

**SHARON SELECTBOARD**  
**Regular Meeting Minutes (DRAFT)**  
**September 4, 2018**

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

**Visitors:** Mona Foster, Delinquent Tax Collector

**Staff Attending:** Deb Jones, Margy Becker, Frank Rogers

Kevin Gish convened the regular meeting at 6:30pm.

**Public Comments:** There were no public comments.

**Approval of Minutes:**

Mary Gavin made the motion to approve the minutes of August 20, 2018 with a minor correction to page 4. Kevin Gish seconded and the motion carried 2-0-0 (Joe Ronan absent).

**Selectboard Member Reports:**

Mary Gavin announced an upcoming fundraising event for South Royalton Rescue to be held at Sandy's drive-in on Sunday, September 9<sup>th</sup>, from 1 to 5PM.

**Delinquent Tax Collector re: Potential Tax Sale**

Mona Foster presented her suggestions for candidate properties for a tax sale. After brief consideration of her recommendations, Selectmen expressed agreement with a listing. Mona stated Attorney Jeff Lewis is available to oversee the sale.

*Joe Ronan joined the meeting at 6:40pm.*

Mona noted Mr. Lewis' fee is 15% of principal owed. Joe Ronan inquired whether he might agree to a two-tier fee structure, where a lesser fee would be recouped if a property did not sell. Mona will forward this inquiry to Mr. Lewis.

Selectmen reviewed guidance documents sent by Mr. Lewis concerning tax sales. Selectmen noted conflicting information about actions required of municipalities when no bid is received on a property. Mona agreed to ask Mr. Lewis to clarify. She further agreed to forward any Selectboard questions concerning a tax sale to Mr. Lewis, and to report back to the Board with his proposed engagement letter. The decision to proceed with the tax sale will be made on or before October 1<sup>st</sup>.

**Change to the Grand List:**

Galen Mudgett explained there is an error on the grand list concerning ownership of a mobile home moved from Hartford into Sharon by Coates. **Mary Gavin made the motion to accept the change to the Grand List as presented. Joe Ronan seconded. The motion carried 3-0-0.**

### **Road Foreman Reports:**

The second round of mowing along paved roads is underway. Hauling of hard pack continues. Deb Jones noted a \$834 credit available through Caterpillar through a fuel mileage 'pay-back' program. Salt prices are being researched. Deb Jones noted the State has not set its price yet. The crew will perform Rte. 132 shoulder work next week. Frank is waiting to hear back from the State of Vermont concerning centerline striping.

Frank Rogers also reported that the Fire Marshall has indicated the new fire alarm system in the town garage must have its own phone line. Plans were made to carry out this code requirement. Deb Jones will also research the feasibility of upgrading the garage internet service at the same time.

### **Neri Driveway Permit Application (Moore Road):**

Frank Rogers reported the proposed access is level with TH37. No driveway culvert will be required, although he has suggested to the landowner that one be installed (18-inch).

**Motion by Joe Ronan, seconded by Mary Gavin, to approve the Neri driveway permit for construction of a new access at the end of Moore Road in conformance with the Town's highway policy. The motion carried 3-0-0.**

### **Preparations for Winter:**

Kevin Rogers will continue to reach out to Tom Ward to stake the ROW limits on Ogden Lane.

**Contract Plowing:** Proposed bid specifications for contract plowing of Sharhart Road and Ogden Lane were reviewed and changes made. Proposed bid specifications for Village sidewalk plowing and clearing of town building entryways and ramps were reviewed and changes made.

**Joe Ronan made the motion to approve bid specifications as follows:**

- 1) contract plowing of Village sidewalks, building entryways and ramps, and**
- 2) contract plowing of Sharhart Road and Ogden Lane**

**subject to corrections of a date, insertion of language in both bid notices stating the Town does not have a 'bare roads' policy and that Contractors are to supply their own sand/salt. Kevin Gish seconded. The motion carried unanimously.**

**Backhoe specifications:** Deb Jones asked Selectmen to approve the backhoe specifications to be put out to bid. Bids will be due at the end of September.

**Mary Gavin made the motion to approve the specifications for a diesel backhoe as presented by Frank Rogers and Deb Jones. Kevin Gish seconded. The motion carried.**

**Advancing the Paving CIP Construction Program:**

Selectmen reviewed Deb Jones' research into the expense of carrying 1) a 5-year \$900,000 bond, or 2) a 10-year 2 million dollar bond earmarked to finance infrastructure improvements as set forth in the Hammond Engineering's Paving Capital Improvement Plan. Selectmen agreed to put the question of bond approval to the voters at March 2019 Town Meeting. No formal action was taken to approve either bond amount.

Discussions focused on how best to prioritize paving projects. Frank Rogers announced his plan to replace culverts on River Road next summer, due to his observations that several culverts are in critical condition. This implies that River Road pavement will be torn up, while the work is underway. After further consideration Selectmen agreed with the idea of soliciting for a project engineer who would help Selectmen advance a paving construction program, taking into account new information on culvert failures on River Road, results of upcoming borings, and the Town's ability to pay. Margy Becker will attempt to produce some draft specifications for an RFP for the September 17 meeting. She also expressed her hope to have received multiple proposals for pavement/soil borings by that time.

**Executive Session (Personnel):**

**Mary Gavin made the motion to enter executive session at 8:32PM with the Road Foreman to discuss a personnel matter. The motion was seconded and carried unanimously.**

The Selectboard exited Executive Session at 8:45PM.

**Approval of Contract with Seiple Building Inspections, LLC:**

**Motion by Mary Gavin to approve the Contract with Seiple Building Inspections, LLC for preparation of a capital plan for town buildings. Kevin Gish seconded. The motion carried.**

Margy Becker announced Matt Seiple is beginning his inspections at the Town Offices on Sept. 7 at 10:00AM.

**Unfinished business:**

Margy Becker will post the bid announcement for website development and content management services. She also agreed to proceed to collect proposals for generators, without preparation of formal bid specs. The Town staff cannot provide that expertise, but other towns have been successful in soliciting proposals for generators through a variety of approaches.

**Approval of Warrants:**

Check and payroll warrants were approved.

**Adjournment:**

**A motion was made by Mary Gavin to adjourn at 9:02PM. Joe Ronan seconded. The motion carried.**

Submitted by, Margy Becker