

SHAFTSBURY SELECTBOARD
REGULAR MEETING
January 17, 2011
MINUTES

ATTENDING: **Board Members present:** Lon McClintock, Karen Mellinger, Bill Pennebaker, Craig Bruder, Cinda Morse; Town Officials: Margy Becker, Town Administrator.

1. Call to Order

Chairman McClintock called the meeting to order at 7:10pm.

2. Announcements

Chair McClintock informed the Board of the catastrophic house fire on 7A at the Kosche's residents. Our thoughts and prayers go out to family and friends. Chair McClintock expressed his appreciation to all the Fire Departments on the scene.

Margy Becker informed the Board that thank you notes from the non-profit organizations have been received.

A *FEMA* informational meeting will be held January 19th from 1-3 and 7-9pm.

A meeting for the Shires-By-Way will be held on January 21st.

A meeting to discuss new departmental rules for environmental ticketing will be held on February 2nd at 6:30pm in Rutland.

The Road Crew was thanked for their hard work during the storms.

3. 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.

4. Public Comments

No comments made.

5. 2012 Budget Adoption

The Board discussed the 2012 budget and discussed whether taxes would remain the same or decrease. The decision was made to leave the taxes the same and use the funds toward facilities improvements for Cole Hall and the Town Garage.

There will be a 2.8% increase in the 2012 budget over the 2011 budget.

Cinda Morse made the motion to approve the budget to present at the Town Meeting. Craig Bruder seconded. Motion carried 5-0.

6. Single Audit Engagement Letter

There is an extensive *to-do-list* for Margy Becker and Henri Bellow to prepare for the audit; the date given for its completion was January 15, 2011. Margy Becker will call to change that to February 15, 2011.

Karen Mellinger made the motion to approve the contract letter with Sullivan and Powers with the change for the *to-do-list* from January 15, 2011 to February 15, 2011. Cinda Morse seconded. Motion carried 5-0.

7. 2011 Appointments

All vacancies and positions will be made public by February 21, 2011. A informational meeting about appointments will be held on February 21st.

8. Winter Parking Ordinance (second reading)

Sub-section 6B was deleted in the ordinance. The third reading will be at the Select Board agenda's next meeting.

9. Dog Ordinance Amendment

Sub-section 4C was amended to read that owners are responsible for cleaning up after dogs on sidewalks, parks, and right of ways. This is not applicable on rural roads. Any law enforcement agency can ticket violators. The second reading will be at the next Board Meeting.

10. Annual Bridge/Weight Limit Report

There are no bridges with specified weight limits.

11. Town Administrator Report

The Town Administrator reported she is carefully considering administrative staff needs.

The Administrator and Treasurer are busy getting ready for the independent audit.

Health care cards are an improvement; there is no more short-term out of pocket money.

The town report is moving along.

The WIFI weak signal to the garage needs to be addressed.

Traci Mulligan requested an outline of procedures on issuing dog fines. Lon McClintock will contact the Town Lawyer on this matter.

Zoning laws have been enforced at Brownell's and the settlement agreement implemented.

Margy Becker will contact the Zoning Administrator to insure inspections at Brownell's in the future.

Rick Stratton has completed work on the boiler to comply with the insurance inspection.

Personnel Policies will be on the agenda after the Town Meeting.

12. Other Business

Rick Mattison turned in his resignation from the Development Review Board effective January 5th.

Karen Mellinger made the motion to accept Rick Mattison's resignation from the DRB. Cinda Morse seconded. Motion carried unanimously.

Cinda Morse announced that she would not be attending the next two Board Meetings.

Craig Bruder reminded the public that it is illegal to plow into a public right-away.

Chair McClintock announced that there will be a meeting Monday, January 24th at 6pm.

13. Minutes

Karen Mellinger made the motion to approve minutes for January 3, 2011. Cinda Morse seconded. Motion carried unanimously.

14. Warrants

PAYROLL WARRANT PR#28 IN THE AMOUNT OF \$7130.99.

Cinda Morse made the motion to approve payroll warrant PR#28 in the amount of \$7130.99. Karen Mellinger seconded. Motion carried unanimously

PAYROLL WARRANT PR#27 IN THE AMOUNT OF \$9127.39.

Cinda Morse made the motion to approve payroll warrant PR#27 in the amount of \$9127.39. Karen Mellinger seconded. Motion carried unanimously.

CHECK WARRANT #W28 IN THE AMOUNT OF \$57,655.16.

Karen Mellinger made the motion to approve check warrant #W28 in the amount of \$57,655.16. Bill Pennebaker seconded. Motion carried unanimously.

RETIREMENT WARRANT #W28R IN THE AMOUNT OF \$84.81.

Cinda Morse made the motion to approve retirement warrant #W28R in the amount of \$84.81. Motion carried unanimously.

15. Adjournment

Meeting adjourned at 8:50pm.

Submitted by
Carol MacLean

