

**Minutes of Selectboard Meeting  
November 15, 2017**

**Present at Meeting:**

Bert Potter, Selectman; Aaron Korzun, Selectman; Steven Nicholson; Selectman, Sharon Winnicki, Chair - Board of Listers; Richard Biziak, Chair - Board of Auditors; Lee Wilson, Auditor; Louise Duda, Chair - Conservation Commission; Christina Clarke, Conservation Commission; Linda McGuire, Treasurer; Mark Goodwin, Clerk

Members of the Public:  
Jonathan Gibson

**Call to Order:**

The meeting was called to order at 7:03 PM by Selectman Potter

**Approval of Agenda:**

Aaron moved and Bert seconded to approve the agenda. Modifications: Sign off on Better Back Roads Application. Approved with modifications

**Correction to Road Crew BCBS Insurance Plan:**

A correction to the BCBS Insurance Plan approved for the Road Crew. The Platinum Plan, which is the current Plan, was intended to be approved at the 11/1/2017 Selectboard Meeting but inadvertently the Silver Plan / Health and Wellness Plan was adopted.

Steven moved and Aaron seconded to continue the Platinum Standard Plan for 2018.  
\$751.92/Single, \$1,503.84/Two Person, \$1,451.21/Adult and Child or Children, \$2,112.90/Family.  
Approved

**Auditor's Report:**

Rich Biziak presented to the Selectboard the schedule for the production and distribution of the Annual Town Report so that the Town will be in compliance with the statutory requirements for the report for the Annual Town Meeting election on March 6, 2018. The schedule outlined in detail the dates that reports from the various Town departments and Out of Town solicitations will be due, when budgets and Warnings will need to be produced and posted and financial reports from the Treasurer will be due as well as when the Annual Report will be distributed.

The Auditors also presented their report on estimated expenses for 2017. It is anticipated that the Town Report will be approximately twenty (20) pages smaller than in previous years because the Town School and Mill River Union High School full reports will not be included in the Town Annual Report but rather, the Mill River Unified Union School District will be producing their own Annual Report. The auditor budget overall has a slight decrease of \$91 due to less printing costs, with overall postage to expected to have a slight increase.

**Records Retention Policy:**

The Clerk presented the final version of the Shrewsbury Records Retention Policy which is aligned with the Vermont Public Records Laws. In most all cases the policy adheres to the recommended General Records Schedules and Disposition Orders as outlined in both Vermont Statute and guidelines from the Vermont State Archives and Record Administration.

Bert moved and Aaron seconded to adopt the Shrewsbury Records Retention Policy. Approved

**Conservation Commission – Financial Request:**

Weezie Duda and Christina Clarke presented to the Selectboard a request to have a budgetary line item included in the budget for the Conservation Commission, similar to other departments having reoccurring expenses. The primary rational was that the Conservation Commission has expenses associated with the numerous activities they provide for the benefit of the Town, some of which they absorb out of pocket as individual members.

The Conservation Commission presented a budget outline of \$700, which includes among other items: Green Up Day activities, memberships, supplies and training. The Selectboard questioned the Conservation Commission about the disposition of and the status of funds currently held in the bank account in the Commission name. Both the Selectboard and the Town Treasurer indicated that if the Conservation Commission were to be included in the budget that the referenced account would need to be closed, so that expenses are managed and reimbursed through the Selectboard Orders process.

The Selectboard thanked the representatives for their presentation and indicated that the Selectboard will consider their request positively as the budget is developed over the next few weeks.

**Listers Report:**

Sharon informed the Selectboard that the Listers have sourced a new CPU and monitor for about \$600. An additional expense will be required to have the computer networked with the Treasurer and NEMRC. A possible means for the networking to proceed is by utilization of the NEMRC Cloud Service rather than the Town maintaining a stand alone server.

Sharon reported that the negotiations process with the agent for the Appealing property owner has commenced. There have been filings with the Court for discovery articles from the defendant’s agent as well as the listing of possible expert witnesses to testify on behalf of the Town.

The Selectboard thanked the Listers for their diligence in respect to the on-going appeal.

**Open to the Public:**

Jonathan Gibson brought forth a concern in regard to the Shrewsbury Meeting House Trustees. Jonathan presented some context to his concern by way of summarizing his tenure as a Trustee and his involvement in the review and updating of the Meeting House By-Laws, which were adopted in January of 2017. Specifically, Jonathan indicated that it was his impression that the Trustees have not had their Annual Organizational Meeting nor have they had the quarterly meetings as specified in the By-Laws. Jonathan explained that this was of particular concern because there appeared to be some concern in the wider Shrewsbury Community in respect to fees charged for usage of the Meeting House and how those fees were being assessed. An additional concern was outlined in respect to accountability and how the Trustees were organized in respect to Chairperson, Clerk and Treasurer and how decisions take place in regard to fee schedules or requests for annual monetary support from the Town in general in so far as there are no notifications of meetings or minutes of proceedings.

Bert indicated that he will be contacting those Trustees appointed by the Selectboard; Mark Youngstrom (retroactively), Jan O’Hara and Annette Parish in order to inquire as to how best to make the processes of the Trustees transparent to the wider Shrewsbury Community.

**New Business:**

Bert moved and Aaron seconded to approve the Grant Application to VT DOT Better Back Roads Program. The Grant calls for the RRPC to assist in conducting a road erosion inventory and update existing culvert and road surface inventories to order to develop data for prioritizing problem sites and development of an implementation plan. Of the estimated Project Coast of \$7,978 the Town match will be \$1,329. Approved

**Minutes:**

Bert moved and Aaron seconded to approve the Minutes of November 1, 2017. Approved

**Orders**

Bert moved and Steven seconded to approve:

Road Commissioner Orders # 11A of November 15, 2017 for \$240,268.42 and Selectboard Orders # 11A of November 15, 2017 for \$6,551.30. Approved (Note: \$235,579 attributed to the Road Commissioner Orders was for paving which had been previously offset by a \$166,493 Paving Grant.)

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.*