

**MINUTES OF THE SHAFTSBURY SELECT BOARD
AUGUST 3, 2009
COLE HALL
SHAFTSBURY, VERMONT**

Board Present: Lon McClintock (Chairman), Bill Pennebaker, Cinda Morse

Absent: Karen Mellinger, Wynn Metcalfe

(Others Present: Margaret Becker (Town Administrator), Susan Swasta (Recording Secretary), Larry Johnson (Lister); Erik Sandblom, ESPC Engineering Consultants (Design P.E. – Sidewalk Project)

1. Call Meeting to Order:

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

2. Announcements: There were none.

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:

Wynn Metcalfe thanked the volunteers on the Street Dance Committee for a great Street Dance.

5. Financial Reports:

After brief discussions it was agreed that monthly budget reports will take place the second meeting of the month, and that reports will be transmitted to Committee members 10 days in advance.

6. Public Hearing: Sidewalk Extension

Lon McClintock convened the 7PM public hearing.

Erik Sandblom, P.E. spoke briefly regarding the plans to extend the construction of new sidewalk up Rte. 7A to the property line with Thompson's garage. The construction bid came lower than anticipated, hence funds are being leveraged to include another 700± of sidewalk and curbing. The existing skinny asphalt sidewalk will be replaced with new concrete sidewalk. Bill Pennebaker asked whether the DRB needed to review the project extension. Margy Becker will follow-up with Tony Zazzaro, Zoning Administrator to request a hearing.

Hearing no further public comments, the Chair closed the public hearing at 7:25PM.

7. ESPC Design Services Contract Amendments 4 & 5 – Sidewalk Project

Erik Sandblom spoke of the need to amend the existing contract for design services for increased compensation totaling \$3,138 for a total contract amount of \$32,589 in order to provide design services throughout construction and close-out of the original project. Erik Sandblom explained that his firm had provided additional services to the Town during the months without a Town Administrator.

Cinda Morse made the MOTION to approve contract amendment #4 in the amount of \$3,138. Bill Pennebaker seconded. The MOTION carried.

Mr. Sandblom then spoke of the additional design services that will be needed for the sidewalk extension phase. After brief discussions Cinda Morse made the MOTION to approve contract amendment #5 in the amount of \$5,260 to bring the total contract amount to \$37,849. Bill Pennebaker seconded. The MOTION carried.

The Chair signed the two contract amendments on behalf of the Selectboard. Cinda Morse asked that the Sidewalk Committee consult the guidelines for Village Center designations – prior to designing the next phase of sidewalk construction around the corner onto Church Street.

8. Myers Road Project – Status

Bill Pennebaker said he had visited the project site with Jeff Mast. There is a culvert at the bottom of the hill. Jeff Mast will ask the State to clean out the culvert. Lon McClintock said the road crew's approach to the project has solidified. The road will not be straightened – rather the existing alignment will be maintained. Mr. McClintock stated he did not see the proposed improvements as a way to encourage speeding or increased traffic. The pull-offs will be restored. Aesthetics will be taken into consideration during construction activities, to the extent that is feasible for public safety.

9. Curbcuts – general discussion

A general discussion of curb cuts and the problems created by poorly constructed driveways ensued. It was agreed that the Selectboard would hold discussions regarding policies for curb cut approvals at its next meeting on August 17th.

10. Next Meeting:

It was agreed the Selectboard will not meet Labor Day, September 7th. It will meet in regular session on Monday, August 31st at 7:00PM.

11. Miscellaneous Business:

Cinda Morse made the MOTION to cast the ballot for 3 directors for CATV. Bill Pennebaker seconded. The MOTION carried.

12. Minutes:

July 6, 2009 minutes

Cinda Morse made the MOTION to approve the minutes of July 6, 2009. Bill Pennebaker seconded. The MOTION carried.

July 20, 2009 minutes

Cinda Morse made the MOTION to approve the minutes of July 20, 2009 with the following correction: that the correct date of the Street Dance read "August 1st instead of August 14th". Bill Pennebaker seconded. The MOTION carried.

13. Warrants:

The following warrants were presented for approval:

Payroll Warrant PR#1: \$6,217.81

Ms. Morse made the motion to pay Payroll Warrant PR#1. Mr. Pennebaker seconded. Motion carried 3-0-0.

Payroll Warrant PR#2: \$8,127.24

Ms. Morse made the motion to pay Payroll Warrant PR#2. Mr. Pennebaker seconded. Motion carried 3-0-0.

Payroll Warrant PR#3: \$6,087.40

Ms. Morse made the motion to pay Payroll Warrant PR#3. Mr. Pennebaker seconded. Motion carried 3-0-0.

Payroll Warrant PR#4: \$6,773.17

Ms. Morse made the motion to pay Payroll Warrant PR#4. Mr. Pennebaker seconded. Motion carried 3-0-0.

Payroll Warrant PR#5: \$9,041.93

Ms. Morse made the motion to pay Payroll Warrant PR#5. Mr. Pennebaker seconded. Motion carried 3-0-0.

Check Warrant #W3: \$1,146.00

Ms. Morse made the motion to pay Check Warrant #W3. Mr. Pennebaker seconded. Motion carried 3-0-0.

Check Warrant #W4: \$51,731.16

Ms. Morse made the motion to pay Check Warrant #W4. Mr. Pennebaker seconded. Motion carried 3-0-0. (Utilities, computer (Treasurer), pre-buy payments to Haskins Fuel Services, Truck Lease payment (\$22,985.72), water project easements (5 @ \$1,000 each).

Transfer Warrant	\$12,918.78
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Ms. Morse made the motion to approve Transfer Warrants in the amount of \$12,918.78. Bill Pennebaker seconded. The MOTION carried.

14. Adjournment

Lon McClintock made motion to adjourn at 8:40PM. Cinda Morse seconded. The Motion carried 3-0-0.

The meeting adjourned at 8:40 PM.

Respectfully Submitted,
Margy Becker