carried 5-0-0.

12. Roadside Mowing Bid Opening:

Mr. Chrostowsky opened the only bid for roadside mowing, from David Hosley. The bid amounts are \$13,400 plus \$600 fuel surcharge for mowing in two sweeps, and \$8400 plus \$400 fuel surcharge for mowing in one sweep. Ms. Morse confirmed that the \$8800 bid would cover one mowing of everything, at a depth of one mower-width.

Ms. Mellinger made motion to accept the \$8800 bid from David Hosley for one sweep of roadside mowing. Ms. Morse seconded.

Mr. Pennebaker confirmed that the Town road crew would do any special mowing on an as-needed basis.

Motion to accept the mowing bid carried 5-0-0.

13. Town Administrator's Update:

Mr. Chrostowsky reported on sidewalk project progress. The categorical exclusion has been approved. Once right-of-way permits have been received they can get the necessary easements. Ms. Mellinger stated that they have already talked to homeowners, who are on board with

easements. Mr. Chrostowsky said that the bid specifications and contract plans are being prepared, and he expects the project to go out to bid at the end of June.

Mr. Chrostowsky reported that the Town has received reimbursement for engineering work on the water system improvement project. He reported that he has received a letter from Comcast, who is willing to give a presentation on improving service. He stated that he has received a check from Vermont Preservation Trust for a historic audit. Mark Wesner will go over the audit.

14. Other Business:

Mr. Metcalfe noted that the road crew is doing a really nice job on LeClair Rd. Mr. Chrostowsky stated that the road is still closed because of a broken excavator, which is being taken care of. Chairman McClintock said that Murphy Hill Rd. is done except for stone for the ditch, that Mead Rd. is completed, and that LeClair Rd. will be completed.

Rep. Miller stated that the new state enhancement grants have come out, and although there is not as much money, there is some. The Town may want to think about writing a grant if the original sidewalk grant was not enough to cover the project. Mr. Chrostowsky replied that they are looking at a supplemental grant.

Ms. Mellinger said that they would like to schedule a Water Board meeting for next Monday at 5:30. Board members agreed.

Ms. Morse reported on progress on the Village Center designation. She said that Jim Henderson of BCRC is drafting a map to send to Montpelier.

Ms. Morse asked what is being done about the health insurance program that the Town received a check for last year. Mr. Chrostowsky replied that they did purchase some equipment with the money. They need to fill out a survey and submit a benchmark for the program (the Vermont Leader Program).

Mr. Pennebaker reported that he had attended a broadband meeting in Rutland, and that many people are interested and working on it there. He stated that he may have found someone who is interested in mowing the landfill cap.

Mr. Pennebaker reported that he has modified the methane logging equipment to measure hourly instead of constantly, so that he can establish a baseline for when they start pumping. He sent results to Buzz Surwilo of the Agency of Natural Resources.

Ms. Mellinger made motion to adjourn. Ms. Morse seconded. Motion carried 5-0-0. The meeting adjourned at 9:12 PM.

Respectfully Submitted,

Susan Swasta