

**Minutes of Selectboard Meeting  
March 4<sup>th</sup>, 2015  
Organizational Meeting**

**Present at Meeting:**

Bert Potter, Selectman Elect; Aaron Korzun, Selectman Elect; Steven Nicholson, Selectmen (via phone for commencement of meeting); Mark Goodwin, Clerk

Members of the Public: Richard Biziak; representing Times of Shrewsbury and Shrewsbury Board of Auditors

*Note: Steven Nicholson disconnected from the phone participation once it was clear that his vote would not be needed to appoint a Selectperson in order to have a quorum for tonight's meeting. It was duly recorded that Steven endorsed Bert Potter as Chair of the Selectboard.*

**Administration of Oaths:**

The Town Clerk administered the Oath of Allegiance and the Oath of Office to both Bert Potter and Aaron Korzun.

**Call to Order:**

The meeting was called to order at 7:06 PM by Selectman Potter

**Approval of Agenda:**

Bert moved and Aaron seconded to follow the agenda as best as possible. No discussion.  
Approved

**Organizational:**

***Chairperson***

Aaron nominated Bert Potter for Chair of Selectboard, Bert seconded. Discussion: Bert summarized his leadership style for Aaron's benefit in order for Aaron to be certain of his nomination. *Reference previous notation regarding Steven Nicholson's endorsement via phone.*  
Approved

Bert moved and Aaron seconded to adopt the following:

***Time and Place of Regular Meetings***

First and third Wednesday of each month at 7:00 PM. At the Shrewsbury Town Office - 9823 Cold River Rd.

***Newspaper of Record***

Rutland Herald and The Times of Shrewsbury (as appropriate in respect to publication schedule)

***Places of Postings***

Shrewsbury Town Office, Post Office complex in Cuttingsville, Pierce's Store in Northam.

Motion adopted

***Clerk of the Selectboard***

Bert moved to appoint Mark Goodwin as Clerk of the Selectboard, Aaron seconded. No discussion. Approved

***Fence Viewers***

Bert moved to appoint himself and Randy Page as Fence Viewers, Aaron seconded. Approved

Bert will inquire with Mike Stewart as to his interest in continuing being as a Fence Viewer.

***Poundkeeper***

Bert moved to appoint Gillian Gaines as Poundkeeper, Aaron seconded. Discussion: It was explained to Aaron the distinction between Poundkeeper and an Animal Control Officer and the agreement of understanding for service with the Rutland County Sheriff's Department for certain types of animal control and the protocol of contacting the Selectboard to engage the Sheriff's Department. Approved.

The Board of Auditors requested that the Poundkeeper submit a report for the Annual Report. Bert indicated that he will request from Mrs. Gaines a report be submitted.

***Inspector of Lumber, Shingles and Wood***

Bert will ask John Wood if he would continue on as Inspector of Lumber, Shingles and Wood.

***Weigher of Coal***

Bert will contact incumbent George Richards to determine willingness to serve.

***Tree Warden:***

Bert moved to appoint Gary Salmon as Tree Warden, Aaron seconded. Approved

***Road Commissioner***

Bert moved and Aaron seconded to appoint Jamie Carrara as Road Commissioner for one year. Bert commented on the excellent service that Jamie has provided the Town. Approved

***Zoning Administrator***

Bert moved to appoint Adrienne Raymond Zoning Administrator for a three year term, Aaron seconded. Approved

***SWAC Representative***

Aaron moved to appoint Bert Potter as SWAC Representative, Bert seconded. No discussion. Approved.

***Service Officer***

Bert moved to appoint Mark Goodwin as Service Officer, Aaron seconded. No discussion. Approved

***Planning Commission***

Bert moved and Aaron seconded to appoint Marilyn Dalick and Mellissa Reichert three (3) year terms on the Planning Commission. No discussion. Approved

***Trustee of the Meeting House***

No nominations from the Chairperson, Julianne Sharrow were forthcoming to act upon.

***Library Board***

Bert will inquire with Debbie Blechich if she will be willing to serve as the Library Board representative.

***Development Review Board***

Aaron will inquire with Mark Youngstrom and confer with Adrienne Raymond for nominations for appointment to the DRB

***Energy Coordinator***

Aaron will inquire with Davis Terrell as to his interest in serving again.

***Emergency Management***

Not discussed

***Conservation Commission***

No appointment nominations forthcoming from the Chair

***Health Officer***

Bert will inquire with Jan O'Hara. Bert received in the mail the certificate from the Vermont Department of Health declaring the Chair of the Selectboard as defacto Town Health Officer until such time as another individual is appointed.

**Open to the Public:**

*Bert recognized Rich Biziak-*

As a representative of the Times of Shrewsbury, Rich explained as a consequence from some of the discussion that originated from the floor at the Informational Meeting, the Times of Shrewsbury was curious if the *Selectboard Column* feature, or a similar type of submission might be useful in quelling the dissatisfaction that a few participants of the Informational Meeting expressed about not being kept informed as to how and why the Selectboard made some the decisions that they have made over the course of the past year. It was the consensus of the Selectboard members present, that neither one had the time nor inclination to submit a regular piece for publication as had been done in the past, particularly by John Wood and Steven Spatz respectively, and further the type of column that had been included in the past was more of an informational type of feature about a special event such as Tropical Storm Irene, volunteering for a work project or a request of townsfolk to become involved on a commission or run for an elected office.

It was made clear that the Times of Shrewsbury does not have the publication capacity to reproduce the full record of the Selectboard Minutes on a monthly basis, an alternative that Rich suggested was to summarize the minutes for publication in the Times of Shrewsbury. Bert asked the Clerk of the Selectboard for his opinion on the suggestion. The Clerk of the Selectboard was opposed to summarizing the minutes which are already published within five days as mandated by the Open Meeting Law both on the Official Town Website and in hard copy at the Town Office. It was not clear regarding as to whom, how and what criteria a summarization would be made for the publication of the official approved and / or unapproved minutes and in what context. A full unfiltered document is easily accessible as a public record upon request or via the web. It would be the opinion of the Clerk of the Selectboard that the

possibility and probability of misinterpretation of an abridged document would be far too great and that it would jeopardize the integrity of the official recording of the meeting as required by law. Although the Clerk recognized that there was nothing to prohibit the Times of Shrewsbury from taking what was publicly available and summarizing it, as is their prerogative, the Clerk of the Selectboard would consider it an untenable position going forward, and would seriously reevaluate his tenure in the appointed capacity as the recorder of the official minutes.

Rich indicated that he will pass on the discussion with the editorial staff of the Times of Shrewsbury.

*Representing the Board of Auditors:*

Rich reminded the Selectboard that they should formally take action of the process by which one Selectboard designee can approve orders as was recommended in the 4<sup>th</sup> Quarter Audit Report to the Selectboard. (C.f. 12/17/2014 Minutes). Bert thanked Rich for the reminder and indicated that prior to taking any action he would wait for all of the Selectboard to be present.

Rich brought to the attention of the Selectboard the following from the December 2013 *Opinions Newsletter* from the Vermont Secretary of State: *The Selectboard cannot expend any surplus from the General Fund that is carried over to the next fiscal year without voter approval. Some boards take care of this issue by including an article for each annual town meeting: Shall the Town of XX vote to apply any surplus from the current fiscal year to reduce taxes in the next fiscal year. Otherwise, the board must have an article approved by the voters at a special meeting or the next annual meeting in order to expend the surplus funds for a project.* Bert indicated that he was unaware of this requirement and that Selectboard will comply with this mandate, especially during the next budget cycle and 2016 Warning.

Rich inquired as to a review of the physical and cyber security of the Town Office. Particularly, access to the building and computer network passwords, now that there has been a turnover of some Town Officials. Bert indicated that he will make this an agenda item for the next meeting.

The Board of Auditors would like to suggest that the budget assembly process could be a bit more streamlined if a Selectboard delegate, Board of Auditors delegate and the Treasurer confer in advance of the budget warning deadline to understand procedures and availability of documentation well in advance of deadlines. Bert saw that as an excellent idea and will consult with Steven at a future Selectboard meeting.

Rich reported that the Board of Auditors will soon be having the Organizational Meeting. Hopefully with a third member of the Board, identified and appointed.

**Excess Weight Permit:**

Bert moved and Aaron seconded to approve the Excess Weight Permit for Camp Precast Concrete Inc. Discussion: All documentation is in order. Approved

**ACT 148**

Bert reported that he is in the process of ordering punch cards for use at the Transfer Station to comply with the Variable Pricing mandate of Act 148. Bert indicated that he has had some discussion with the State regarding yard and leaf waste which is also mandated to be handled by the Transfer Station per Act 148, but no definitive plan is yet in place, based on previous experience with the "Stump Dump".

**Orders**

Bert moved and Aaron seconded to approve:

Road Commissioner Orders # 3 of March 4, 2015 for \$16,606.18 and Selectboard Orders # 3 of March 4, 2015 for \$5,936.35. Discussion: It was noted that approximately \$6k of the Road Commissioner Orders was for Workman's Compensation Insurance. Approved

**Minutes:**

Bert moved to approve the minutes of February 18, 2015, Aaron seconded. Discussion: Aaron indicated that he comprehended the business that transpired at the referenced meeting and was comfortable with seconding and voting for approval. Approved

*Note: The Minutes of February 4<sup>th</sup>, 2015 previously approved had not been signed, Bert signed this evening.*

Meeting was duly adjourned at 9:05 PM

Respectfully submitted,  
Mark Goodwin, Town Clerk

*These minutes are unofficial until approved by the Selectboard at the next regularly scheduled meeting.*