

**SHARON SELECTBOARD  
REGULAR MEETING  
Minutes  
April 3, 2017**

**Selectmen Present:** Mary Gavin, Luke Pettengill, Kevin Gish

**Staff Attending:** Margy Becker, Selectboard Assistant; Deb Jones, Finance Mgr.

**Visitors:** Joseph Ronan, Clare Holland, Sue Sellew and Ira Clark (Planning Commissioners), Wayne Davis (VTRANS), Christopher Damiani, TRORC; Bob Ferguson, Bonnie Dore, Martha Cain, Nicole Antal, Carole Monroe (CEO ValleyNet).

**Call to order:** Mary Gavin called the meeting to order at 6:30PM.

**1. Approval of Minutes:**

**Motion by Kevin Gish to approve the minutes of March 27, 2017 as submitted. 2<sup>nd</sup> by Luke Pettengill. The motion carried unanimously.**

**2. Highway Business:**

New Truck specifications: Selectmen agreed a 6-wheeler will be purchased, not another 10-wheeler. It also was agreed the Town would revert to private hauling of gravel. The Town already contracts for sand hauling. Luke Pettengill will assist with compilation of final specifications for the new vehicle.

The Road Foreman has reported the entrance to the former Julich parcel on Rte. 14, which is now town property, could be gated with bollards that can be removed for emergency vehicle access. It was noted Tim Higgins is continuing to research this item and will report to the Board. Ideas for signage on the Julich parcel were discussed. They may include 'emergency vehicle access only' and one or more signs to address littering and owners' responsibility to pick up dog waste. Margy Becker will coordinate the sign order.

Discussions concerning the need for a temporary road crew employee were postponed until the April 17 meeting.

Sand purchasing and hauling: The Town has purchased sand from Jeff Bogie in Norwich over the past year. Mr. Bogie has informed the Town he would continue to honor a \$5.00/ton price for this year. He will not, however, respond to a formal bid request. Mr. Bogie has asked for certain payments up front. Luke Pettengill stated concern that Mr. Bogie's low price could indicate he is not carrying insurance. Deb Jones reported that Mr. Bogie is not required to provide the Town of Sharon evidence of worker's compensation insurance because a product, not a service, is being purchased. She agreed to follow-up with the VLCT PACIF to inquire whether the Town's liability insurance would extend to third party loading activities in Mr. Bogie's pit. Selectmen asked that other vendors be asked to submit price quotes. The Town will be asking for quotes on 5,000 tons of sand. It was noted Tim Higgins

will report on Strafford's comments on the quality of sand it also purchased from Jeff Bogie this past season. Discussions will continue on this topic at the April 17<sup>th</sup> meeting.

3. **Dayco Act 250 Application:**

Luke Pettengill stated a conflict of interest and recused himself from discussions, his family has an interest in property at Commerce Park. The Town is on notice of Dayco's request for an amendment to its Act 250 permit to allow construction of a 3-bedroom apartment 'for affordable housing' for temporary employees. The applicant has asked the Town and the Fire Department to fill out a Municipal Impact Questionnaire (MIU). Mary Gavin expressed some discomfort with residential occupancy of the commercial building. Town Plan language concerning land uses within Commerce Park will be researched. Action on the Municipal Impact Questionnaire was postponed until April 17th.

4. **Request for Funds – Chess Tournament Registrations:**

**Motion by Luke Pettengill to approve Margaret Raymond's request for recreation funds to cover chess tournament registration fees in the amount of \$160.00. Kevin Gish seconded. The motion carried unanimously.**

5. **2017 Appointments to Board and Commissions:**

**Luke Pettengill made the motion to appoint the following members of boards and commissions:**

Planning Commission:

Sue Sellow for a 3-year term expiring in March 2020; Joseph Ronan to fill a vacant term ending in March 2019;

Conservation Commission:

Margaret Raymond, Fritz Weiss, Mike Zwickelmaier, Karen Hewitt, Reuben Sotak, Peter Lowes, Eric Boen for terms of one year;

Energy Committee:

Nicole Antal, Mike Barsanti, Dee Gish, Ryan Haac, Jack Jones, Margaret Raymond for terms of one year;

Recreation Committee:

Brenda Potter, Miranda Potter (President), Georgia Potter, Eric Boen (VP), and Danielle Bird for terms of one year;

Emergency Management Director:

Jason Flint for term of one year;

Emergency Co-Coordinators:

Carol Flint and Becky Owens for terms of one year;

Two Rivers Ottauquechee Regional Commission:

Town Commissioner: Peter Anderson for term of one year  
Town Alternate: Deb Jones for term of one year  
TAC Representative: Deb Jones for term of one year

E911 Coordinator:

Galen Mudgett for a term of one year;

EC Fiber Board:

Bob Ferguson for term of one year expiring the 2<sup>nd</sup> Tuesday, May 2018.

**Mary Gavin seconded. The motion carried unanimously.**

**6. Sharon Exit 2 Park & Ride: Review of Conceptual Plans for Expansion**

Wayne Davis (VTrans) and Christopher Damiani (Two Rivers Regional Planning Commission) met with the Selectboard to present a concept plan for Alternative 1a as described in the Draft Scoping Report. A sketch of proposed improvements, to include a bus turnaround and shelter and additional parking spaces, was distributed and commented upon. Improvements are occurring within the State's right-of-way and on state land. Wayne Davis reported the construction phase may require temporary grading easements from abutters. In closing Mr. Davis summarized the next steps in the planning process to be a) to finish the Final Scoping Report; 2) to acquire funds for continued design and permitting work next year; 3) anticipate construction in perhaps 5 years. There will be opportunities for more public input during the design phase.

**A motion was made by Luke Pettengill to support the development of Alternative 1a of the Draft Scoping Report for the Sharon Park & Ride as presented. Kevin Gish seconded. The motion carried unanimously.**

**7. EC Fiber – Plans for extension of fiber optic cable into Commerce Park:**

Carole Monroe, CEO of ValleyNet, described EC Fiber's plans to bring fiber optic cable into Commerce Park from River Road, at the request of one of the several businesses located there. She noted the State had installed fiber on River Road but stopped short of the railroad tracks and Commerce Park. EC Fiber has to get permission from the railroad company to string fiber over the tracks, or to possibly install underground cable. Genessee Wyoming, Inc. has asked EC Fiber to pay \$3,000 up front and then an additional \$7,000 in permitting and associated fees to do so.

Resident Bob Ferguson reported Genessee Wyoming is the largest short-haul rail company in the world. A decade ago the Town supported the construction of a new rail crossing involving public transportation dollars and the endorsement of the VT Agency of Transportation. He asked the Selectboard whether it would write a letter of support to the railroad requesting issuance of EC Fiber's permit to run fiber optic cable over the tracks without further delays.

Selectmen discussed the number of businesses located in Commerce Park. Selectmen agreed the Town will experience direct economic benefit as a result of new fiber optic infrastructure, and Selectmen agreed to prepare a letter to Genesee Wyoming which expresses Town support for issuance of EC Fiber's permit issuance. The Selectboard will finalize the letter on April 17<sup>th</sup>.

**8. Norwich Technologies - 500kW Solar Project (Rte. 132):**

The Selectboard and Planning Commission are considering possible settlement with Norwich Technologies, which has applied for a certificate of public good to install a 500kW solar facility at 2238 VT Rte. 132. **Kevin Gish made the motion to enter executive session with Planning Commissioners Sue Sellew, Ira Clark, and Joe Ronan at 7:40pm to discuss a legal matter of which premature public knowledge would place the Town at substantial disadvantage. Luke Pettengill seconded. The motion carried unanimously.**

The executive session ended at 7:58pm. Selectmen reconvened their regular meeting. No formal action was reported.

**9. Adoption of 2017 Local Emergency Operations Plan (LEOP):**

Margy Becker agreed to make final edits. **Motion by Luke Pettengill, second by Mary Gavin, to approve the 2017 Local Emergency Operations Plan as amended. The motion carried unanimously.**

It was noted new Selectboard members need ICS100 and ICS402 training. ICS stands for 'incident command system' – a national protocol for management of emergencies. Mary Gavin noted there are Red Cross emergency supplies stored in the basement of the Municipal Building.

**10. Selectboard Goals/Priorities:**

It was agreed the Selectboard's short-term and time-sensitive priorities will include lease negotiations with The Sharon Academy for occupancy of the Old School House, negotiations with The Town of Royalton for police and rescue services, development of specs for the FY18 truck purchase, and procurement for revisions to the website and IT services. Mary Gavin will initiate discussions with TSA. Margy Becker will contact rescue service organizations and update community policing costs received from Windsor County Sheriff and VT State Police. Luke Pettengill will assist Tim Higgins with truck specifications. Kevin Gish and Margy Becker will collaborate on preparation of an RFP for IT services Website revisions.

**11. Finance Manager Reports:**

Deb Jones presented, and Selectmen discussed, draft calculations of town truck operating costs. These calculations will be refined over time. It was agreed that an Executive Session to discuss a personnel matter will be scheduled for the next meeting on April 17<sup>th</sup>.

12. **Review & Approval of Warrants:**

Check and payroll warrants were reviewed and approved as presented. Selectmen approved a change to the payroll warrant for the period ending 3/18/17.

13. **Other Business:**

Margy Becker noted the outside temperature sensors on the newly-installed boilers in the Old School House are not working properly, as reported by Ken Wright. ARC also needs to install the ball valves. She will follow-up with Ken Wright and ARC Mechanical.

14. **Adjournment:**

**Motion to adjourn by Luke Pettengill at 8:55pm. The motion was seconded and carried unanimously.**

Submitted by Margy Becker