

**SHARON SELECTBOARD
REGULAR MEETING
Monday, November 6, 2017**

MINUTES (DRAFT)

Selectboard Members present: Mary Gavin (Chair), Kevin Gish, Luke Pettengill;
Staff Attending: Deb Jones, Margy Becker, Tim Higgins.
Visitors Attending: David Karon, Clare Holland

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

1. Approval of Minutes:

Kevin Gish made the motion to approve the minutes of October 23, 2017 as submitted. Luke Pettengill seconded. The motion carried.

2. Review & Approve Warrants:

Check warrants were reviewed and approved.

3. Norwich Technologies landscape plan:

Selectmen further discussed Norwich Technologies' non-compliant driveway access construction and configuration of a proposed landscape plan. The Planning Commission has agreed to the types of plantings, hence the Selectboard supports that decision. However, Selectboard members still want the proposed landscape plan to reflect actual site plans and a compliant driveway access. Luke Pettengill made the observation that the driveway appears to end in trees to be planted along Rte. 132, and that the site plan therefore does not reflect the true driveway layout.

Margy Becker was requested to report to NT that it needed to revise its landscape plan to reflect the actual driveway location – minus the second curb cut. And NT needs to report to the Board how it intends to block off the second access point.

4. Highway business:

The Road Foreman was unable to attend the meeting. Road Foreman reports will resume November 20th. Margy Becker briefly reported that Holden Engineering met on-site with Tim Higgins and Scott Jensen to review a scaled-down bank stabilization plan for a segment of Broad Brook Road. Selectboard asked that Holden Engineering report on its survey and proposed plan at the December 4th meeting; Tim will report on the site visit at the November 20th meeting.

Margy Becker reported that she and Deb Jones continue to work with FEMA to enter the July 1 storm damage inventory into the grants portal. Nott's is completing final Rte. 132 repairs.

Margy Becker will follow-up with Chris Bump, VTRANS District 4, concerning final inspection and project closeout. Luke Pettengill asked that the Road Foreman report on plans to address erosion at a culvert by Old Stage Road/Broad Brook Road intersection. He also commented on river bank erosion at the west end of the Steel Bridge over the White River. These items will be added to the November 20th agenda.

5. Driveway Permit Application – Beaver Meadow Road:

Action was postponed to November 20th, pending an inspection by the Road Foreman of the proposed access. The owner of 33 O'Donnell Farm Road is proposing a second entrance to her property from Beaver Meadow Road.

6. EC Fiber – Status Report:

Town liaison to EC Fiber, David Karon, reported on proposed 2018 buildout of high-speed internet. Sharon has been dropped from the 2018 buildout. Lack of cooperation from Fairpoint (Consolidated Communications) and lack of force labor were cited as reasons why EC Fiber chose to scale back its commitment to build out 350 miles in 2018. Mr. Karon will talk with Lister Galen Mudgett to assure that EC Fiber is utilizing the proper estimate for the number of households in Sharon. Clare Holland joined the meeting as Alternate Town representative to EC Fiber.

7. Preliminary FY19 Budget Discussions:

Selectmen agreed on a tentative schedule for additional budget meetings in December. Review of the operating budget for the general fund will commence November 20th. An earlier start to annual fuel bidding was discussed.

8. Selectboard Assistant Reports:

Margy Becker will continue to pursue emergency response training opportunities for Selectboard members. Carol Flint has indicated 4 new firefighters also need training in the national incident command system (ICS).

9. Observance of Veterans Day Paid Holiday:

Selectmen agreed that – in accordance with existing personnel policies – Veterans Day holiday observance will be Friday, November 10th – since the holiday falls on a Saturday. Only the road crew, which has resumed its 40-hour 5-day week schedule, will receive a paid holiday and will take Friday off. The remaining staff work hours Mondays – Thursdays. Selectmen did note, however, an alternative interpretation of the policy could result in paying all employees for the holiday, since the holiday is listed in the policy as a “paid holiday”.

10. Executive Session:

Kevin Gish made the motion to enter executive session at 8:30PM with Deb Jones for the review of the performance of one or more employees. Luke Pettengill seconded. The motion carried. The Board exited executive session at 8:40PM.

There was no subsequent action regarding personnel in open session.

11. Adjournment:

A motion to adjourn was made by Luke Pettengill at 9:00PM. The motion was seconded and carried unanimously.

Submitted by Margy Becker

DRAFT