

SHAFTSBURY SELECTBOARD
REGULAR MEETING
SEPTEMBER 6, 2011
MINUTES

ATTENDING: **Board Members present:** Lon McClintock, Karen Mellinger, Bill Pennebaker, Craig Bruder, Carl Korman. Town Officials: Margy Becker, Town Administrator; Henrietta Billow, Treasurer; Terry Stacy, Road Foreman.

1. Call to Order

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

2. Announcements

Chair McClintock announced there was a Water Board meeting at 6:00p.m. to discuss a billing issue and an update on the water system was reported by the Water Superintendent, Joe Herrmann. Chair McClintock stated he was proud of everyone who responding to the emergencies created by tropical storm Irene. Residents with storm damages can call FEMA at 800-621-3362. FEMA will assist communities with reimbursements for machines, labor, and contractors with a loss of \$30,000 or more.

The residents' petition for a moratorium on composting by-laws meeting is set for September 12th. The public hearing is set for September 22nd at 7 p.m. at Cole Hall.

Craig Bruder thanked the emergency staff for their hard work. Craig thanked the committees involved with the 250th celebration.

Karen Mellinger thanked all the departments and contractors that responded to the emergencies created by the storm.

Bill Pennebaker thanked everyone for their quick response during the storm.

Margy Becker announced there will be a hazardous waste day October 1st for households.

Small contractors are exempt unless prior arrangements are made with the Town Administrator or Clean Harbour.

3. Public Comments

No comments made

4. Conflict of Interest Statement

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

5. 2011-2012 Tax Rate

Henri Billow, Town Treasurer, informed the Board that the Grand List has changed and because of this the tax rate has to be reset to .3231 instead of the .3150 set at the last meeting.

Carl Korman made the motion to rescind the .3150 tax rate previously set. Craig Bruder seconded. Motion carried unanimously. Carl Korman made the motion to set the tax rate at .3231. Craig Bruder seconded. Motion carried unanimously.

Henri Billow announced that the first payment of \$27,000 at 2.25% per annum for a Current Expense Note for air packs for the firemen is due in September.

Karen Mellinger made the motion to approve Current Expense note in the amount of \$27,000. Bill Pennebaker seconded. Motion carried unanimously. Craig Bruder made the motion to approve Resolution for Current Expense Borrowing. Carl Korman seconded. Motion carried unanimously. Craig Bruder made the motion to approve a Non-Arbitrage Certificate for Current Expense Borrowing. Carl Korman seconded. Motion carried unanimously.

6. Tropical Storm Irene

Road Foreman, Terry Stacy, reported on the tropical storm response. Crew members were being called in by 11:00a.m. Sunday to Granger Hollow, by noon all crew members were working covering areas on Reservoir Road, lower East Road, and Cider Mill Road. Daily's helped by supplying materials and machinery. Terry Stacy informed the Board that more Road Closed signs are needed. Roads have been regraded; the culvert at Cider Mill has been made bigger and ditches dug on both sides of roads. A drain on Myers Road was unclogged. The State will be informed of work in rivers and streams.

The Town Administrator reported on the Fire House repairs. The roof was leaking; water got into the breaker box, damage was done to walls, ceiling, and electrical outlets. A tarp has been put on the roof as a temporary fix. The walls have been opened up to avoid mold and new insulation is needed. The Town is waiting for an appraisal. Some damage will be covered by FEMA; it is unsure what is covered by insurance.

7. Highway Foreman Reports

Road Foreman Terry Stacy asked that the Paran Road project be postponed until Spring, with a public notice informing residents of the change. Terry reported that Shaftsbury Hollow is in good shape; the road has been widened and a culvert is going in. Airport Road has been ditched and trees removed. The paving project will proceed as scheduled.

Carl Korman asked if the residents on Paran Road can be informed directly about the change in the road work. He asked if the worst part of the road could be repaired without causing problems. Terry Stacy said it was possible as long as materials are available.

The Town as received 13 applicants for the highway crew vacancy. The Board and Terry Stacy discussed if the position should be seasonal or full time.

Terry Stacy discussed the selling of top soil with the Board. He will present the Board with a plan for the sale of top soil.

8. Job Description for Apprentice Road Crew

Changes made to the job description as follows: substitute "entry-level" for "apprentice", under heading Knowledge, skills, abilities and credentials; item #3 change "capable of making to the ability" to "make"; item #4 delete "possess"; item #5 delete "possession of"; item #6 delete "have"; item #7 delete "possess"; item #8 delete "holding". Under heading Duties and responsibilities item #7 delete "learn to", change "through training" to "after training". Item #11 delete "learn to", add "after training by a qualified road crew personnel".

Karen Mellinger made the motion to approve the entry-level road crew position with amendments. Carl Korman seconded. Motion carried unanimously.

9. FY12 Budget Process

Margy Becker and Lon McClintock will meet to put together a budget for discussion purposes. All department heads will be asked to present a budget for FY12 by the end of September.

10. Listers-Copy Fees: Tabled

11. Town Administrator Report

Margy Becker reported that a letter was received from James Serrao concerning an inspection of his property regarding water supply and wastewater. The letter stated that the Tatro's well isolation zone encroaches on Serrao's wastewater isolation zone.

Sullivan and Powers is waiting for reports, so they can assist the Treasurer in the generation of modified accrual fiscal 2011 year-end reports.

The State's program for electronic waste is in place. The Town has informed the State it will not be participating in the e-waste recycle program until further discussions have occurred with TAM. Board members or the Environmental Issues Committee will meet with TAM to decide further details of the program.

Environmental issues need to be discussed before the budget is set.

12. Other Business

The residents' petition for a moratorium on composting by-laws meeting is set for September 12th. The public hearing is set for September 22nd at 7 p.m. at Cole Hall.

13. Approval of Minutes

Tabled

14. Approval of Warrants

RETIREMENT WARRANT #W10R IN THE AMOUNT OF \$132.40.

Craig Bruder made the motion to approve retirement warrant #W10R in the amount of \$132.40. Karen Mellinger seconded. Motion carried unanimously.

PAYROLL WARRANT PR#9 IN THE AMOUNT OF \$6168.70.

Bill Pennebaker made the motion to approve payroll warrant PR#9 in the amount of \$6168.70. Karen Mellinger seconded. Motion carried unanimously.

CHECK WARRANT #W10 IN THE AMOUNT OF \$103,994.89.

Karen Mellinger made the motion to approve check warrant #W10 in the amount of \$103,994.89. Bill Pennebaker seconded. Motion carried unanimously.

15. Executive Session-Personnel

Craig Bruder made the motion to enter executive session at 9:24 p.m. Bill Pennebaker seconded. Motion carried unanimously.

16. Adjournment

Karen Mellinger made the motion to adjourn at 10:27p.m. Bill Pennebaker seconded. Motion carried unanimously.

Submitted by
Carol MacLean