

**SHARON SELECTBOARD  
SPECIAL MEETING  
Tuesday, February 19, 2019  
Minutes (Draft)**

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

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

Visitors present: Peter Anderson, Planning Commissioner

The Chair convened the meeting at 6:30PM.

1. **Public Comments:**

Peter Anderson stated his interest in continuing to serve on the Sharon Planning Commission and as the town representative to the board of the Two Rivers Ottauquechee Regional Planning Commission (“TRORC”) in Woodstock. Peter provided a brief summary of TRORC planning activities on behalf of its member towns, including town plan approvals for Bridgewater and Pomfret. Sharon Planning Commission intends to resume its work in April to revise the Sharon Town Plan for re-adoption and approval by the TRORC.

Peter spoke of his concerns regarding community resiliency and shared a pamphlet he has designed for distribution to households. He will speak with the Town Clerk about having a table set up at Town Meeting with displays of additional materials on resiliency and survival during severe storms and/or floods.

2. **Road Foreman Reports:**

Frank Rogers notes the Town is beginning to experience delays in road salt deliveries. The shed is empty, and there is no salt available for sidewalk maintenance. Frank informed Selectmen he has witnessed a lot of illegal snow removal across or in town highways by homeowners and contractors alike. The Selectboard office will follow-up with households and advise the public again of the relevant statutes. The Class 4 section of Dyer Road has been closed for the remainder of the winter. Frank will continue to research the best means for blocking off the two accesses – via Carpenter and Dyer roads. Margy Becker briefly outlined some of the pre-construction season work activities which need to be scheduled.

3. **Municipal Roads General Permit – Annual Planning Report:**

Selectmen briefly reviewed the one-page annual planning report which summarizes work the Town has completed in compliance with the municipal roads stormwater permit. **Mary Gavin made the motion to approve the MRGP annual report and to authorize the chair**

**to sign. Joe Ronan seconded. The motion carried unanimously.** Margy Becker will submit the report to the VT DEC Stormwater Management Section.

**4. Liquor License Renewal – Sharon Trading Post:**

Joe Ronan noted that Rob or Cathy Romeo had not filled out a section of the renewal form. Selectmen agreed on conditional approval of the application.

**Mary Gavin made the motion to approve the Sharon Trading Post’s application for renewal of its liquor license conditioned upon completion of answers to questions on page one. Joe Ronan seconded and the motion carried.**

**5. Town Meeting Preparations:**

Selectmen prepared for the order of business at Town Meeting.

**6. Website Re-design:**

Margy Becker will meet with Mike Dion of Indelible, Inc. for the first time since Indelible ‘sanitized’ the existing website. The website host, Mike Tisdale Consulting, has also migrated the site to an Amazon server. Indelible, Inc. has instituted additional security measures. The focus of Wednesday’s meeting is on the design process. Selectmen stated their interest in having the website provide easy access to a public document vault. They also expressed interest in being able to remotely access non-public documents.

**7. Employee Job Descriptions:**

Potential realignment of some job duties between the Finance Manager and SB Assistant was discussed. This business item will appear on the agenda for the second meeting in March, at which time reformatted job descriptions will be reviewed.

**8. Finance Manager Reports:**

Deb Jones provided a status report on collection of the 2<sup>nd</sup> installment of property taxes. Over a million in taxes was collected. But \$198,130 went delinquent. The total amount of delinquent taxes for all years is \$256,682. Some lenders make mistakes, some tax payers forget, but this year more people are having difficulty paying. The impact of the new tax law is being felt. The Town must ‘make whole’ its payment of school district taxes, regardless of how much is collected. Deb Jones stated she will now also finish issuing appropriations to community and social service organizations as budgeted for the current year.

Y-T-D FY19 budget and financial reports were reviewed, and Selectmen expressed their opinion that the budget is in good shape.

Deb Jones indicated she has prepared a schedule for Paving CIP implementation relative to various deadlines that have to be met for a successful application to the Vermont Bond Bank.

**9. Approval of Minutes:**

**Mary Gavin made the motion to approve the minutes of the February 4, 2019 with edits as noted. The motion was seconded by Joe Ronan and carried unanimously.**

**10. Approval of Warrants:**

Check and payroll warrants were reviewed and approved.

**11. Adjournment:**

**Mary Gavin made the motion to adjourn at 8:15PM. Kevin Gish seconded. The motion carried unanimously.**

Submitted by,  
Margy Becker

Kevin Gish  
Joe Ronan  
Mary Gavin

