



Town of Sharon

15 School Street
Sharon, VT 05065
(802) 763-8268

PO Box 250
Sharon VT 05065
www.sharonvt.net

Serving on the Selectboard

Thank you for your interest in serving on the Selectboard. Here you will find a general outline of what might be required of a Selectboard member during a term of service. We wish to encourage you to consider serving in this vital role, and we hope this is a helpful tool in your decision process.

Typically, the Selectboard fulfills "...the executive, legislative, and judicial functions of government (excepting those committed by law to any other particular official). The legislative body acts as a group by majority vote, not individually, and has authority over all appointed officials and employees."

<https://www.vlct.org/topics/governance>

The Sharon Selectboard currently holds its Regular meetings on the first and third Monday of each month starting at 6:30PM. Regular meetings are typically about 2 – 2 ½ hours long and are conducted using a hybrid meeting format, allowing for both in-person and Zoom participation. The designated physical meeting location is the Town Offices in Sharon.

As we have a three-member Selectboard, a quorum is created when any two members discuss the Town's business. Any meeting of a quorum, whether digital or physical, is subject to the State's Open Meeting Law. This means any discussion outside of a regular meeting must be held in the public sphere and will require the addition of Special meetings. Special meetings are harder to predict but are typically held in the evenings and/or at the convenience of the members' combined schedules.

It would be fair to estimate the commitment is minimally 6 hours per month with meeting preparation and attendance included. The reality is that it could be closer to 8-9 hours per month, especially at first. Depending on your interests and capacity, it could certainly be more than that.

Although the Selectboard is responsible for making a significant number of decisions, the Town's employees are charged with executing the day-to-day functions of the Town's business, so the Selectboard role is less cumbersome.

To get a sense of the nature of the topics addressed in meetings, a quick scan of past agendas and meeting minutes will clearly show that the role of the Selectboard can be broad!

<https://sharonvt.net/organization/selectboard/>

The Selectboard is now entering its FY25 Budget preparation period. The Selectboard works primarily with the Finance Manager, Lucy Pierpont, and the Town Treasurer, Deb Jones, to finalize a budget to present to the Town's voters in at Town Meeting.

The Selectboard is also actively involved in the hiring process for any new municipal employees as well as vetting candidates for appointed positions. Currently, the Board is working to hire a Road Crew member. This may require additional special meetings, and these meetings are hard to predict.



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Additionally, Selectboard members may be called to serve in a quasi-judicial capacity, such as when serving as members of the local board of health, particularly at the request of the local Health Officer, when conducting public hearings as required, or when serving on the Board of Abatement or the Board of Civil Authority, for example. These kinds of meetings are harder to predict but are infrequent.

The Selectboard may need to make decisions during emergency situations particularly if it relates to highway infrastructure or municipal buildings as well as coordinating with Emergency Operations if called upon, with special meetings and/or emergency meetings required. These kinds of meetings are also difficult to predict.

There are a range of added roles a Selectboard member may choose to take on as a representative of the Town, including serving as a representative on the Greater Upper Valley Solid Waste District's Board, the Tri-Valley Transit Board, or the South Royalton Rescue Board of Advisors, for example.

Finally, the Selectboard members make themselves available to the voters at Town Meeting to answer questions about the budget and any past or ongoing business. Town Meeting 2024 is scheduled for Tuesday, March 5th 2024 starting at 9AM.

We hope this is a useful outline of the Selectboard role. If you have any questions, please feel free to reach out to Chair Kevin Gish.

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