

**SHARON SELECTBOARD
REGULAR MEETING
Monday, May 15, 2017
MINUTES**

Selectboard Members Attending: Mary Gavin, Luke Pettengill, Kevin Gish

Staff attending: Deb Jones, Finance Manager; Road Foreman Tim Higgins, Road crew Brad Howe, Selectboard Assistant Margy Becker.

Visitors: South Royalton Rescue volunteers, staff, and advisory board members; Fire Chief Jason Flint; Assistant Chief Nathan Potter; Emergency Co-Coordinator Carol Flint; Ira Clark, Sharon Planning Commission.

Mary Gavin convened the meeting at 6:30PM.

1. Approval of Minutes: April 24 and May 1, 2017

Luke Pettengill made the motion to approve the minutes of April 24th and May 1st, as submitted. Kevin Gish seconded. The motion carried.

2. Review & Approval of Warrants:

Check and payroll warrants were approved.

3. 6:30PM Highway Business:

Executive Session – Personnel: Motion by Mary Gavin to enter Executive Session with the Finance Manager at 6:38PM for the purpose of discussing on or more employee evaluations. Luke Pettengill seconded. The motion carried. The Board exited executive session at 6:55PM.

Road Foreman Reports:

Selectmen discussed the status of hiring full-time and seasonal road crew. The Town is still soliciting applications. Deb Jones will continue to advertise the vacancies.

Selectmen discussed new truck specifications with Tim Higgins. The Foreman will collaborate with Deb Jones to draft the final specifications for bids on 6 and 10-wheeler options. Luke Pettengill suggested, and the Board agreed, that a bid alternate for cab, chassis, and body and plow should also be solicited. The Town customarily bids cab and chassis separately from body and plow. But the Town may realize savings by bidding for the entire truck.

Maintenance projects were reviewed with Tim Higgins. A work plan for assessment and replacement of culverts on Harlow and Broad Brook Road was agreed to. The Foreman will contact either Paul Boles or Mike Clark for a cost estimate prior to bids. Tim Higgins noted the lack of crew will delay repairs to the west end of Clark Memorial Bridge (B15

steel truss bridge). He reported he has been in touch with VT Recreation for guardrail replacements. Deb Jones stated the Town's insurance may cover damage to guardrails at Dale Potter's and by the Clark Memorial Bridge. It was agreed the road crew will cut and remove the rope guardrail on River Road prior to roadside mowing. Tim Higgins reported that Hammond Engineering will continue this week with field work for the paving capital improvement plan.

Bid Award – Winter Sand Hauling:

Deb Jones distributed a summary of bids for sand hauling. Price per ton bids ranged from \$3.30 to \$5.60/ton as follows:

JL Smith, Vershire, VT - \$3.30/ton; Eastman Excavating, George's Mills, NH - \$4.15/ton; KL Rogers, Royalton, VT - \$4.96/ton; Adam Stone Trucking, Williamstown, VT - \$5.40/ton; Conkey Enterprises, Canaan, NH - \$5.55/ton; Twin State S&G, W. Lebanon, NH - \$5.60/ton.

Motion by Luke Pettengill to award the sand hauling bid to JL Smith for \$3.30/ton, pending satisfactory reference checks. Kevin Gish seconded. The motion carried.

4. South Royalton Rescue:

Staff, volunteers, and advisory board members of South Royalton Rescue (SRR) met with Selectmen and members of Sharon Fire Department to review emergency services provided by SRR. South Royalton Rescue has asked the Town of Sharon to enter into a multi-year contract for services for the first time.

Corinne Ingraham spoke about the 55-year history of SRR service to the Town of Sharon and of the local knowledge of first responders and ambulance staff. SRR has an advisory board comprised of towns in its service area - Sharon, Royalton, and Tunbridge. Sharon Fire Department members spoke of their concern that Hartford EMS was 'maxing out' on its service area. Jason Flint distributed a response time analysis, indicating SRR was in a better position to respond throughout much of the town. Assistant Fire Chief Nathan Potter cautioned that Hartford's response time would be substantially impacted by bad weather. Corinne Ingraham noted that Hartford used to respond to calls on Rte. 14 as far north as the former Norm Davis property at the railroad overpass. However, Hartford subsequently reduced its service area along Rte 14 south. Hartford EMS still provides coverage to Kenyon Hill Road via West Hartford and along northbound lanes on I89 to the Sharon rest area. Billing practices and capabilities of SRR staff were reviewed. It was noted that SRR fights hard for patient choice of hospitals, though COBRA requires them to deliver patients to the 'closest' hospital. Selectmen stated their appreciation for the presentation.

5. Appointment to South Royalton Rescue Advisory Board:

Motion by Luke Pettengill to appoint Carol Flint to the South Royalton Rescue Advisory Board. The motion was seconded by Kevin Gish and carried unanimously.

6. **DAYCO Act 250 Amendment:**

Selectmen briefly discussed the status of a proposed memorandum of understanding between DAYCO and Sharon Fire Department. Jason Flint confirmed the Department's request for 10,000 gallons of water storage at Commerce Park due to the life safety issue posed by the proposal to house employees in the commercial building. The dry hydrant will be installed at DAYCO's expense. Jason Flint explained a 30,000 gallon supply is needed to be eligible for the Dry Hydrant Grant program. It was suggested that timing of employee occupancy of the apartments within the DAYCO building should be relative to installation of fire suppression capability. The MOU will be reviewed by the Town's attorney. Margy Becker explained that some of the MOU language may be incorporated into the Act 250 permit amendment.

7. **Dion Driveway Permit – 1644 Downer Road:**

Bob Dion met with Selectmen. He was asked to provide better flagging of the proposed driveway access point. The permit application will be discussed and approved on June 5th.

8. **FY18 Contract for Rescue Services:**

Discussions and action on a FY18 ambulance service contract were postponed until June 5th. Mary Gavin will distribute copies of the SRR proposed contract in the meantime.

9. **FY18 Contract for Community Policing:**

Luke Pettengill made the motion to contract with the Windsor County Sheriff for Fiscal Year 2018. Kevin Gish seconded. He then inquired whether the Board would consider waiting to take action on a FY18 contract, until after Royalton's community forum on policing scheduled for May 31st. Mary Gavin expressed ongoing concern about steadily increasing, and somewhat excessive, rate hikes charged by Royalton over the past few years. The Town of Royalton is mulling over the future of its police department, and Windsor County Sheriff would provide satisfactory police coverage for a year. After further discussions a vote was taken. **The motion carried unanimously.**

10. **Norwich Technologies (Rte. 132 Solar Project):**

Selectmen agreed to meet with Joel Stettenheim of Norwich Technologies on June 5th. The Board will provide 45 minutes for negotiations of the conditions under which the Town will support issuance of a Certificate of Public Good for a proposed solar installation on Rte. 132. The Town's attorney will not be present.

11. **Selectboard Priority List:**

TSA Lease of Old School House: Mary Gavin reported on the status of discussions with Andrew Lane concerning lease renewal for continued middle school occupancy of the Old School House. Rental rates, possible ADA improvements, and other lease conditions have been discussed to-date. Board members discussed the pros and cons of selling the Old School House building to the TSA. Luke Pettengill pointed out the long-term vision of the

TSA is, however, to consolidate on the high school campus. Mary Gavin will resume discussions with Andrew Lane to further clarify lease provisions and a rental rate. The existing lease expires June 30th.

RFP for IT Services and Website Development:

Margy Becker reported a meeting with the Town's IT person has been arranged. She has obtained template RFP's. Kevin Gish will join the meeting, if his schedule permits.

12. **Appointments:**

Margy Becker asked the Board to postpone further appointments of a Tree Warden and Health Officer. A person interested in the position as Administrator of the Town's Flood Hazard Bylaw will be invited to the next Planning Commission meeting, and then to the June 17th Selectboard meeting.

13. **Independent Audit Bid Award:**

Deb Jones distributed her comparison of 4 bids for independent auditor. Bids ranged from a low of \$30,000 (Ron Beaulieu & Co. of Maine) to a highest bid of \$45,900 (Sullivan, Powers & Co. of Montpelier). The Town plans to award a 3-year contract for FY17 – FY19 audits. Deb Jones reported on the reference checks she had completed. Reference checks for the lower bidders were unsatisfactory. **Luke Pettengill made the motion to award the 3-year contract for independent auditing to Mudgett Jennett & Krogh-Wisner, P.C. for \$39,000. Kevin Gish seconded. The motion carried unanimously.**

14. **Dental Insurance Renewal FY18:**

Deb Jones presented an analysis of dental insurance renewal rates. A proposed premium increase of 2% for the existing plan was noted. The Town's FY18 budget can absorb this premium increase, if the Town adheres to Plan 7 with current monthly premium expense of \$213.54 and a similar employee census. FY18 premium payments would only increase by \$4.27/mo. to \$217.81/mo. After further consideration **Luke Pettengill made the motion, which was seconded by Kevin Gish, to renew the Northeast Delta Dental Plan 7. The motion carried unanimously.** The Town will not consider offering orthodontia coverage.

15. **Unfinished Business: Status and Action as Necessary:**

Mowing Contract – Town buildings: Deb Jones reported on new developments in the VLCT PACIF's administration of workman's compensation insurance. It is somewhat common for corporate officers to exclude themselves from coverage, in order to make rates affordable. The VLCT PACIF will begin the practice of 'docking' its insureds for acceptance of W/C coverage with excluded officers. Selectmen noted the financial penalty to the Town will be minimal in the case of a proposed mowing contract. Selectmen agreed to move forward with a 3-year mowing contract with Green Mountain Mowing of Royalton.

16. Adjournment:

The motion was made and seconded to adjourn at 9:16PM. The motion carried unanimously.

Mary Gavin
Luke Pettengill
Kevin Gish