

SHARON SELECTBOARD
Regular Meeting
MINUTES
Monday, July 17, 2017

Board Members Present: Mary Gavin, Kevin Gish, Luke Pettengill

Staff Attending: Road Foreman, Tim Higgins; Finance Manager, Deb Jones; Selectboard Asst., Margy Becker

Public Present: Quentin Lewton, Annie McGreevy, Laura Perez (Stagecoach Transportation), Brad Atwood (Stagecoach Board Member)

The Chair convened the meeting at 6:30pm.

1. Review & Approve Minutes: July 10 and July 11, 2017

Approval of minutes postponed to the next regular meeting.

2. Review & Approve Warrants

Check warrants only were approved.

3. Public Comments

July 1st storm damages: Annie McGreevy requested the Town re-establish ditch lines the length of Clifford Farm Road. Mary Gavin explained that Class 4 road repairs, unless routinely maintained, are ineligible for FEMA. Selectmen noted the town's responsibility for class 4 roads is to maintain bridges and culverts, which is somewhat of a vague directive. Some ditches are involved with culvert maintenance. They Board did not agree to maintain ditch lines the length of the road.

Quentin Lewton said the Town should submit an insurance claim to its insurance carrier for damages to Clifford Farm Road, and have the subrogation provisions kick in.

The following discussions were the Board's attempt to understand the chain of events in emergency base repairs to the bottom of Clifford Farm Road. It was clarified that the contractor who dumped 1" stone on top of the tailings did not rip out tailings first. Tim Higgins explained that the process of compacting the tailings left berms alongside of the road, which include tailings. Luke Pettengill stated that 2 ¼-inch stone should have been put down – not 1". Tim Higgins further explained that there are also two springs at the bottom of the class 4 road. Fabric should be put down before permanent repairs.

The road needs to be built up at least 15 to 18 inches. Mary Gavin asked whether residents had begun to talk about forming the road association. Annie McGreevy stated Debra Fisk had reached out to NewVista via email. The Selectboard will prepare a letter to Mr. Hall which asks him to remove the culvert in the stream and not replace, or b) replace with an appropriately-sized culvert or bridge. The substandard culvert has caused

the road to wash out several times. Tim Higgins reported that he had met on-site with River Management Engineer, Scott Jensen, the prior Thursday. He will not approve removal and/or replacement of the culvert without landowner consent.

4. Highway Business

Storm repairs: FEMA (gravel roads), FHWA (Rte. 132/Howe Hill)

There is no further news on the status of declarations. Tim Higgins explained he and the crew are unplugging culverts throughout Town, and will continue doing so for the next few days. He has unplugged some culverts on Clifford Farm Road and has more to do.

The process for proceeding with emergency repairs to Rte. 132 was re-evaluated. The need to proceed cautiously with procurement, in order to be eligible for FHWA dollars, was discussed. The Town will have to bid repairs to the erosion area at the guardrail by the Keyler's (former) house. Engineering expertise will be necessary. Selectmen then directed Margy Becker to begin procurement for an engineer to be retained on an hourly basis, in keeping with the Town's own procurement policies. Luke Pettengill explained the benefit of said engineer would be that he or she could then oversee the Rte. 132 paving repairs in addition to the Broad Brook Bank stabilization repairs, and any other substantive repairs.

Sugarhouse Road Layout: Tim Higgins reported he needs to know where the Class 4 portion of Sugarhouse Road ends and the legal trail section begins. A culvert has failed, and the State River Management Engineer has informed the landowner a 5-ft. squash pipe would be required. These are expensive. Margy Becker displayed the VTrans town highway map which depicts TH23 as a Class 4 road for its entire 1.47-mile length, but with the end section being an 'unimproved Class 4 road' for .57 miles. Galen Mudgett stated the highway records in the Town Clerk's office should be researched, due to Selectboard actions in the 1960's. He reported he is uncertain of the exact location of the Sharon/Norwich town line along that road. Tim Higgins explained the former Road Foreman had shown him about where the line is. After further discussion Tim Higgins was asked to gather cost estimates for a 5-foot squash pipe. The Town can then ascertain whether to expend the resources necessary to perform the research on the layout of Sugarhouse Road.

Driveway Permit Approval: 1062 Carpenter Road (Pringle)

Motion by Luke Pettengill to approve the driveway permit application for the Pringles at 1062 Carpenter Road with the conditions a) that an 18" driveway culvert be installed, and b) that the culvert and sight distances be maintained. Kevin Gish seconded. The motion carried unanimously.

Truck bid award:

Selectmen reviewed Deb Jones' most recent tabulation of bids as a result of clarifications from bidders. The Town is weighing the pros and cons of purchasing another 6-wheeler vs. a 10-wheeler. Mary Gavin inquired whether the Road Foreman had a preference. He

advocated for the 10-wheeler. The Town's fleet already includes a Western Star. Tim Higgins stated preference for another Western Star. He stated the visibility from the cab of a Western Star is superior to a Freightliner.

In following discussions Luke Pettengill noted the Freightliner bid for the 10-wheeler was \$9,000 less than the Western Star. Truck and body packages were examined briefly. Tim Higgins stated the Town already has a truck with a Fairfield body.

Kevin Gish made the motion to purchase the Freightliner 114SB (10-wheeler) with the Fairfield body for an amount not to exceed \$185,496 including the 7-year warranty and a minimum trade-in price for the 2010 Western Star of \$68,000 as bid. Luke Pettengill seconded. The motion carried unanimously.

Margy Becker has not yet begun to draft the RFP for culvert replacements on Harlow and Broad Brook nor finish the RFP for Bank stabilization. It is hoped an engineer can assist, when brought on board.

5. **Stagecoach Transportation:** Laura Perez Brad Atwood

Brad Atwood commented on Stagecoach Transportation's fiscal health (the organization is running 'in the black') and announced its name is changing to 'Tri-Valley Transit', as a result of a merger with another transit organization from the west side of the state. Jim Moulton will be Executive Director.

Laura Perez provided a summary of services to towns in Tri-Valley Transit's service area, including fixed bus service and non-emergency medical patient transportation. Mary Gavin asked for, and Laura Perez will attempt to provide, a 3-year history of ridership from Sharon.

Discussions followed regarding what Tri-Valley Transit hopes the Town can fund as its 'fair share'. The Town of Sharon FY18 appropriates \$2,000 to Tri-Valley. The 'fair share' amount is \$3,600/year. The Town has the option to increase its support incrementally over the next few years. More details on 'fair share' calculations will be sent to the Town.

6. **Board of Listers: FY18 Tax Rate:**

Galen Mudgett presented his calculations of the municipal and veterans off-set tax rates. He noted the grand list increased this year thanks to the solar farm on Broad Brook Road and SunGen at Commerce Park, both of which are valued in excess of one million dollars.

The Municipal rate is down one one-thousandth of a percent. The veterans offset is up slightly due to exemptions for two additional veterans. The Town has no control over education tax rates, as they are set by the State of Vermont.

Kevin Gish made the motion to set the FY2018 tax rates as follows:

Municipal rate: \$.6772 which raises \$1,082,907.80 (Decrease of \$.0001)

Veterans offset rate: \$.0017 which raises \$2,718.46 (Increase of \$.0008)

Luke Pettengill seconded the motion. The motion carried unanimously.

The State education rates are as follows: homestead \$1.4735 (*up \$.0275*); non-residential rate \$1.4824 (*up \$.0363*).

Therefore, total combined FY2018 rates are as follows:

Total Homestead Tax Rate: \$2.1524 (increase of \$.0282)

Total Nonresidential Tax Rate: \$2.1613 (increase of \$.037)

(Board of Listers documentation is attached to minutes)

7. **Performance Evaluations/ Draft Personnel Policy Review**: discussions postponed

8. **Selectboard Priorities**: discussions postponed

9. **Finance Manager Reports**:

Deb Jones reported on the status of her research on firms that could analyze surface materials samples from Fay Brook Road and the garage stockpile. M&W Soils will charge \$100/hour and collect the samples at \$75 per sample. Samples will be collected with the help of the road crew.

Motion by Kevin Gish to authorize hiring M&W Soils to conduct soils sampling at the rates quoted the Finance Manager. Motion was seconded by Luke Pettengill. Motion carried.

10. **Compensation – Flood Bylaw Administrator**:

Motion by Kevin Gish that the newly-hired Flood Hazard Bylaw Administrator be paid the rate commensurate with the current pay table. Luke Pettengill seconded. The motion carried unanimously.

11. **6:30PM Executive Session**: – Personnel

Motion to enter executive session at 8:25PM with the Finance Manager in attendance to discuss a personnel issue by Luke Pettengill. Kevin Gish seconded. Motion carried. The Selectboard exited executive session at 9:17PM. No formal action followed.

12. **Adjournment**:

Motion by Mary Gavin to adjourn at 9:17PM. Kevin Gish seconded. The motion carried.

Submitted by, Margy Becker