

**Town of Shaftsbury
Selectboard Meeting
6:00PM
Monday, September 15, 2014
Cole Hall, 61 Buck Hill Road, Shaftsbury**

Members Present: Tim Scoggins, Mitch Race, Art Whitman, Ken Harrington, Tony Krulikowski

TA Present: David Kiernan

Others Present: Jim McGinnis, Joe Herrmann, Bill Fisk, Michael Batcher, Shelly Stiles, Terry Stacy, Bruce Lierman, Jerry Mattison

6:00PM Water Board meeting

1. Call to Order

Meeting called to order at 6:00 pm by Tim Scoggins

2. Discussion of Receivables Policy

Jim McGinnis discusses Water Board Receivables Policy and distributes to Select Board a copy of the State Disconnect Law (Uniform Water and Sewer Disconnect) and proposed Shaftsbury Water Department Collection Policy letter.

The goal is to get late payers paid up prior to next billing cycle (6 months), even if installment payments are needed.

Once someone has his/her water shut off, he/she must pay 30% of the total amount due to get water reinstated.

Tim Scoggins asks Jim McGinnis to email the documents to him and he will review them to establish the policy.

Currently, 20% of water bills are not paid on time. The goal is lower to 8–10%.

3. Report on Pumping Station

Joe Herrmann gives estimates for a pump to replace one from 1991.

The Select Board is invited to visit pumping station with Joe Herrmann to review the work that needs to be done.

This will be paid by the Water Department and is hoped to be completed this Fall.

4. Meeting adjourns at 6:37 pm

6:30PM Regular meeting1. Call to Order

Select Chair Tim Scoggins calls the meeting to order at 6:37 pm.

2. Conflict of Interest Statement

There are no conflicts of interest

3. Approval of Minutes

Motion: Tim Scoggins motions to approve the August 25, 2014 Select Board meeting minutes as amended by Tim Scoggins. Mitch Race 2nds. 4-0-0. Motion approved.

Motion: Tim Scoggins motions to accept minutes for the special meeting on September 10, 2010. Mitch Race 2nds. 4-0-0. Motion approved.

4. Announcements (including Household Hazardous Waste Day)

Mitch Race announces that the Shaftsbury Historical Society is having a Shires Historical Society gathering on Saturday, September 27 from 2 to 4 pm. Finger food and light refreshments will be served.

David Kiernan announces that Household Hazardous Waste Day will take place on Saturday, October 4 from 9 am to 1 pm at the Shaftsbury Transfer Station.

David Kiernan announces that the Recreation Committee is seeking volunteers. Some upcoming items the Recreation Committee will discuss are repairs to the buildings and replacement of tractors. Meeting will be held the 4th Monday of every month at Cole Hall.

5. Public Comments

There were no public comments.

6. Warrants

Motion: Tim Scoggins motions to accept retirement PR6R for \$56.46. Mitch Race 2nds. 4-0-0. Motion passes.

Motion: Tim Scoggins motions to accept payroll warrant in the amount of \$17, 900.84 Mitch_Race 2nds. 4-0-0. Motion passes.

Motion: Tim Scoggins motions to approve check warrant # 6 for \$119, 504.25. Mitch Race 2nds. 4-0-0. Motion passes.

7. Treasurer Bill Fisk discusses Penalty for Late Filing of Homestead Declarations

Bill Fisk asks the Select Board to approve a 3% penalty for late filing of homestead declarations.

Select Board waived penalty last year because filing was changed to an annual requirement.

The statute allows a penalty of up to 3% of the education tax.

Bill Fisk recommends the 3% penalty to get the attention of habitual known late-filers.

Motion: Tony Krulikowski motions to approve 3% penalty for late filing of homestead declarations. Ken Harrington 2nds. 4-0-0. Motion passes.

8. Road Foreman Update

A clay-type material under White Creek Road is appearing in the river and it is creating a depression in the road. Engineers have designed a method to stop destabilization of the road.

The road will be closed for one day and either a detour or Sheriffs to patrol while road is being fixed.

The state only has yellow paint available to paint lines. We need someone to paint white fog lines. This can be charged to the grant.

Reflectors on posts can also be used to guide instead of the white lines. The state does not recommend guardrails for this area.

Hiring sheriffs during construction is needed for safety.

Terry Stacy wants to expand the salt shed. We can only hold 60 tons in the current shed, which is about two storms of salt. If we run out, we may to wait 3 weeks.

Expanding the salt shed will allow us to add more salt before winter.

David Kiernan states that this will need a variance may be needed, because it is too close to the property line. This will have to go before the Development Review Board, which will probably deny it. We will put in the permit and discuss with Development Review Board at a meeting scheduled for this Wednesday night.

Terry Stacy suggests to continue stumping the landfill to have a place to store salt in an emergency situation.

Tim Scoggins is afraid to start stumping, because people will think we intend to build a garage. The town has twice rejected this.

Motion: Tim Scoggins motions to continue the process of clear-cutting the land at the Transfer Station by stumping. Tony Krulikowski 2nds, 4-1-0. Tim Scoggins opposes. Motion carries.

David Kiernan will talk to Wills Insurance to see what they recommend for an insurance study on the garage.

David Kiernan will get bids for an electrician to upgrade the lighting in the garage.

9. Appointment of New Zoning Administrator

Zoning Administrator candidate Shelly Stiles has worked with the Bennington County Conservation District for two decades. Also, she worked for the Hoosick River Watershed Association, which she left this April.

Mitch Race asks if Shelly Stiles has familiarized herself with the bylaws. She has and has found a change that should be made.

10. Hazard Mitigation Plan —Mike Batcher from BCRC to make presentation

Michael Batcher from the Bennington County Regional Commission discusses the Hazard Mitigation Plan, which is posted on the website, www.shaftsburyvt.gov.

FEMA wants to identify all potential hazards.

The advantage of these plans sets you up for future FEMA funding.

Plans are not required and there is no requirement to implement them.

We ask FEMA for review of the plan and approval before the Town adopts it.

Michael Batcher asks that the Select Board read and review the plan and come back to next meeting ready to approve to send to FEMA for review.

Hard copies of the Hazard Mitigation Plan are available at Town Hall for anyone who wants.

11. Western New England Bike Path (Bruce Lierman)

Bruce Lierman explains the Western New England Bike Path, which goes from the Canadian border to Norwalk, CT.

The value is an increase in bicycle tourism.

Route in Shaftsbury is up Maple Hill Road to East Road in Bennington.

To get bike route designation, 3 things are needed:

1. Designated route and cue sheets, which the group has and the State of Vermont has approved.
2. Letter of support from Town that states that the Select Board thinks this is a good idea and that Town would allow group to post signs.
3. Signed resolution.

Bruce Lierman distributes draft of Resolution to the Select Board members.

Tim Scoggins and board agree to read the resolution and discuss this at the next meeting.

12. North Bennington Tax Appeal

The history of the situation is that in the process of digitizing tax maps, it was found that Water Department property is not taxed. The land was taxed until the 1960s. The listers approached the state about the situation, the state showed a statute that showed this area “shall be taxed.”

North Bennington continues to argue that this should not be taxed. The tax appeal to the Board of Civil Authorities was filed late. The Board of Civil Authorities met to determine if it should be accepted. The statute did not allow an excuse for being late. Unless we hear from North Bennington again, we assume they will pay their bill.

13. Community Solar Project —Landfill Site

Tim Scoggins has received emails from Sovereign Solar regarding the solar project on the landfill cap.

The discount has been lowered from 10% to 5%.

Sovereign also discussed a community project, in which solar would be sold to individual customers.

A similar pitch is being made to SVSU (the school district).

Motion: Tim Scoggins motions that the Select Board resolve that they are not in favor of pursuing the solar project at the landfill cap at this time. Tony Krulikowski 2nds. 4-0-0. Motion passes.

14. Vacation Policy

David Kiernan recommends to convert the use of days to the use of hours.

Instead of 10 days of vacation time per year, vacation time would be 80 hours per year.

Also, “end of year” should be end of fiscal year, rather than December.

Motion: Mitch Race motions to amend Personnel Policy 2014-08-09 Vacation Changes. Art Whitman 2nds. 4-0-0. Motion passes

15. Scale for Landfill — Purchase new scale
Current scale was disabled in an electrical storm.

The rate for service for our current provider is three times more than Scale Supply. We will purchase a new scale from Scale Supply near Albany, NY.

We should be able to sell the old scale.

16. Truck Financing Bids

David Kiernan gives the Select Board a spreadsheet of bids for the new truck with different options on length of lease and percentage rates.

David Kiernan recommends to Board the five-year, tax-exempt lease.

Motion: Mitch Race motions to accept the tax-exempt truck lease for a period of five years. Ken Harrington 2nds. 4-0-0. Motion passes.

17. Agreement for Town to Take Responsibility for Catch Drainage

We are getting an easement from Trevor Mance for his property at the corner of 7A and Church Street.

Paperwork will be sent to attorney for review.

18. Grand List Errors and Omissions

One property had a reduction in acreage. It was 15 acres and was reduced to 8.41 acres. Land was wet land. It was a \$ 76.46 reduction.

Select Board is asked to sign off on this correction to the Grand List.

Mitch Race asks if the Town is liable to reimburse.

Tim Scoggins states that they (property owners) would appeal to the BCA (Board of Civil Authority).

Mitch Race would like to see a list of all errors that the Listers have found.

Jim Boyle or Larry (Johnson) will be invited to come to an upcoming meeting to answer questions.

Motion: Tim Scoggins motions the Select Board to accept and correct the error as indicated in memo from Listers to the Select Board dated September 4, 2012 regarding the change of the property at 1197 Route 7A (The Stone House; Parcel # 15-20-22) in acreage from 15 acres to 8.41 acres. Art Whitman 2nds. 4-0-0. Motion passes.

Select Board signs document.

19. Town Administrator's Report

a. Letter to State appointing liaison to Sidewalk Grant Project

The Select Board will write a letter to the State stating that David Kiernan is now the principal contact for the Sidewalk Grant Project

b. Electrical Lighting update

Select Board to sign agreement to start the process of assessing street lights
The cost will lead to savings in electrical lighting.

Motion: Tim Scoggins asks permission from the Board to work with Vermont Efficiency to replace current street lights with energy-efficient street lights.
Tony Krulikowski 2nds. 4-0-0. Motion passes.

20. Town Administrator's Report

- a. Letter to the State appointing Liaison to Sidewalk Grant Program
The State requires a letter from the Select Board that David Kiernan is now the principal contact for the Sidewalk Grant Program
- b. Cole Hall roof
A crane is needed to fix 28 pieces of the roof. Price has doubled to under \$3,000.
Doxsee is doing the work.
Delete item c
- c. New computers
The Town Clerk is getting a new computer and several others will be replaced

21. Other Business

On September 24, from 4 to 6pm: Bennington County Solid Waste Planning Meeting will be held at CCV Room 180, 324 Main St., Bennington.

22. Review of Action Items

- Joe Herrmann and Jim McGinnis will schedule visit with Tim Scoggins to Twitchell Hill pumping station to review needed repairs
- David Kiernan will find White Creek line painter
- David Kiernan will apply to Development Review Board for salt shed.
Preliminary talks will occur on Wednesday.
- Select Board will read Hazard Mitigation Plan to prepare to approve next meeting
- Tim Scoggins and David Kiernan will work on filling in the blanks on bicycle resolution.
- David Kiernan will get with Listers to advise on changes.

23. Executive Session for Appointment and Personnel

Motion: Tim Scoggins moved for the Board to go into Executive Session at 8:53 pm.

24. Adjournment

Meeting adjourned at 9:05 pm