

**SHARON SELECTBOARD  
REGULAR MEETING  
Monday, October 15, 2018  
Minutes (Draft)**

**Attending:**

Board members present: Kevin Gish, Joe Ronan, Mary Gavin

Staff present: Frank Rogers, Road Foreman; Deb Jones, Finance Manager; Margy Becker, Selectboard Assistant

Visitors present: Dana Colson, resident

1. **Public Comments:**

Mr. Colson is involved in a lengthy investigation, involving multiple law enforcement agencies, of his son's death last winter. His son's killer is still at-large, a convicted felon, and a heroin addict. Dana Colson made recommendations to the Selectmen concerning actions it could take to assist investigations of this type.

2. **Review/Approve Agenda:**

It was noted that the Baxter Library Trustees had re-scheduled for the November 5<sup>th</sup> agenda.

3. **Selectboard Member Reports:**

Board member Joe Ronan agreed to be the Town's representative to a 4-town planning process VT Council on Rural Development will facilitate beginning in February 2019. The 4 towns participating are Royalton, Tunbridge, Strafford, and Sharon.

Kevin Gish presented a letter of support for Sharon Health Initiative's ("SHI") application to the "Spark! Connecting Community" grant program. **Mary Gavin made the motion to accept the letter of support on behalf of SHI. Kevin Gish seconded. The motion carried unanimously.** Selectboard members signed the letter, and it will be forwarded to Trudi Brock via email.

Selectmen noted Bonnie Bergeron's request to perform maintenance to Clifford Farm Road. Margy Becker stated this had been a 'last minute' request, and the Contractor had already completed the work. The road crew has finished cleaning out culverts on the road. Mary Gavin indicated she would have preferred more precise information about planned improvements. Staff was asked to follow-up with Ms. Bergeron with the suggestion that landowners form a road association.

4. **Review & Approve Minutes:**

**A motion was made by Kevin Gish to approve the minutes of October 15, 2018 as drafted. Joe Ronan seconded. The motion carried unanimously.**

**5. Approve Warrants:**

Check and payroll warrants were approved.

**6. Road Foreman Reports:**

Frank Rogers reported the crew is satisfied with the field tests conducted of a JCB backhoe. It was agreed the Town will purchase a 2018 model, which could be made available the soonest. Trade value is dictated by the number of hours on the machine, not solely on model year.

Frank reported on a proposal from Maine Oxy (\$525.00) for welding equipment. Dana Colson will also provide an additional quote for a more appropriately-sized welder. The crew is building a sand screen for use this winter.

The crew attended a winter highway maintenance workshop, and they all found it to be beneficial. Frank reported that he will explore pre-treatment of paved roads in combination with changes in the timing and amount of salt applications in order to reduce overall salt consumption. The crew has finished hauling winter sand. Two trucks are ready for winter operations if need be. Grading and ditching will continue as long as the weather permits.

The 1-ton has to be delivered to TENCO for repairs (pistons, headboard, bed chain). He estimates approximately \$2,500 as the cost of repairs.

Two Rivers ORC planning staff will be meeting with Frank Rogers this week to review draft data from a **town-wide Road Erosion Inventory** conducted with funding from the VTRANS Better Roads grant program. A final written report, maps, and photo documentation of road segments needing priority repairs will be presented to the Town in late November to early December. The inventory includes class 3 and 4 paved and gravel roads, and it will provide the basis for capital plan for compliance with the Municipal Roads General Permit over the next 20 years.

Frank distributed information regarding the Caterpillar “pay-back” program in which CAT equipment owners are entitled to ‘CAT credits’ if the fuel burn rate exceeds a certain threshold.

The crew has finished hauling winter sand. Two trucks are ready for winter operations if need be. Grading and ditching will continue as long as the weather permits.

Frank Rogers will follow-up regarding subcontracting **driveway repairs at Baxter Library**. Deb Jones noted the VLCT PACIF requires culverts be ‘staked’ or marked, as a way to minimize risk to road crew vehicle operations.

Lastly, Frank Rogers reported that though he has staked the limits of the turnaround on **Ogden Lane**, Tom Ward has parked equipment there. Selectmen requested that a letter, to be sent via certified mail, be sent to Mr. Ward requesting that the turnaround be cleared by November 1<sup>st</sup>.

7. **Agreement with Sharon Academy for Maintenance of Outdoor Equipment:**

**Motion by Kevin Gish to approve ‘version 3’ of the Agreement between the Town of Sharon and The Sharon Academy for maintenance of a GaGa Ball Pit and other recreational equipment installed on town property. Joe Ronan seconded. The motion carried.**

8. **South Royalton Rescue – Status of Activities**

Mary Gavin, who is a member of the SRRS Advisory Board along with Jason and Carol Flint, reported the SRRS’s new executive director hopes to meet with the Town at a later date. Steve Belmont brings a lot of experience to the position. A new ambulance is to be purchased, and the Town of Royalton is donating \$5,000 towards to the \$250,000 vehicle. Mary Gavin inquired whether the Town of Sharon would contribute. Discussions on this request will be addressed as the budget process gets underway for FY20. The SRRS preliminary FY20 budget indicates the Town of Sharon’s assessment of \$55/ per capita may remain level. A final SRRS budget will be available by the December 3 Selectboard meeting.

9. **Sampling – Baxter Library Well:**

Mary Gavin noted the cost of P2 Environmental’s proposal for baseline sampling at the Baxter Library well is less than \$500. **Motion by Mary Gavin, seconded by Joe Ronan, to authorize P2 Environmental to sample for nitrates, coliform bacteria, and VOC’s at the Baxter Library well. The motion carried unanimously.**

10. **Agreement with TSA re: Playground Equipment Installations on Town Property:**

Andrew Lane’s proposal has been revised by Selectmen Joe Ronan. Margy Becker reported Andrew Lane was satisfied with the changes. She has made a few minor corrections to a final version. **Motion by Kevin Gish to approve the “Playground Equipment Agreement” version 3. The motion was seconded and carried.**

11. **Website Development Proposals:**

Two proposals were received. The costs associated with each are too high and ranged from \$32,500 to \$7,000 – \$9,000. No bid was awarded. Margy Becker will contact proposers to explore different approaches for procurement of website design and ongoing content management services. This website was migrated from Joomla, but migration is incomplete. Mike Tisdale Consulting provided help with the initial migration.

## **12. Norwich Technologies – Financial Assurance of Rte. 132 Solar Decommissioning**

Discussions were held in follow-up to the Sept. 17 Selectboard meeting. Norwich Technologies' owner, Joel Stettenheim, had offered the Town an outright payment of \$5,239, which when invested at 7.5%, would assure the solar array could be decommissioned if NT defaulted on its obligation to do so. The Selectboard did not accept the offer at the time, and other financial assurance options were considered. A lien on the property was proposed as an alternative solution.

Joe Ronan explained how a lien might achieve the Town's objectives. He then stated his preference would be purchase of a zero-coupon bond at a more realistic present value, invested at a more realistic 2.5%, and with a maturity date of 25 years as another way of achieving the Town's objective of financial assurance. Selectmen agreed to forward this counter proposal to Norwich Technologies.

## **13. Finance Manager Reports:**

Deb Jones provided more information on **health insurance plans** offered by MVP and VACE (VT Association of Chamber Executives). She has scheduled a meeting with The Richards Group, an insurance broker, to obtain additional information that might be helpful to the Selectboard when considering its final health plan offering for FY20. A special Selectboard meeting is scheduled for Monday, October 29, 6:30PM for Selectboard action on this budget item.

## **14. Backhoe Purchase - Loan:**

Deb Jones presented loan documents from Mascoma Bank for review and acceptance by the Selectboard. An attorney's opinion letter is to be provided by the Town's attorneys. The loan amount is \$90,000 at 2.7% interest, which is a more competitive package than a municipal lease.

**Mary Gavin made the motion to authorize Kevin Gish to sign Mascoma Bank loan documents for a 5-year loan in the amount of \$90,000, with semi-annual payments, at a rate of 2.7% for purchase of a 2018 backhoe. Joe Ronan seconded. The motion carried.**

Kevin Gish signed loan documents before Margy Becker, who is a notary. Margy Becker will also notarize the Treasurer's signatures on loan documents.

Deb Jones presented FY20 budget worksheets. She asked if the Board had any overall goals for the budget. Mary Gavin indicated she would like to maintain any increase to be 2% or less. The CPI – U figure applied by the Town in its calculation of TSA Old School House rental increase was approximately 2.6%.

Selectmen and Deb Jones discussed a timetable for employee performance reviews. The Selectboard reserved Monday, December 10<sup>th</sup> 6:30PM for a work session on performance reviews.

15. **Selectboard Assistant Report:**

Margy Becker reported she has contact P2 Environmental in addition to the Sharon Elementary School's electrician to obtain more information about the power supply to well and booster pumps involved in distributing water from the Elementary school well to the Old School House, Town Offices, and Church. This information is needed for generator sizing and bidding purposes.

16. **Adjournment:**

Mary Gavin made the motion to adjourn at 9:15PM. The motion was seconded and carried unanimously.

Kevin Gish  
Joe Ronan  
Mary Gavin

