

MINUTES OF THE SHAFTSBURY SELECT BOARD
FEBRUARY 2, 2009
COLE HALL
SHAFTSBURY, VERMONT

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

Others Present: Larry Johnson, 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 7:01 PM.

2. Announcements:

Wynn Metcalfe asked that the Select Board observe a moment of silence in memory of Shaftsbury resident Tony Mazzola. They did so.

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. Public Comments:

There were no public comments.

5. Census 2010:

Aaron Chrostowsky stated that the meeting with Census representative Jim Gunn had been rescheduled for today, but that Mr. Gunn had not shown up. Karen Mellinger noted that the state will be hiring 800 census takers, and that these are fairly well-paying jobs. She said they will get more particulars on the jobs.

6. Budget Notes and Presentation:

Cinda Morse said that she had thought they would get the notes before the meeting, so that they could read them. It was agreed that Mr. Chrostowsky will email electronic copies to Board members, who will have comments in by Wednesday.

7. Select Board Report:

The Select Board report will also be emailed to Board members for comments.

8. Winter Maintenance Budget Review:

Chairman McClintock stated that there had been just a little highway overtime at the end of January. Board members agreed that the road crew and foreman are, once again, to be commended for doing a terrific job and staying on budget.

9. Deficit Reduction Planning for Fiscal Year 2008-09::

Chairman McClintock said that he has one item concerning last year's deficit. Under the former cash accounting

method, the projected deficit was \$63,842. Under the new accrual method, it has been adjusted to \$59,600. As a result, \$4,242 will not have to be raised in taxes.

Mr. Chrostowsky asked that changes to this years budget be ratified, so that he can get a letter out to department heads. Chairman McClintock listed the following budget changes:

1. line 33 Professional services \$1000
2. line 75 Reappraisal \$10,000
3. line 102 Select Board stipend \$1500
4. line 109 Office equipment \$1000
5. line 133 Tree Warden (maintenance and removal) \$1000
6. line 164 Fire department insurance \$1500
7. line 165 Fire Department equipment fund \$4000
8. line 98 Highway department overtime \$5000
9. line 208 Calcium chloride \$15,000
10. line 209 Highway department subcontractor costs \$2000
11. line 261 Truck lease payment \$1509
12. line 295 Landfill subcontractor costs \$4000
13. line 307 Landfill capping debt service \$1500

Reductions will total \$29,009.

Mr. Morse made motion to approve the listed \$29,009 in budget deficit reduction cuts.. Ms. Mellinger seconded.

Chairman McClintock noted that the cuts have been made in stages over the last few weeks, and this is just a comprehensive list.

Motion carried 5-0-0.

10. Dog License Fee Increase:

Chairman McClintock stated that they will hold off on this until the next meeting. They will need to figure out how much of an increase will be needed in license fees to cover the \$7,100 animal control budget.

11. Sidewalk Update:

Ms. Mellinger reported that she had a conversation with Theresa Gilman from the state concerning the inspection agreement. Ms. Gilman had said that they don't anticipate any costs will be incurred, but this covers the state in case a contractor does something that is not up to state standards. Board members suggested that wording be added to contracts requiring that work be up to state standards.

Ms. Mellinger noted that Nelson Blanchard will be handling project oversight for the state. She said they don't need to approve the inspection agreement tonight. She stated that they are currently trying to come up with a curb cut design for a resident who needs handicapped access. The state will give them a letter of intent on this so that they can go out to bid. She hopes it will go out to bid in March.

7. Select Board Report (cont'd):

Chairman McClintock said that they need to decide how they will handle the presentation at Town Meeting. He suggested having several different Board members participate in the presentation. Ms. Morse stated that in the past they have pretty strongly favored having one person do the presentation because it is clearer and more concise. Mr. Pennebaker agreed. Ms. Mellinger said she has heard mixed comments on past presentations, but thinks it should be concise. She noted that they usually talk about future plans, which doesn't seem appropriate this year. Mr. Chrostowsky said they could talk about some progress on Cole Hall.

Chairman McClintock said that the budget is the biggest piece, but they should also identify a couple of priorities. Advance planning is necessary to take advantage of any Federal stimulus money. Ms. Morse said that in the past they have all worked together to edit the Power Point presentation. Mr. Pennebaker noted that they do have some reserve funds for things like Cole Hall, and they may be able to get good prices right now. It was agreed to work on the presentation at next week's meeting, although Chairman McClintock will not be present at that meeting. Mr. Chrostowsky will prepare a draft.

12. Review and Approve Meeting Minutes:

January 19, 2009 Select Board minutes

Mr. Morse made motion to approve January 19 minutes. Ms. Mellinger seconded.

The following corrections to the January 19, 2009 minutes were requested:

On page 1, in the heading, "2008" is changed to "2009."

On page 1, under item 1 (Budget Work Session), in fifth paragraph, last sentence is changed:

Chairman McClintock said that he expects to receive 85% of the \$154,000 in state funds due to the Town.

Motion to approve January 19, 2009 minutes as amended carried 5-0-0.

January 26, 2009 Select Board minutes

Mr. Morse made motion to approve January 26 minutes. Mr. Pennebaker seconded.

The following corrections to the January 19, 2009 minutes were requested:

On page 1, in the heading, "2008" is changed to "2009."

On page 2, under item 1 (Budget Work Session), in the motion, "allocations" is changed to "appropriations" in both instances.

Motion to approve January 26, 2009 minutes as amended carried 5-0-0.

13. Review and Approve Warrants:

The following warrants were presented for approval:

Warrant #30: \$31,046.00 (North Bennington water)

Ms. Morse made motion to pay Warrant #30. Ms. Mellinger seconded.

Ms. Morse asked how they are doing in terms of water bill collection. Ms. Mellinger said there are delinquencies amounting to \$12,000-\$15,000. This warrant is covered.

Motion to pay Warrant #30 carried 5-0-0.

Retirement Warrant #31R: \$185.02

Ms. Morse made motion to pay Retirement Warrant #31R. Ms. Mellinger seconded. Motion carried 5-0-0.

Retirement Warrant #30R: \$236.05

Ms. Morse made motion to pay Retirement Warrant #30R. Ms. Mellinger seconded. Motion carried 5-0-0.

Payroll Warrant PR#31: \$10,398.51

Ms. Morse made motion to pay PR Warrant #31. Ms. Mellinger seconded. Motion carried 5-0-0.

General Warrant AP#32: \$15,682.43 (sand, health insurance)

Ms. Morse made motion to pay AP Warrant #32. Ms. Mellinger seconded. Motion carried 5-0-0.

14. Other Business:

Ms. Mellinger asked Mr. Chrostowsky if he has made adjustments in employee deductions based on the new health insurance policy. He replied that he has not because an insurance representative will be coming down this week to speak with the road crew on flexible spending accounts (FSA's). He will make the adjustments after this.

Mr. Metcalfe said that he will meet with the county forester and the new owner of Thompson's Garage concerning planting some trees.

Ms. Morse said that she had thought they would have information on fire department insurance reimbursements this week. This will be on the agenda for next week.

Ms. Morse reported that the Economic Development Committee met with Peckham on the gravel study. They will come back to the Select Board with a recommendation. She also reported that Mr. Pennebaker gave the EDC a presentation on broadband, and they agree with the need for a survey.

Mr. Pennebaker reported that he talked to Buzz Surwillo of the Agency of Natural Resources, and they agreed to reduce pumping speed of the methane remediation system. The system is working well.

Mr. Chrostowsky thanked Board members for meeting on Saturday to go over the Town Meeting warning. It is ready to go.

Chairman McClintock asked if the Town Administrator job announcements have been appearing in the papers. Mr. Chrostowsky replied that they have. He would like to extend the ads another week to try to get more applications. There are six or seven now.

Chairman McClintock announced that the Town received a \$7,000 historic preservation grant. This requires a 50/50 match, so they will need to decide what work to do for \$14,000.

Ms. Morse made motion to adjourn. Ms. Mellinger seconded.

The meeting adjourned at 8:15 PM.

Respectfully Submitted,

Susan Swasta