

**MINUTES OF THE SHAFTSBURY SELECT BOARD
SEPTEMBER 17, 2007
COLE HALL
SHAFTSBURY, VERMONT**

Board Present: **Wynn Metcalfe, Chairman, Bill Pennebaker, Karen Mellinger, Cinda Morse, Lon McClintock**

Board Absent: **None**

Others Present: **Mike Gleason (Bennington Banner), Oliver Durand, Joe Herrmann, Barry Mayer, Alice Miller, Tony Zazzaro, Aaron Chrostowsky (Town Administrator)**

1. Call Meeting to Order:

Chairman Wynn Metcalfe called the meeting to order at 7:00 PM. He asked if any Board member needed to recuse himself or herself from discussion of any topic on tonight's agenda. None did.

2. Minutes:

September 10, 2007 Select Board minutes

Cinda Morse made motion to approve the September 10, 2007 minutes. Bill Pennebaker seconded.

Motion to approve September 10 minutes as amended carried 4-0-1.

3. Warrants:

The following warrants were presented for approval:

Ms. Morse made motion to pay warrants. Lon McClintock seconded. Motion carried 5-0-0.

Chairman Metcalfe thanked the Economic Development Commission for updating the "Welcome to Shaftsbury Brochure and Map." It looks wonderful.

4. Public Comments:

Oliver Durand expressed concern over the Town's proposed changes to Peter's flat. He felt that a four way stop is unnecessary and enforcement is to issue.

Ken Moriarity from Myers Road expressed concern about the safety of the intersection at Peter's flat, since speeding is a problem. He suggested that stop signs would go along way to slow down speeding.

5. Sidewalk:

Lisa Murdock from ESPC explained the project to the community and board members present. She explained that the project would begin on VT Route 7A just beyond Ledgeley Road. The sidewalks would be five feet wide with a six inch curbing. The sidewalk must allow for an 11 foot travel lane and four foot shoulder on Route 7A. An archeological study was completed because federal funds were used.

Ms. Murdock explained that we don't have to move the chain link fence. She stated that there was no need to move Cleveland Avenue; it has an adequate turning radius onto Route 7A.

Temporary construction easements should be gathered from homeowners in the project area. She suggested sending a letter inviting them to review the plans and attend the next public

information session.

Ms. Murdock stated that there is very little cost differential between Granite versus concrete curbing and the same for asphalt and concrete sidewalks.

Mr. McClintock expressed some concern over accessibility issues regarding the sidewalk. The sidewalk will be ADA compliant and have ramps at the intersection of Cleveland Avenue and Route 7A, medical center crosswalk, Route 7A crosswalk at Ledgely Drive and on Cleveland near Holliday Drive.

Mr. Chrostowsky asked for a list of materials need for the project, so that I may begin searching for surplus material.

Ms. Murduck stated that typically these projects don't require local permitting and she didn't foresee any show stoppers that would prevent this project being completed by this time next year.

Oliver Durand expressed concern over moving the wrought iron fence.

Rep. Miller understands the complexity of such a project and looks forward towards its completion.

6. Zoning Administrator Job Description:

Mr. McClintock explained that several changes to the job description have been made since we last looked at it. He thanked everyone who was involved in the process.

Ms. Mellinger made motion to adopt the Zoning Administrator Job Description as amended. Mr. Pennebaker seconded. Motion carried 5-0-0.

Mr. McClintock will email the board a copy of the final draft.

7. Request for Financial Assistance:

It was determined that the Board needed more information to make a decision regarding this case. Ms. Mellinger and Barry Mayer (Trustee of Public Funds) will meet to gather more information needed for the next Selectboard meeting.

8. Other Business:

Mr. Metcalfe read the Bennington County Road Commission decision regarding the Townline Road Gulley matter. The County Road Commission decided in the Town's favor.

Ms. Mellinger asked if the Town is planning to apply for the Ancient Roads Grant and Municipal Education Grant. Mr. Chrostowsky stated that Ancient Roads Committee has a copy of the grant application and is intending to apply for the grant. For the Municipal Education Grant, Mr. Chrostowsky stated that the Town cannot apply for another Municipal Education Grant for a year, since we already received one this year.

Ms. Morse asked Mr. Pennebaker the status of the letter of Heindel and Noyes. Mr. Pennebaker stated he will send around a draft this week.

Ms. Morse asked to be added the Ancient Road Committees email distribution list.

Mr. McClintock asked to discuss a personnel matter regarding the highway department and town administrator. The Board agreed this should handled in executive session.

9. Executive Session: Personnel:

Mr. McClintock made motion to go into Executive Session for a personnel matter. Ms. Morse seconded. Motion carried 5-0-0.

Meeting adjourned at 9:00 PM.

**Respectfully Submitted,
Aaron Chrostowsky**