

## **SHARON SELECTBOARD**

REGULAR MEETING

Monday, June 18, 2018

6:30PM

Sharon Town Offices, 69 Rte 132

### **MEETING MINUTES**

Kevin Gish called the meeting to order at 6:30pm.

**Attendees:** Kevin Gish, Chair; Joe Ronan, Vice Chair; Mary Gavin, Clerk; Frank Rogers, Road Foreman; Deb Jones, Finance Manager. Margy Becker, absent.

#### **Approval of Minutes**

Mary Gavin made a motion to approve the minutes for their regular meeting on June 4, 2018, seconded by Kevin Gish, and the motion passed 3-0-0.

#### **Road Foreman's Report**

Frank Rogers reached out to four firms to provide bids on the culvert extensions needed on Broad Brook at Old Stage Road and on Harlow Road. Two firms submitted quotes for the extension and sidewalls, PMB Concrete at \$8500 and Daniels Construction at \$40,000. **Mary Gavin moved to accept the bid from PMB Concrete to build extensions on the two existing box culverts located on Broad Brook Rd and Harlow Road and to allow Deb Jones to create and sign a work agreement on behalf of the Selectboard. Joe Ronan seconded the motion, and the motion was carried 3-0-0.**

Frank reported that Broad Brook Road's bank stabilization project is complete and the second site on Broad Brook Road to stabilize a slide has also been completed. The road crew will be replacing the guardrails on the second site. Frank Rogers will be speaking with Peter Holden, the engineer for the stabilization project, to ask about the large size of the stone specified for the culvert inlet, which he is concerned could hamper efforts to clean and maintain the inlet.

The Grants-in-Aid project on Howe Hill is complete. He will bring slips to Deb and Margy to complete the grant process. Mowing has started for the asphalt roads.

Frank requested the Selectboard allow him to proceed with the one-mile of top dressing included in the FY2018 budget with a limit of \$20,000. This would normally have been done last summer, but the July 1 storm prevented that work from being completed. He is receiving quotes from Pike and Twin State and will get prices for 3/4" hardpak per ton for material only and delivered. He plans to use a combination of the Town's 2 tandem trucks hauling and 2 or 3 trucks hauling from the vendor (Pike

or Twin State). **Kevin Gish motioned to give the Road Foreman permission to negotiate the hardpak hauling and material agreement to top coat Moore Rd from Howe Hill to Leon's Lane, then as much of Leon's Lane as budget allows, and then to continue on Moore Road up to \$20,000 maximum. Joe Ronan seconded the motion, which passed 3-0-0.**

Removal of cable guardrail and replacement with band guardrail was discussed. The Selectboard would like to know if there are requirements for guardrail to be used near the railroad tracks or under the interstate overpass, since this is where he has seen the cable rail often used.

### **Ogden Lane**

Kevin Gish offered to work with Margy Becker to complete Ogden Lane's Findings, Conclusions, and Decision for consideration at the next regular meeting. The Board also requests that Margy set up a meeting for Frank to meet Tom Ward and for Frank to mark out the area that needs to be kept clear for Town vehicles and equipment needed to maintain Ogden Lane and to turn around.

### **Letter of Support**

The Selectboard chose to table its discussion to sign a four town letter of request to the Vermont Council on Rural Development for a 2019 community visit to encourage creative and cooperative solutions to common issues faced by the four towns.

### **Financial Report**

Deb Jones presented the Pay Table for the Selectboard's approval. Mary Gavin made a motion to sign the pay table as presented, which was seconded by Joe Ronan, and passed 3-0-0.

Deb asked the Board to formalize the rate of pay discussed at a prior meeting for one of the Road Crew. Mary Gavin made a motion to set the hourly wage of a road crew member who had been receiving \$21/hour for a temporary period to continue to receive that wage rate effective May 14, 2018. The motion was seconded by Joe Ronan and passed 3-0-0.

Deb had been contacted by Randy Leavitt from the Sharon Academy to ask the Selectboard to address the bump at the bottom of the road leading up to the Academy and to consider painting side and/or a middle line on the road for safety purposes. The discussion was table until a later date to find out more information about maintenance of the road and the State's line painting program.

At 7:37pm Mary Gavin made a motion to enter into Executive Session for the purpose of evaluating the performance one or more employees, which was seconded by Kevin Gish and passed 3-0-0. The Selectboard exited Executive Session at 7:55pm.

Mary Gavin motioned that the Selectboard continue the employment of an employee with modifications as outlined by their physician and to reassess accommodations at the next Selectboard meeting scheduled after the next report from the physician. Joe Ronan seconded the motion, which passed 3-0-0.

Kevin Gish made a motion to direct the Finance Manager to collect \$35 per pay period from an employee's wages to recoup the unpaid share of the employee's health-related insurance premiums, seconded by Joe Ronan and passed 3-0-0.

Selectboard members signed warrants provided by Deb Jones. Warrants for the Broad Brook bank stabilization submitted by Willey Earthmoving and Holden Engineering were held to gather more information about terms of their agreements.

#### **Windsor County Sheriff's Contract**

Mary Gavin made a motion to accept the FY2019 contract from the Windsor County Sheriff's Department and to request flexibility in scheduling by having 5 shifts per week for the first 17 weeks of the fiscal year, 3 shifts per week for the next 17 weeks, and then 4 shifts per week for the final 18 weeks of the fiscal year. Joe Ronan seconded the motion, which passed 3-0-0. Kevin Gish will speak to the Sheriff's Department about this scheduling change.

#### **Next Meetings**

Selectboard members agreed to have their July meetings on July 9<sup>th</sup> and on July 16<sup>th</sup>.

#### **Adjournment**

Mary Gavin made a motion to adjourn the meeting at 8:40pm. The motion carried 3-0.

Minutes submitted by: Deb Jones