

**SHARON SELECTBOARD
REGULAR MEETING
Monday, September 11, 2017
MINUTES**

Selectboard Members present: Mary Gavin (Chair), Kevin Gish, Luke Pettengill;
Staff Attending: Tim Higgins, Road Foreman; Deb Jones, Finance Manager; Margy Becker,
Selectboard Assistant. **Visitors:** Bruce Weatherell

Mary Gavin convened the special meeting at 6:30PM.

Regular Business:

1. Approval of Minutes:

Kevin Gish made the motion to approve the minutes of August 21, 2017 as submitted. August 21, 2017. Mary Gavin seconded. The motion carried.

2. Review & Approve Warrants:

Payroll and check warrants were reviewed and approved.

3. Public Comments:

Bruce Weatherell commented on his dissatisfaction with maintenance of Fay Brook Road and signage, and road shoulder erosion throughout town. The Road Foreman was asked to follow-up regarding a) removal of large stones that have fallen from embankments after grading, b) maintenance of 'Blind Drive' sign, c) replacement of missing speed sign by the Jennings.

4. Highway Business:

- a. **Road Foreman reports:** Tim Higgins provided reports on the status of grading and roadside mowing. Seasonal crew has completed a roadside mowing with a second pass on paved roads. Culverts have just been replaced on Quimby, Carpenter, and Beaver Meadow roads. The new truck has yet to be delivered to HP Fairfield. Deb Jones will follow-up.
- b. **Storm water Best Management Practices:** Tim Higgins reported on a recent meeting with Rita Seto, TRORC transportation planner, to review the new grants-in-aid program for implementation of new storm water best management practices. The Town is in receipt of these pilot funds in the amount of \$14,200 (\$2840 local match). Rita Seto is researching whether such grants are applicable to class 4 roads. A site will be selected and repairs will be constructed during spring 2018.

- c. **Results of Gravel Sampling:** Selectmen briefly discussed the results of the sampling performed by M&W Soils. It appears that materials being applied to gravel roads is not quite meeting VTRANS standards for sieve analysis (particle size). Hardness testing still has to be done. The road crew will deliver samples to VTRANS for analysis at no direct cost to the Town. Selectmen and Tim Higgins discussed the plan for the stockpile at the garage to be blended in order to bring the whole mix up to VTRANS specifications. The road crew was directed to commence purchasing gravel from Pike or Twin State S&G effective immediately. Tim Higgins will further research pricing and costs for direct haul. The Town still has to complete all FEMA-eligible repairs to gravel roads and shoulders as a result of the July 1 storm event.
 - d. **Paving CIP:** The Town is in receipt of Hammond Engineering's capital improvement plan for paved roads. Selectmen expressed concern over the forecasted expense to rehabilitate and pave Howe Hill road in addition to addressing paving elsewhere in Town. More discussions regarding how best to finance future paving projects will follow after Deb Jones has taken Hammond Engineering's cost estimates and added them to a comprehensive highway capital improvement plan over 20 – 25 years.
 - e. **Bid Award: FY18 At-Ready Engineering services:** Selectmen postponed a decision to hire a professional engineer until Monday, September 18 and after further clarifications of proposals are received.
 - f. **Rte. 132 Emergency Repairs Contract Signing:** Kevin Gish made the motion to award the bid for emergency repairs to Rte. 132 to Nott's Excavating, Inc. The motion was seconded by Luke Pettengill and carried unanimously.
 - g. **FEMA Update:** FEMA representatives are now contacting area towns to confirm damage assessments. Town staff are in the process of compiling documentation of July 1 storm repairs to-date.
 - h. **Getting ready for winter:** Tim Higgins reports that all winter sand has been stockpiled. Salt pricing was discussed briefly. Cargill has put forth a price of \$72.33/ton. Luke Pettengill reported the price is lower than the State's price. Tim Higgins spoke favorably about Cargill's ability to provide salt when needed. Luke Pettengill suggested American Rock Salt be contacted for a price comparison. Advertising will resume for the road crew vacancy.
 - i. **Beaver baffles – Chapel Hill Road:** Tim Higgins noted that the beaver trap device needs a redesign and that Skip Lisle will perform the repairs next week. Neighbors continue to attempt to modify the device. Their modifications mean the trap is not working as intended. A letter will be sent to residents on Chapel Hill Road asking people to restrain from tampering with the device.
5. **Baxter Library – Floor grates:**

Margy Becker reported she and Ken Wright had inspected the grates in the floor at the Library, after receiving the report that a library patron had fallen as a result of purportedly tripping on the grates. Ms. Becker reported the grates appear to be flush with the wood floor, except for a Selectmen agreed to authorize Ken Wright to grind edges and to screw the grates into the floor.

6. **Employee Performance Evaluations:** Selectmen agreed to further discuss the schedule for employee performance evaluations after an executive session.
7. **OSH 5-year Lease 2017-2020: 2nd Revision:**

Kevin Gish made the motion to authorize the Chair to sign the revised lease dated August 23, 2017. The latest revisions are necessary to align the annual renewal dates, lease term, and the dates for rent escalation clauses as set forth in Section 2 (“Term”) and Section 3 (“Rent”).
8. **Selectboard Assistant Report:** Margy Becker reported the Town has received a copy of the Certificate for Public Good for Norwich Technologies’ solar installation on Rte. 132. It was agreed that the Memorandum of Understanding between the Town and Norwich Technologies, along with the Decommissioning Plan, will be archived in the Town Clerk’s office.
9. **Executive Session:** **Kevin Gish made the motion at 8:37PM to enter executive session to evaluate one or more employees, with the Road Foreman and Finance Manager in attendance. Luke Pettengill seconded the motion, and the motion carried unanimously.**

Selectmen exited from executive session at 9:20PM.

10. **Adjournment:** **Luke Pettengill made the motion to adjourn at 9:20PM. The motion was seconded and carried unanimously.**

Submitted by Margy Becker