

**Town of Shaftsbury
Selectboard Meeting
6:30 PM Selectboard
Monday, July 20, 2015
Cole Hall, 61 Buck Hill Road, Shaftsbury**

SUBJECT TO APPROVAL

6:30PM Regular meeting

**Selectboard Members Present: Tim Scoggins (Chair), Mitch Race, Art Whitman, Ken Harrington,
Tony Krulikowski**

Absent: Mitch Race

TA Present: David Kiernan

Others Present: Melanie Dexter, Steve Washburn

6:30PM Regular meeting

1. Call to Order

Tim Scoggins (Chair) called the Regular meeting to order at 6:30 PM.

2. Conflict of Interest Statement

None.

3. Approval of Minutes

Motion: Tim Scoggins moves to approve the July 6, 2015 minutes as circulated. Art Whitman 2nds. Tony Krulikowski and Ken Harrington were absent from that meeting and Mitch Race is absent tonight. **Motion to approve minutes fails 2-0-2.** Approval of Minutes for July 6, 2015 is postponed.

4. Warrants

Motion: Tim Scoggins makes a motion to approve Check Warrant #2 in the amount of \$121,834.40. Tony Krulikowski 2nds. 4-0-0. Motion passes.

Motion: Tim Scoggins makes a motion to approve Payroll Warrant #1 in the amount of \$17,160.42. Tony Krulikowski 2nds. 4-0-0. Motion passes.

Motion: Tim Scoggins makes a motion to approve Retirement Warrant #3 in the amount of \$130.24. Tony Krulikowski 2nds. 4-0-0. Motion passes.

Motion: Tim Scoggins makes a motion to approve Payroll Warrant # 2 in the amount of \$16,944.21. Tony Krulikowski 2nds. 4-0-0. Motion passes.

5. Announcements: None.

6. Public Comments: None.

7. Treasurer's Report–Melanie Dexter

The fiscal year-end finished slightly ahead of where expected. A few items are still being settled; an exact amount is to be determined.

The new fiscal year has begun and a line of credit ~~is being~~has been established to cover expenses until tax money is collected to pay bills in the meantime.

8. Opening of Bids for East Road Resurfacing

David Kiernan opened the bids for the East Road project:

Bid #1: Peckham

Reclamation of 2310 feet by 22 feet. Base ~~coarse~~course of 2-1/2 inches. Top ~~coarse~~course 1-1/2.
\$97,401.45

Bid #2: Beaudoin

Same specs \$91,684.00

Copies of these bids will be sent to Select Board for a vote at next meeting.

9. Sign Contracts–All Fuels

Fuel contracts were signed last week.

Tim Scoggins signed the contracts to approve the bids, and scheduled payments were included in the warrants approved earlier in tonight's meeting.

10. Sign Contract Financial Audit

Paperwork did not arrive in time for tonight's meeting. This will be discussed at the next meeting.

11. Town Administrator's Report

David Kiernan circulated the annual maintenance proposal from CAI Technologies for cartographic services to the Board to sign. This is for continued maintenance for the three-year contract.

In the last meeting, Mitch Race expressed concerns about the accuracy of the data. David Kiernan stated this paperwork to complete the Town's obligation of the contract.

Motion: Tim Scoggins moves to continue the maintenance contract with Cartographic Associates for another year at \$1,600 per year. Art Whitman 2nds. 4-0-0. Motion passes.

(Town Administrator's Report continues below)

12. Interim Road Foreman Report – Steve Washburn

The Road Department is working on Potter Road and East Road this week. Grading will begin next week and should continue for three weeks.

13. FY16 Road Projects

\$2,200 per 600 tons was saved by picking up shoulder stone from the quarry in Hoosick rather than taking it from ~~next door~~ Peckham in town.

Project List

East Road

East Road reclaiming has been discussed. The state will pay for the grader, an operator, flaggers. The Sheriff's Department will be hired for flagging work.

Shaftsbury Hollow

The engineer reviewed the site last week. Town is only responsible for \$3,000 of the \$30,000 grant for engineering review of culvert in Shaftsbury Hollow.

The Town may apply for the \$175,000 structures grant next year, based on what the engineer recommends for Shaftsbury Hollow.

Ehrich Road

The Road Department will lay 1,000 feet of fabric on Ehrich Road, south of the Dailey Dip for \$14,000.

David Kiernan stated that these projects are all continuations of older projects.

Murphy Hill Road

From Schultz to Spur (near the Christmas Tree Farm) for \$13,000

Shaftsbury Hollow

From intersection to Schaefer's residence.

Murphy Hill Road (from O'Brien to Bouplon Four Corners)

From the silo at the top of the hill to next intersection. This will be a four-year project. 1,500 feet will be done this year of the total 6,000 feet.

Harvest Hills Road

Reclaim and pave 780 feet for \$31,000.

Tim Scoggins stated that Harvest Hills does have some potholes, but it is not a main thoroughfare.

David Kiernan stated that after the East Road project is completed, there will be \$27,000 left in the paving reserve.

The Town is ~~only-solely~~ responsible for 5 miles of paved roads. The other paved roads can receive state money.

Art Whitman noted that if the bid for East Road is \$90,000, then The Town's contribution is \$18,000. This will leave an additional \$7,000 to be used for other projects. Instead of \$27,000, the Town will have \$34,000 in the paving budget.

Paran Acres was paved in 2003 and may need work.

David Kiernan discussed the possibility of changing the name of the Paving Reserve Fund to the Road Reserve Fund to include the ~~nine~~ 50 miles of dirt Class 3 roads.

Airport Road

The State did not approve the grant for improvements to Airport Road. We will apply again next year. In the meantime, the crew will work to narrow the travel way and improve ditching. Airport and most other road are scheduled for another round of grading starting next week.

Ken Harrington asked for drainage to be improved on this road.

Shaftsbury Hollow (above Dwyer's Camp)

The Town received grant money from The Vermont Better Back Roads Grant Program which will provide \$5,000 for engineering ~~services to provide. The Town will provide \$1,050 in time services, which will be handled by David Kiernan and Steve Washburn. A gravel roads consultant will be hired to help analyze Shaftsbury Hollow and all our gravel roads as to their current status, needed improvement, and maintenance practices.~~

Art Whitman commented that Shaftsbury Hollow has 36 houses and 6 camps.

Discussion of Projects Listed Above

Two roads will be completed in the spring and two roads will be completed in the fall.

If Harvest Hills were paved, the paving budget would be \$3,600 over budget.

The Class 3 Road projects budget will need to be increased next year for better road maintenance. ~~Four~~ Two percent of the gravel roads will be fixed this year. Four percent is a better number. If we rebuild the base and lay fabric on 4% of our gravel roads each year, we will get to all of them every 25 years.

The total of the fabric projects is \$46,515.

The Class 3 Road Fund is \$30,000. About 2 miles of fabric should be completed a year to complete all 50 miles in ~~25~~ 50 years. The cost is about \$80,000 a mile.

Art Whitman remarked that the money used for overtime and stone to fix mud season problems could be saved if the roads were in better condition.

Tim Scoggins commented that investing in fabric could lessen mud season emergencies.

Discussions on the paving reserve fund will continue.

Town Administrator's Report (Continued from Above)

Cemetery Commissioner Ken Coonradt requested the Select Board consider allowing permission for Phil McQuade, a former Town resident who served on the historical society for years, to purchase a single burial plot. A non-town resident needs permission from the Board to purchase. The family is planning to move back to Town.

Motion: Art Whitman makes a motion to approve the sale of a burial plot to the McQuade family. Tony Krulikowski 2nds. 4-0-0. Motion passes.

The Truck

The warranty of the dump body and plow is being honored.

The paint will be buffed out.

The warranty on the cab and chassis does not start until the truck is in service.

David Kiernan intends to sign the release for the truck unless the Board objects.

The truck is at Delurey's and has been there for three weeks.

Motion: Art Whitman makes a motion to allow David Kiernan to release the funds to pay for the dump body on the truck. Ken Harrington 2nds. 4-0-0. Motion passes.

14. Other Business

Ken Harrington asked if David Kiernan scheduled work for Twitchell Hill. David Kiernan has not scheduled this as of yet, grading is a priority at this time.

Art Whitman stated that there is an illegal culvert on White Creek Road. David Kiernan will send this information to Zoning Administrator Shelly Stiles.

15. Review of Action Items

David Kiernan will send to the Select Board the Contracts for the Financial Audit

David Kiernan will circulate the bids for the East Road resurfacing project.

Zoning Administrator Shelly Stiles will review the illegal culvert.

16. Executive Session – Personnel

Motion: At 7:33 PM, Tim Scoggins moved that the Board enter into executive session for personnel issues. Art Whitman 2nds. 4-0-0. Motion passes.

Board returned from executive session at 8:03

Motion: Tim Scoggins moves that interim road foreman Steve Washburn be appointed Road Foreman. Art Whitman 2nds. 4-0-0. Motion passes.

17. Adjournment

Submitted by Jennifer McGean, Recording Clerk

Next Regular meeting is scheduled for August 3, 2015