

Town of Sharon

Town Offices 69 VT Rte 132

Regular Selectboard Meeting Minutes

August 7, 2017

I. Call to order

Mary Gavin called to order the regular meeting of the Selectboard at 6:30pm on August 7, 2017 at the Sharon Town Offices.

II. Attendees

The following persons were present: Mary Gavin, Chair, Kevin Gish, Clerk, Tim Higgins, Road Foreman, Deb Jones, Finance Manager, Brad Howe, Road Crew Member, Noel Guarino, Christine Guarino, Jools Skeet, Tulio Browning, Annie McGreevy, Quentin Lewton, Everett Hammond PE, Mona Foster, Collector of Delinquent Taxes

III. Approval of minutes from last meeting

After review of minutes, Mary Gavin made a motion to pass the minutes for the July 10 Emergency Meeting, July 11th Emergency Meeting, July 17th Regular Meeting, and July 20th Special Meeting. Kevin Gish seconded the motion and the minutes were approved 2-0-0.

IV. Driveway Permits

- a) Jools Skeet's and Tulio Browning's driveway permit application was reviewed. When asked by the Board for his opinion, Tim Higgins said he felt the driveway entrance needs an 18" diameter culvert installed by the owner. He asked the applicants to contact him when they'd be ready to install the culvert and he'd have the road crew dig the ditch to the proper depth and then have the applicants install the culvert and backfill.

Kevin Gish moved to approve the Skeet/Browning driveway permit application at 1977 Moore Road with the requirement that an 18" diameter culvert be installed, which was seconded by Mary Gavin and approved 2-0-0.

- b) Noel and Christine Guarino's driveway permit application was reviewed. When asked by the Board for his opinion, Tim Higgins had no concern. **Kevin Gish moved to approve the Guarino driveway permit application at 59 Breezy Lane, which was seconded by Mary Gavin and approved 2-0-0.**

V. Clifford Farm Road

Annie McGreevy asked the Selectboard for a copy of the letter sent to David Hall, the owner of the property with the improvised culvert at the site of the washout caused by the July 1 storm. Mary Gavin said she'd get a copy of the letter to her. Mary summarized the contents of the letter to include requesting that the culvert be removed and a proper channel installed after consultation from the State's stream engineer. When asked by Annie McGreevy if the Town planned to bill the owner for damages, Mary Gavin replied that the Town did not plan to do so.

Quentin Lewton informed the Board and Tim Higgins that he identified two more culverts on Clifford Farm Road to be cleaned that were not known previously. Tim said he'd take care of them soon.

VI. Capital Improvement Planning for Paved Roads

Everett Hammond PE presented his first draft report for the Town's paved road maintenance schedule, which included projected costs, and options for annual budgeting to cover those costs.

VII. Collector of Delinquent Taxes Report

Mona Foster, Collector of Delinquent Taxes, presented the Board with her collection policy and a listing of delinquencies. She showed a list of properties she is considering for tax sale. She asked the Selectboard if they would agree that the Town would pay the legal fees if the property was put up for sale but didn't sell. The Selectboard asked to clarify State statute on the matter. Other questions they asked to have answered were whether her position needs to be bonded, and if the Collector could have an assistant. Deb Jones will investigate with VLCT.

VIII. Road Foreman's Report

Tim Higgins reported the bridge seam at River Road has been paved. Crack sealing is done for this year on Rte 132. Guardrail work quoted in June was completed. Material sampling is scheduled August 9. Bobby Cushman took another position and his last day of work was 8/3/17. Grading continues. Mowing has been delayed while sensors on the John Deere tractor are repaired at Blackmount in Lyndonville. The CCC weed harvesting will be done this week.

Tim mentioned that a Sugarhouse Road property owner would like to know if the Town will provide a squash pipe for a culvert, but the Selectboard believes

the area is part of the legal trail, not part of the Class 4 Road, so they did not vote to provide the squash pipe. Tim Higgins will inform the owner.

Regarding the Town's effort to be ready to pull in additional help for the road crew when needed, Tim and the Selectboard both believe it would be a good idea to have two or three people with highway experience serve the Town on an "on call" basis. Deb will look into this.

Tim was asked about vehicle repairs. He responded that Truck 3's dash had been repaired, the repair to the AWD 6-wheeler was done, too. A windshield on the loader still needs to be repaired.

IX. Other business

The Board discussed the request from the Energy Committee for a letter of interest for Enhanced Energy Planning. **Kevin Gish moved that the Selectboard provide a letter of interest and Mary Gavin seconded the motion. The motion was approved 2-0-0.**

The Selectboard scheduled the start of the process for Employee reviews. Employee reviews with self-evaluations are due by August 31. Deb Jones will notify employees.

The Board asked Deb Jones to find out if Luke Pettengill, Margy Becker and Tim Higgins could meet on Sept. 11 rather than the 1st Monday, which falls on Labor Day.

Selectboard members signed warrants provided by Deb Jones.

X. Adjournment

Mary Gavin adjourned the meeting at 9:20pm.

Minutes submitted by: Deb Jones