

**MINUTES** -Silverton Board of Trustees, November 28, 2011  
Silverton Town Hall, 1360 Greene Street, Second Floor  
Call to Order and Roll Call – 7:30pm

Call to Order – 7:30 PM:

Mayor: Terry Kerwin  
Trustees present: David Zanoni, John Schertz, Pat Swonger, Karla Safranski, Chris Tookey  
Trustees absent: Jim Lindaman  
Staff: Jason Wells, Gilbert Archuleta, Brian Carlson, Dave Michaelson  
Others: approximately ten in attendance; please see sign-in sheet

- I. Public Comment Regarding Agenda and non-Agenda Items  
**We ask that attendees kindly limit their comments to two minutes duration.  
Please turn off cell phones during meeting.**
  
- II. Appointments\*\*
  - a. (0:47) Greg Dubit, Executive Director - Four Corners Office for Resource Efficiency; Housing Solutions for the Southwest – Report of Findings on Town Hall Energy Efficiency Survey  

Mr. Dubit reported his findings on energy inefficiencies at Town Hall. He provided numerous examples of simple repairs that would increase the heat retention in the building. Ms. Shishim provided an overview of the Governor’s EMAP program.
  - b. (36:13) Marcie Bidwell, MSI Executive Director  

Ms. Bidwell provided an overview of MSI activities during 2011. She also discussed the recent lodging rate information distributed by MSI, noting that the reference to “nightly rates” was printed in error, as most of their lodgers stay for a longer period. Mr. Wells reviewed the recent concerns over MSI’s use of the Fjerstedt building relative to zoning classification, noting that the nature and duration of MSI’s determines the use designation. Mr. Michaelson reviewed consensus opinions from regional planners and inspectors regarding building use. Ms. Bidwell requested a letter from the Board to clarify approval of their current use of the property. Mayor Kerwin asked Jason to draft a letter.
  - c. (52:54) Silverton Chamber of Commerce  

Ms. Raab requested that the Board consider street sign replacements during 2012.
  
- III. (57:16) Trustee Reports  

Trustee Tookey reviewed Finance Committee proceedings, noting approval of payroll and accounts payable.

Trustee Swonger stated that he would attend a meeting Tuesday with GOIT (Governor’s Office of Information Technology) and the FCC.

Trustee Safranski reviewed a Chamber of Commerce meeting, and reiterated their concern regarding street signs.

Trustee Tookey reviewed Personnel Committee proceedings regarding the drafting of a new Code Enforcer/Building Inspector job description.
  
- IV. (1:00:06) Consent Agenda\*
  - a. Approval of November 14, 2011 Minutes
  - b. Approval of Accounts Payable
  - c. Approval of Payroll

**Trustee Zanoni motioned to approve the consent agenda; Trustee Swonger seconded, and the motion passed unanimously via roll-call vote.**

V. (1:00:29) Public Hearing

- a. Consideration of New Tavern Liquor License – Silverton Paris LLC

**Trustee Schertz motioned to approve the Tavern License application, contingent upon receipt and review of the Colorado Bureau of Investigation background check; Trustee Tookey seconded, and the motion passed unanimously via roll-call vote.**

VI. New Business

- a. (1:08:16) Consideration of Annual Bonfire at Kendall Mountain Community Center in conjunction with Yule Log Festival\*\*

**Trustee Schertz motioned to approve the bonfire at KMCC; Trustee Swonger seconded, and the motion passed unanimously via show-of-hands vote.**

- b. (1:09:20) Consideration of Town Administrator Employment Contract

**Trustee Swonger motioned to approve the Administrator Contract; Trustee Tookey seconded, and the motion passed unanimously via roll-call vote.**

- c. (1:03:17) Discussion Re Newly-Created Building/Code Officer Position

Mr. Wells provided background as to the decision to combine the positions, noting that the creation of a new job title or description requires approval of the Town Board, per the personnel handbook.

**Trustee Swonger motioned to approve the job description; Trustee Tookey seconded.** DISCUSSION: Trustee Tookey requested an evaluation of the new position after six months. **The motion passed unanimously via show-of-hands vote.**

VII. (1:10:51) Administrator's Report

- a. Status on Revision to Town Development Standards\*\*

Mr. Wells stated that the Development Standards is nearly complete, and that this will conclude DoLA's Capital Improvements grant. He further stated that the Molas Ditch and Emergency Stabilization grants are also completed and in the process of being closed.

- b. Meetings\*\*

- i. Past – 4CORE; Operation Link-Up; Personnel Committee; Code Revision
- ii. Upcoming – COG Telecommunications Committee; COG Meeting; Personnel Committee; Budget Workshop

- c. Update on State Historic Fund Survey Grant Settlement

**Trustee Swonger motioned to allow Mayor Kerwin to execute the agreement with Silverton Restoration Consulting; Trustee Zanoni seconded, and the motion passed unanimously via roll-call vote.**

VIII. Adjourn – 9:00pm

\*The following items on the Board of Trustees Agenda are considered routine by the Town Administrator and shall be approved or adopted by motion and majority vote of the Board of Trustees unless the Mayor or a Trustee specifically requests during "Approval of Agenda" that such item be considered under the regular business of the Board. In such event, the item shall be removed from the "Consent Agenda" and Board action taken separately on said item in the order appearing on the Agenda. Those items so approved under the heading "Consent Agenda" will appear in the Board minutes in their proper order.

\*\*There are no written materials to accompany this agenda item