

**SHARON SELECTBOARD
SPECIAL MEETING
Thursday, July 20, 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: Chris Bump, VTRANS District 4 Administrator

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

New Business:

1. **Repairs on Rte. 132 – July 1st Storm Damage:**

Selectmen met with VTRANS District 4 Administrator Chris Bump to review the various processes associated with procuring federal funding for July 1st storm damage repairs. Both Fed highway and FEMA emergency declarations are moving forward at the State level. Mr. Bump expressed optimism concerning both declarations.

Discussions focused on fed highway procurement first, due to the fact that VTRANS District 4 plays a substantial technical assistance role to help towns obtain reimbursement for repairs. The District personnel are preparing the project worksheets for Rte. 132. Chris Bump explained his concerns that the pavement damage to Rte. 132 presents a public safety issue. He said the Town should move forward with those shoulder repairs as soon as possible. It was agreed Tim Higgins will contact contractors to find out who is available.

Chris Bump stated the bank stabilization and shoulder work at the location of guardrails opposite the former Keyler residence will require some design work and should be put out to bid. Selectmen explained the Town's intent to issue an RFP for an engineer to be contracted on an hourly rate. Chris Bump agreed with this approach. He also stated District 4 will supply this engineer with the specs and bid documents, once he or she is hired by the Town. It was agreed Margy Becker will prepare and issue the RFP for engineering services.

Chris Bump continued to explain that if the FEMA emergency declaration is successful, its volunteers will meet with each town and complete the project worksheets. At that time FEMA volunteers will want to see evidence of the cost of materials, labor, and equipment usage.

Chris Bump requested copies of the Rte. 132 plans. Margy Becker explained she had obtained ROW plans from Otter Creek Engineering, which was the Town's project engineer in 2000 – 2006 for that rehabilitation project.

Other Business: (Action requested)

2. Correspondence from Town Attorney re: Norwich Technologies:

Margy Becker explained the Division of Historic Preservation has asked to have input into the language to appear on an informational sign regarding the Day Historic District. Selectmen agreed with the Division of Historic Preservation's request. Margy Becker will report back to the Town Attorney.

3. Truck Purchase - Update:

The Board considered the revision to the truck bid provided by Patriot Freightliner – Western Star. Since the bid was more than 30 days old, Patriot Freightliner-Western Star's salesperson Craig Allen said he would honor the bid price of the truck of \$185,496, **but** would have to adjust the used vehicle trade-in value from \$68,000 to \$58,000 due to the additional length of time the Town will be using the truck before the new truck will be ready.

Luke Pettengill made a motion to accept the offer listed on the Retail Order for a Motor Vehicle from Patriot Freightliner-Western Star dated 7/20/18 [actual date is 7/20/17, the date is an error by Patriot], for a 2018 Freightliner 114sd with extended warranty and HP Fairfield plow package. Kevin Gish seconded the motion, which passed 3-0-0.

Luke Pettengill then made a motion for Mary Gavin as Chair to sign the Retail Order for a Motor Vehicle from Patriot Freightliner-Western Star dated 7/20/18 [actual date is 7/20/17, the date is an error by Patriot], for a 2018 Freightliner 114sd with extended warranty and HP Fairfield plow package. Kevin Gish seconded the motion, which passed 3-0-0.

4. Check Warrant: A check warrant was signed.

5. Minor Revisions to OSH Lease Renewal with TSA:

Kevin Gish made the motion, which Luke Pettengill seconded, to authorize Mary Gavin to sign the revised lease which acknowledges the intent to use the June CPI data for rent increases effective July 1st annually. Motion carried unanimously.

6. Executive Session: Personnel

At 7:20PM Kevin Gish made the motion, which Luke Pettengill seconded, to enter Executive Session for the purpose of evaluating one or more employees. The motion passed 3-0-0. The Board exited executive session at 7:45 with no action taken.

Adjournment

Mary Gavin made the motion, which was seconded, to adjourn the meeting at 8:20pm. The motion carried unanimously.

Mary Gavin
Luke Pettengill
Kevin Gish

Submitted by Deb Jones/M. Becker