

**SHARON SELECTBOARD
REGULAR MEETING
Monday, September 18, 2017
MINUTES**

Selectboard Members present: Mary Gavin (Chair), Kevin Gish,

Selectboard Members absent: Luke Pettengill

Staff Attending: Tim Higgins, Road Foreman; Deb Jones, Finance Manager; Margy Becker, Selectboard Assistant. **Visitors:** Everett Hammond, P.E.

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

Regular Business:

1. Approval of Minutes:

Kevin Gish made the motion to approve the minutes of September 6 and 11, 2017 meetings as submitted. Mary Gavin seconded. The motion carried.

2. Public Comments: There were no public comments.

3. Highway Business:

- a. **Signs – Fay Brook Road:** Selectmen requested the road crew straighten a hidden drive sign, which is visible for westbound traffic.
- b. **Road Foreman reports:** Tim Higgins reported roadside mowing along paved highways is near completion for the season with the work being done on Howe Hill. Skip Lisle is concluding his repairs to the **beaver device near the end of Chapel Hill Road.** Concerns about maintenance and use of the beaver device have been submitted via email from a resident that lives adjacent to the wetland. It was agreed a meeting of interested landowners, Selectmen, Tim Higgins, and Skip Lisle would be organized to address those concerns. Tim Higgins stated that Skip Lisle is highly trained in beaver control. The beaver device is not going to drain a wetland. The Town will also send a letter to residents which asks that the device not be modified until and unless Skip Lisle is consulted.
- c. **Paving CIP:** Everett Hammond, P.E. presented a revised Alternative 1A for a 15-year paving capital improvement plan. This alternative looks at the costs of reconstruction of only one section of Howe Hill, with other sections to be shimmed and overlaid. The Town could then pursue chip sealing. Because the Town has deferred paving, the CIP considers state paving grants and a \$2 million 10-year bond in order to finance the improvements which are needed on paved roads. There are places where there is little to no base underneath pavement. Selectmen Mary Gavin suggested Town Meeting 2018 may be a good forum for discussing a potential bond vote.

- d. **Grant monies - storm water best management practices:** Rita Seto, Transportation Planner for the regional planning commission, has indicated that grants-in-aid funds are not to be used on class 4 roads. The Town will thus make storm water erosion repairs to an erosion site on Howe Hill Road.
- e. **Winter Salt:** Tim Higgins presented price quotes from both American Rock Salt (72.25/ton) and Cargill (72.33/ton). The Town purchases approximately 550 tons of salt each year. Tim Higgins noted Cargill was very dependable in the past. **The motion was made by Kevin Gish to accept Cargill's bid price of \$72.33 per ton/delivered to Sharon Town Garage. Mary Gavin seconded. The motion carried.**
- f. **Gravel Supplies:** Tim Higgins is still waiting to hear from VTRANS in order to move forward with hardness testing. He reported that he will take up the issue with Trevor Starr this week. Deb Jones reported that other towns in the area are also experiencing slick gravel roads after rainstorms. Towns are experimenting with adjustments to the timing and frequency of grading depending on weather conditions. Chloride application rates are also being adjusted. Existing stockpiled gravel will be used up on short and dead-end class 3 roads. Deb Jones will proceed with putting out an RFP for hauling gravel to the garage stockpile from a pit that produces materials which meet VT state specifications.
- g. **Clifford Farm Road (Class 4):** Margy Becker was asked to contact Dean Goulet, property manager for WindsOrange (NewVista), to inquire when the culvert will be removed. Mr. Goulet had represented to the Town back in July that WindsOrange would remove the culvert. Tim Higgins noted that in-stream work needs to be completed by October 15 annually.
- h. **Leaf Blower Purchase:** The FY18 small equipment budget would only cover the cost of purchasing one piece of equipment the Town is considering. Discussions on the pros and cons of a roller versus leaf blower resulted in a **motion from Kevin Gish to purchase a Cyclone PTO Leaf Blower for an amount not to exceed \$6,000. Mary Gavin seconded. The motion carried unanimously.**
- i. **Bid Award: FY18 At-Ready Engineering services:** Selectmen made the decision to hire Holden Engineering to provide at-ready professional engineering services during FY18. Upon further evaluation of proposals from 4 engineering firms, Selectmen agreed that the firms also seemed qualified. Holden Engineering's labor and indirect/overhead rates, as presented, were most competitive. **The motion to accept Holden Engineering's Statement of Qualifications dated August 31, 2017 was made by Kevin Gish, seconded by Mary Gavin, and carried unanimously.**
- j. **FEMA Update:** Town staff will participate in an exploratory conference call on Wednesday, September 20th. Margy Becker announced a FEMA representative will then be on-site for a 'scoping meeting' next week.

4. **Selectboard Assistant Report:** Margy Becker distributed a brief status report on the status of Selectboard business.
5. **Executive Session:** Kevin Gish made the motion at 8:20PM to enter executive session to evaluate one or more employees, with the Road Foreman and Finance Manager in attendance. Mary Gavin seconded the motion, and the motion carried unanimously.

Selectmen exited from executive session at 9:00PM.

6. **Review & Approve Warrants:**

Payroll and check warrants were reviewed and approved.

7. **Adjournment:** Kevin Gish made the motion to adjourn at 9:10PM. The motion was seconded and carried unanimously.

Submitted by Margy Becker