

**SHARON SELECTBOARD
SPECIAL MEETING
Minutes (DRAFT)
Tuesday, November 19, 2019**

Board Members Attending: Joe Ronan, Kevin Gish, Mary Gavin
Staff Present: Margy Becker, Deb Jones, Frank Rogers
Members of the public: Emily Grube, Pomfret Selectboard

Joe Ronan called the meeting to order at 6:30PM.

Public Comments:

There were no public comments.

Review/Approve Agenda:

Mary Gavin made the motion to approve the agenda. Kevin Gish seconded. The motion carried.

Selectboard Reports:

Kevin Gish reported on the VCRD 4-town committee progress with their challenge grant application. He reported on his attendance at a recent Alliance for Vermont Communities dinner.

Approval of Minutes:

A motion was made by Mary Gavin to approve the minutes of the regular meeting held on November 4, 2019 as amended. Kevin Gish seconded. The motion carried unanimously.

Approval of Warrants:

Warrants were approved.

Road Foreman Reports & Highway Business:

- Frank Rogers reports the private contractor who plows the Butterworth's dooryard has agreed to plow the whole driveway, which happens to be a short Class 3 town highway. The Town will proceed to offer a formal contract for this work.
- It was agreed the Town will renew its contract with Chase Site Services for winter maintenance of Sharhart Road.

Selectmen will discuss privatizing additional highway maintenance for this winter, due to the road crew being short-handed. Those discussions will occur at the next Selectboard meeting scheduled for December 2nd.

Truck Bids: One-Ton

Frank Rogers and Deb Jones reported on bids received from Ted Green Ford Inc., Ford of Claremont, and Goss Dodge Inc. The low bid for Cab, chassis, body & plow setup is Goss Dodge Inc. at \$98,347. Bids ranged from \$98,347 (Goss) to \$108,015 (Ted Green Ford). However, Ted Green Ford offers the highest trade-in value for the existing one-ton at \$43,500 – while other trade values ranged \$14,000 - \$16,000. This trade value reduced Ted Green Ford's net bid for truck less trade to \$64,515.

Mary Gavin made the motion to accept Ted Green Ford's low bid for truck less trade of \$64,515. Kevin Gish seconded. The motion carried.

In later discussions it was agreed that the Finance Manager and Road Foreman would proceed with selection of the warranty best suited to the needs of the Town.

Emily Grube reports Pomfret is changing to a 5-year replacement schedule for trucks. Selectmen consider the Town to be in the service industry, and such schedule will allow the Town to take advantage of higher trade values. The Town only has three road crew, and it cannot afford to have a truck down.

Howe Hill Paving Project:

Selectmen met with Pomfret Selectmen Emily Grube and discussed in more detail plans for repaving Howe Hill next summer. Emily Grube reports

- Pomfret is considering total road closure (as is Sharon)
- Pomfret prefers that construction wait until school is closed in June
- Pomfret plans to install fabric in certain locations and replace several culverts

Both Towns currently contract with Horizons Engineering. The scope of services of existing contracts related to Howe Hill Paving were discussed and further comparison of details was agreed to. It was tentatively agreed the Towns may further consider additional construction phase services. And it was agreed Jon Harrington, PE will be invited to attend the December 2nd Sharon Selectboard meeting during which *draft* bid specifications will be discussed.

Sharon Elementary School Parking lot paving

At the November 4th Selectboard meeting Jon Harrington had presented Horizon Engineering's proposals for pavement repairs to the school parking lot. Selectmen further discussed this proposal and reached the following consensus:

- The Town will not include repaving the school parking lot or access road (TH61) in the bid for Howe Hill, Quimby, Fay Brook, and Broad Brook road paving;
- The Town respectfully requests Sharon School District proceed to bid the parking lot paving project;

- The Selectboard further requests the School District include as a ***bid alternate*** a one-inch shim and overlay for the access road from the corner of the Town/TSA parking lot to and around the circle;
- The Selectboard will review bids for this ***bid alternate*** and will make a decision on bid award in conjunction with the School District;
- The Selectboard will further discuss with the School District how the Town will pay for its share of project costs.

The Selectboard Assistant will follow-up with Horizons Engineers and Keenan Haley.

Finance Manager Reports:

Deb Jones presented an update on feedback from neighboring towns regarding claims submitted to Meritor, followed by status reports on road crew applications and her research into short and long-term policy provisions. She also reported briefly on the status of an employee Letter of Credible Coverage. Selectmen reviewed and commented on October 31st financial reports for the current budget year.

Selectmen agreed to discuss and approve the FY19 Independent Auditor's Report at the December 2nd meeting, as this is an important component of the Town's application to the Vermont Bond Bank. Selectmen agreed to proceed with road crew interviews on Monday, November 25th. The position remains open and is still being advertised.

Norwich Technologies:

At the November 4th meeting the Selectboard took action to approve the final decommissioning documents with a proposed amendment. Selectmen read through the final documents and found two typographical errors to be corrected.

Motion by Kevin Gish to approve the "First Amendment to Memorandum of Understanding Regarding Norwich Technologies Sharon VT RTE 132 Solar Project" with two modifications. Mary Gavin seconded. The motion carried.

Chair Joe Ronan signed the document which will be returned to Norwich Technologies for signature by VP of Sales Kevin Davis.

Opioid Litigation:

Chair Joe Ronan summarized the routes available to the Town for opioid litigation. The Town has received notice of the national class action suit from the U.S. District Court for the Northern District of Ohio, known as the "National Prescription Opiate Litigation" or "NPO". The decision before the Selectboard is whether to remain in the negotiation class. If a town or city elects to remain in the negotiation class, it may still pursue its own lawsuit against opiate manufacturers, distributors, or retailers.

In prior action the Selectboard agreed to join the Bennington suit. Joe Ronan reports the Cicala Law Firm, the firm representing the Town in the Bennington case, has pledged not to charge the Town fees for any awards recovered as a result of settlement of the NPO class action suit. It will only charge the town fees based on the settlement award from the Bennington case. After further discussions Selectmen agreed the Town will remain in the negotiation class for the NPO litigation.

Motion by Mary Gavin that the Town of Sharon NOT exercise its option to leave the negotiation class in the NPO litigation. Kevin Gish seconded. The motion carried.

Sharon Academy Video Surveillance Policy:

Joe Ronan explained he has consulted with the VLCT, which indicates Sharon Academy, as a private entity, does not need to comply with Vermont public records laws even though it is a tenant occupying a town-owned building (Old School House). Therefore, the TSA Video Surveillance Policy does not need to include provisions regarding management of video footage as public records.

Mary Gavin made the motion to approve TSA's request to install security cameras on the Old School Building. Kevin Gish seconded. The motion carried.

Selectboard Assistant Reports:

Margy Becker provided an update on website development. The site will go live even though it is still being developed. A list of buildings repairs and maintenance items is on hold until a contractor(s) can be found. She will be submitting the FY21 Better Roads grant application this week. Priorities for Selectboard work include town report and bid preparation for highway projects.

Executive Session (Personnel):

Motion by Mary Gavin to enter executive session at 8:55PM with the Finance Manager to discuss a personnel matter. The motion was seconded by Kevin Gish and passed unanimously.

The Selectboard exited from executive session at 9:10PM.

Kevin Gish made the motion to have the Chair sign a settlement agreement with a Town employee based on discussions in executive session. The motion was seconded by Mary Gavin. The motion carried unanimously.

Adjournment: Mary Gavin made the motion to adjourn at 9:10PM. Kevin Gish seconded. The motion carried.

Submitted by, Margy Becker