

**SHARON SELECTBOARD**  
**Regular Meeting Minutes (Draft)**  
**March 19, 2018**

**Selectboard Members present:** Mary Gavin (Chair), Kevin Gish, Joe Ronan  
**Town officials attending:** Peter Anderson, Ira Clark, Sue Sellew (Planning Commission)  
**Visitors:** Kolbi Walton-Strong, Countryside Property Maintenance  
**Staff Attending:** Deb Jones, Margy Becker

Call to Order: Mary Gavin convened the regular meeting at 6:30pm.

**Kevin Gish made the motion to appoint Mary Gavin as temporary chair for the purposes of nominations. Joe Ronan seconded. The motion carried 2-0-1 (Mary Gavin abstained).**

**Election of Officers:**

**Mary Gavin made the motion to nominate Kevin Gish as Chair. Joe Ronan seconded the motion and the motion carried 2-0-1 (Kevin Gish abstaining).**

**Mary Gavin made the motion to nominate Joe Ronan as Vice Chair. Kevin Gish seconded the motion, and the motion carried 2-0-1 (Joe Ronan abstaining).**

**Kevin Gish made the motion to nominate Mary Gavin as Clerk. Joe Ronan seconded the motion, and the motion carried 2-0-1 (Mary Gavin abstaining).**

**Administrative Business** – postponed until April 2<sup>nd</sup>.

1. Adopt Selectboard Code of Conduct
2. Adopt Selectboard Meeting Schedule
3. Discuss 2018 Selectboard work plan

**Public Comments:**

Kolbi Walton-Strong (Countryside Property Maintenance) spoke with Selectmen concerning his contract for maintenance of town sidewalks. He needs continued access to Town sand and particularly salt. The Selectboard has drafted a policy to restrict access to the Town's sand supplies (outside the gate) to residents for non-commercial use. Kolbi noted the RFP to which he responded indicates the Town would supply sand and salt. His Agreement for Services with the Town includes somewhat ambiguous language about the provision of sand and salt. Therefore, it was agreed that Countryside Property Maintenance will continue to have access to the Town's sand and salt pile in the interim, and that Kolbi is to coordinate loading with Interim Road Foreman Brad Howe. Selectmen requested Kolbi not operate town equipment. Selectmen asked to see evidence that the Town is an "additional insured" on Countryside's insurance policy.

**Executive Session:**

**Motion by Kevin Gish to enter Executive Session at 7:00PM to discuss a personnel matter. The motion was seconded and carried unanimously.** Selectmen exited Executive Session at 7:40PM.

**Proposed Town Plan Revisions – Overview:**

Planning Commissioners Ira Clark, Sue Sellew, and Peter Anderson met with Selectmen to provide an overview of proposed changes to the land use chapter of the Town Plan. These revisions have been made in light of concerns that large-scale intensive development is not sufficiently addressed by current language. A major concern is preservation of forest blocks for wildlife corridors, particularly in the southeast quadrant of the town. One proposed change is to introduce a new requirement for a minimum lot size of 5-acres. The minimum lot size would align with Strafford's policy. Proposed revisions also include a reduction of acreage in 'rural residential' areas to more closely reflect current development patterns along town highways. Commissioners also presented draft Town Plan maps that display current vs. proposed future land use areas. These maps remain on view in the Planning Commission meeting room in the Town Offices.

Planning Commissioners asked Selectmen to provide their feedback on proposed revisions by the second Tuesday of April, which is when the Planning Commission next meets. Both the Planning Commission and Selectboard are required to hold public hearings on proposed revisions. Adoption of the amendments will be by action of the Selectboard subsequent to public hearings.

Planning Commissioners and Selectmen also discussed additional planning priorities to include revisions to the Town's flood hazard regulations once a new model regulation is issued from the VT Dept. of Environmental Conservation. The subdivision regulations need to be revised. The Planning Commission will be meeting with the Energy Committee soon to discuss developing a strategy for siting alternative energy facilities within the town. Adoption of a junkyard ordinance was agreed to be in the Selectboard domain, and a low priority of the Planning Commission.

**Contract with Willey Earthmoving:**

**Mary Gavin made the motion to accept the construction contract with Willey Earthmoving for repairs to the streambank on Broad Brook Road. Joe Ronan seconded. The motion carried.** Selectmen signed the contract and signatures were notarized. Construction is slated to begin in late April.

**Finance & Maintenance Agreement – TH17 Traffic Sign Upgrades:**

**A motion was made by Joe Ronan to accept VTRANS' counterproposal of indemnification language for Finance and Maintenance Agreement. Kevin Gish seconded. The motion carried.** Selectmen will sign the Agreement at its April 2<sup>nd</sup> meeting. VTRANS will be

upgrading traffic warning signs on Fay Brook Road. The construction work is to be conducted at no cost to the Town.

**Annual Highway Financial Plan/Codes & Standards:**

**Motion by Mary Gavin to approve the FY19 Annual Financial Plan.** The Plan documents the Town's intent to submit applications for two highway grants – one for paving and one for culvert upgrades. **The motion was seconded and carried unanimously.**

Selectmen suggested the Town's interim Road Foreman, Brad Howe, be given the opportunity to become familiar with the **State's 2013 Road and Bridge standards** prior to adoption of the standards at the April 2<sup>nd</sup> meeting.

**Sand Policy and Mailbox Replacement Policy:**

Discussions on the draft policies were postponed.

**Planning Commission Appointments:**

**A motion was made by Mary Gavin to reappoint Ira Clark and Paul Kristensen to the Sharon Planning Commission for three-year terms expiring March 2021. The motion was seconded and carried unanimously.**

Margy Becker was asked to research Selectboard minutes for the period of 2004-2008  $\pm$  to determine whether the Planning Commission is truly a 5-member board or a 7-member board with 2 vacancies.

**Public Safety and Access to Town Buildings:**

Deb Jones reported on the status of a security system for Baxter Library. Windsor County Sheriff will be contact again to request patrols of the Library. Further discussions on the agenda item were postponed.

**Approval of Minutes:**

**A motion was made by Mary Gavin to approve the minutes of March 5<sup>th</sup> with one change as follows:** "Deb Jones reported the VLCT PACIF will pay out \$2,210.49 to Barbara Bragg to compensate her for damage to her vehicle (add) caused by a town truck." **The motion was seconded by Kevin Gish and carried 2-0-1 (Joe Ronan abstaining).**

**Mary Gavin made the motion to approve the minutes of March 9<sup>th</sup> without changes. Kevin Gish seconded. The motion carried 3-0-0.**

**Mary Gavin made the motion to approve the minutes of March 15<sup>th</sup> without changes. Kevin Gish seconded. The motion carried 3-0-0.**

**Approval of Warrants:**

Warrants were reviewed and approved.

**Executive Session – Personnel:**

**Motion by Mary Gavin to re-enter Executive Session at 7:40PM to discuss a personnel matter. Joe Ronan seconded. The motion carried unanimously.**

The Board exited Executive Session at 9:08PM.

**Adjournment:**

**A motion was made by Mary Gavin, seconded by Joe Ronan, to adjourn at 9:08PM. The motion carried.**

Submitted by, Margy Becker