

**SHARON SELECTBOARD**  
**Regular Meeting Minutes**  
**August 20, 2018**

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

**Visitors:** David Karon, EC Fiber Advisory Board; Mona Foster, Delinquent Tax Collector; Ken Wright. **Staff Attending:** Deb Jones, Margy Becker

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

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

**Approval of Minutes:**

**Joe Ronan made the motion to approve the minutes of August 6, 2018 with minor corrections to pp. 2 and 4. Kevin Gish seconded and the motion carried 2-0-1, Mary Gavin abstaining.**

**Delinquent Tax Collector Reports:**

Mona Foster presented her delinquent tax report for August 2018, which illustrates an increased rate of delinquencies in 2018 over 2017 in addition to 2017 over 2016. She attributes this trend to the fact that the Town has not proceeded to hold a tax sale in several years, because she and the prior Selectboard had failed to reach an agreement over who should pay the expense of the attorney who presides over the sale, the Town or the Delinquent Tax Collector.

Mona also expressed her intention to hire and train an assistant. As an elected official she has the authority to appoint an assistant. She introduced Ken Wright, who is a Lister and who confirmed his interest in the position. Mona explained she is not asking the Town to pay Ken. When he collects delinquent taxes, he will be paid the penalties as compensation.

Selectmen acknowledged the August delinquent tax report indicates several tax payers owe delinquent taxes for 3 years or more. Mona was asked how much an attorney might charge to oversee the tax sale. She explained an attorney may charge up to 15% of principal owed. The initial outlay for attorney expenses may be fully or partially recouped over a 12-month period. When asked how many properties might be put up for sale, she indicated 5 to 6 properties may be listed. But the attorney will make the final recommendation.

It was agreed that Mona Foster and Ken Wright will report back to Selectmen with a more precise indication of attorney fees to be incurred and with the list of properties selected by the attorney for tax sale. The attorney's proposed letter of agreement will be considered at that time.

**Road Foreman Reports:**

**Request to Improve Section of TH37:** Frank Rogers has met with Peter Neri concerning his request to improve a short segment of TH37 Moore Road from Stilmore Road (PVT) to his

house. Mr. Neri's current access to his property via Stilmore Road is set to expire in the near future. The Selectboard has determined that the VTRANS considers this portion of TH37 to be a legal trail. Others question whether it still exists as a Class 4 road. A driveway permit application has been submitted. Frank Rogers further reported no roadway culvert is needed, however a driveway culvert will be required.

Margy Becker read an email from Mr. Neri, who could not attend the meeting. He has requested 1) Two E911 number signs, and 2) a sign installed by the Town to indicate the road's status and 'no motorized vehicles' are allowed. The request for new E911 numbers will be passed along to Galen Mudgett, E911 Coordinator. The Town has not adopted an ordinance preventing motorized vehicles from accessing trails or Class 4 roads. The true legal status of this portion of TH37 needs to be confirmed.

Frank Rogers has met with Energy Committee Chair, Ryan Haac to discuss plans for an event related to community sustainability in light of increasing flood events. Tentative plans are for a public informational meeting to be held Saturday morning, September 15<sup>th</sup>. The availability of Sharon Fire Station is being confirmed.

**Rte. 132 paving continues.** The road crew will be 'feathering' gravel driveways into the new pavement.

**Drainage improvements** in the vicinity of Byron Baribeau's pond on Drum Heller Road are complete. The existing catch basin was removed. Uphill ditches have been lined with stone.

**Clifford Farm Road:** The Board discussed an email request from Deb Fisk for annual culvert cleaning. Selectmen directed Frank Rogers to proceed with this work. The Board did not authorize the crew to grade the lower section of the road, as Ms. Fisk also requested. This is a class 4 road.

Selectmen agreed to Doug Jones' **request to trench across Fay Brook Road** in order to run electric lines to his property across the road. Frank Rogers will request a meeting with Mr. Jones to outline the conditions that have to be met including 1) use of a known contractor, 2) daytime construction to enable the Road Foreman to oversee the work, 3) compliance with Green Mountain Power specifications, 4) proper backfilling. Mr. Jones will be asked to submit a copy of GMP's letter of approval or 'notice to proceed' to the Town.

**Backhoe specifications** have been drafted. Selectmen authorized issuance of a request for bids.

Frank Rogers reports the crew has installed > 200 feet of culverts to-date this construction season.

**Purchase of salt** supplies for the upcoming winter season will be discussed September 4<sup>th</sup>.

It was agreed the Town will bid snow removal on Sharhart Road and Ogden Lane for this winter. The contract for sidewalk plowing will also be put up for bid this fall.

**Overhead Door** is proceeding to schedule repairs to and weatherization of the town garage doors.

Margy Becker reported Lin Wermager has **submitted public comments concerning speeding on Cross Road**. She requests the Town install 25 MPH speed limits on the road in addition to ‘blind drive’ signs before and after their driveway for #355 Cross Road. Selectmen noted that a traffic and engineering survey will be required before a speed limit is posted. The TRORC may be able to assist. The Road Foreman was directed to order and install the blind drive signs. Margy Becker will confirm existence of a driveway permit for access at the current location.

### **Garage Lighting Upgrades:**

**Motion by Mary Gavin to approve Fifield Electric’s bid of \$7,000 to upgrade garage lighting to LED’s and \$400 to upgrade emergency lights for a total bid of \$7,400. Joe Ronan seconded. The motion carried unanimously.**

### **EC Fiber Update:**

David Karon indicated EC Fiber has completed installation of fiber into Commerce Park on River Road. Krivak Road has also been ‘built out’. 2019 scheduled ‘builds’ include Sharon, Royalton, and Tunbridge. He noted the formation of a second municipal utility district in Central Vermont, which may include Montpelier.

### **High Risk Rural Roads – Revised Finance & Maintenance Agreement:**

**Mary Gavin made the motion, which Joe Ronan seconded, to approve the revised High Risk Rural Roads Finance and Maintenance Agreement for traffic and safety sign upgrades on Fay Brook Road. The motion carried.** The State of Vermont has received federal funds to enable VTRANS to provide this technical assistance program aimed at improving safety on rural roads.

### **Final Requisitions – FY2018 Better Roads Grant Reimbursements:**

**A motion was made by Mary Gavin, seconded by Joe Ronan, to approve the final requisitions for reimbursement for Broad Brook bank stabilization. The motion carried unanimously.** Chairman Kevin Gish signed the municipal invoicing spreadsheets for BR0385 and BR0388. Margy Becker will transmit the reimbursement requests to Alan May in VTRANS.

### **Website Redo – RFP:**

Selectmen will review a draft RFP for development of a new town website. Follow-up discussions to be held September 4<sup>th</sup>.

### **VT Community Leadership Summit:**

The VT Council of Rural Development is hosting a Community Leadership Summit on October 1<sup>st</sup> at Castleton University. The VCRD has asked towns to nominate attendees. Margy Becker will follow-up with Selectboard nominees.

**Finance Manager Reports:**

Highway budget expenses to-date were reviewed. Operating budget expenses are up over prior years at this time. This indicates the crew is busier. Overtime has also been required to address thunderstorm damage. Selectmen agreed to begin drafting the FY20 highway budget early. The Board is considering bringing a bond vote to the voters in support of essential paving projects.

Fund balances were reviewed for special revenue funds and the Old School House fund (\$44,000). Deb Jones reported on the need to make a \$32,000 adjustment to the Town's delinquent tax liability to accommodate the '60-day rule'. The actual liability is in the magnitude of \$75,000.

**Approval of Warrants:**

Check and payroll warrants were approved.

**Other business:**

**Mary Gavin made the motion to approve the contract with Dan Jones for repairs to Town Buildings. Joe Ronan seconded. The motion carried.**

**A motion was made by Mary Gavin to authorize repairs to the ADA ramp at the Old School House in an amount not to exceed \$2,605 as estimated by Dan Jones. The motion was seconded by Joe Ronan and carried unanimously.**

Deb Jones will verify that use of pressure-treated lumber is appropriate.

**Adjournment:**

**A motion was made by Mary Gavin to adjourn at 8:48PM. Joe Ronan seconded. The motion carried.**

Submitted by, Margy Becker