

SHAFTSBURY SELECTBOARD
REGULAR MEETING
FEBRUARY 21, 2011
MINUTES

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

1. Call to Order

Chairman McClintock called the meeting to order at 7:02pm.

2. Announcements

Chair McClintock asked for a moment of silence in honor of June White who served for 24 years in public service.

The Board thanked the auditors for their great work on the Town Report. The Board thanked everyone for their reports.

Margy Becker asked that the townspeople coming for sand to limit it to one or two buckets and please no filling pick-up trucks. Margy Becker reminded people to keep automobiles out of the right of way for plowing. A reminder to people that plowing across roads is illegal.

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. Financial Reports – Town Treasurer

Henri Billow, Town Treasurer presented the Board with a financial report. She reported total cash and estimated revenue for 6/30/11 to be \$557,650 and projected the balance remaining of budgeted expenses to be \$577,127. Dog license fees will be added to revenue. There is an estimated shortfall of \$19,477 – without the expense of the unbudgeted independent audit. The Board estimated a \$12,000 general fund expense for the audit (the remaining funds coming from the Audit Reserve Fund to total \$19,200). When this additional expense is added, the Board agreed the Town could possibly be facing a \$31,500 deficit. The Selectboard will be monitoring the budget very closely.

Some department budgets are in good shape – i.e. the Lister's budget has over \$15,000 remaining. The Fire Department is concerned with engine #66 repairs and roof repairs. The Highway Department has already spent 71% of the equipment repair budget to-date.

The summary status report for tax appeals will be available at the end of the month.

The Board authorized the Town Treasurer to make budgeted transfers to the reserve funds totaling \$76,2000.

There will be a Special Board Meeting on Monday, February 28th^t at 6:15pm to sign warrants.

6. Status of Independent Audit

The independent audit will be finished by the end of March.

7. Catering and Liquor Licenses: Bennington College

Cinda Morse made the motion to approve catering and liquor licenses for Bennington College for eleven weeks from February to April. Craig Bruder seconded. Motion carried unanimously.

8. Dog Ordinance Amendment (2nd Reading)

Margy Becker read the second reading of the Dog Ordinance Amendment pertaining to a new requirement that dog owners/handlers collect and remove their dog wastes from certain public areas.

9. Tax Appeals Status

An agreement on the Serrao tax appeal has been reached and will be finalized within 7 to 10 days. Two appeals to the state appraiser have been resolved. The town agent sent letters concerning appeals procedures.

10. Legislative Update – Public Records Law

A meeting on March 10th at 5:30pm will be held with local officials and Rob Woolmington to review the new Public Records Law. Special notices will be sent.

11. Town Meeting Preparation

The Board discussed asking for community feedback at the Town meeting. Special recognition to the Norshaft Lions Club, Angie Abbatello, and retiring employees will be included. The Selectboard reviewed the Power Point slides for the 2012 budget presentation.

12. Other Business

The Parking Ordinance was signed by the Selectboard.

The Energy Block grant will be closed out with some final certifications. Items to be prepared are fuel bids, sidewalk project, and the Recreational Grant.

Cinda Morse informed the Board of a webinar for tree grants that would help with the Village Center. Cinda Morse will be monitoring the webinar.

13. Approval of Minutes

Tabled until next meeting.

14. Approval of Warrants

RETIREMENT WARRANT #W32R IN THE AMOUNT OF \$106.07.

Craig Bruder made the motion to approve Retirement warrant #W32R in the amount of \$106.07. Cinda Morse seconded. Motion carried unanimously.

PAYROLL WARRANT PR#32 IN THE AMOUNT OF \$7,334.61.

Cinda Morse made the motion to approve payroll warrant PR#32 in the amount of \$7,334.61. Craig Bruder seconded. Motion carried unanimously.

PAYROLL WARRANT PR#33 IN THE AMOUNT OF \$9,577.37.

Karen Mellinger made the motion to approve payroll warrant PR#33 in the amount of \$9,577.37. Cinda Morse seconded. Motion carried unanimously.

CHECK WARRANT #W34 IN THE AMOUNT OF \$31,049.80.

Cinda Morse made the motion to approve check warrant #W34 in the amount of \$21,049.80. Karen Mellinger seconded. Motion carried unanimously.

CHECK WARRANT #W35 IN THE AMOUNT OF \$148,686.83.

Cinda Morse made the motion to approve check warrant #W35 in the amount of \$148,686.83. Bill Pennebaker seconded. Motion carried unanimously.

CHECK WARRANT #W33 IN THE AMOUNT OF \$22,332.57.

Check warrant #W33 in the amount of \$22,332.57 was signed, but motion to approve was overlooked.

15. Executive Session

Craig Bruder made the motion to enter Executive Session at 8:45pm. Karen Mellinger seconded. Motion carried unanimously.

16. Adjournment

Meeting adjourned at 9:15pm.

Submitted by
Carol MacLean

