

**SHARON SELECTBOARD
REGULAR MEETING
Monday, MAY 4, 2020
Minutes (Final)**

*The meeting was held via teleconference and pursuant to Open Meeting
Law amendments in place for COVID 19.*

Attendance confirmed via roll call:

Selectboard Members:	Joe Ronan, Kevin Gish, Mary Gavin;
Staff:	Deb Jones (Finance Manager), Margy Becker (Selectboard Assistant), Frank Rogers (Road Foreman)
Town Officials:	None
Public Participating:	Jon Harrington, P.E. Horizons Engineering

The meeting was called to order by Joe Ronan at 6:30PM.

1. **Review Approve Agenda:**

Kevin Gish made the motion to approve the agenda with the addition of an executive session at the end of the meeting to discuss ongoing litigation. The motion was seconded and carried unanimously.

2. **Public Comments:**

There were no public comments.

3. **Review & Approve Minutes:**

Mary Gavin made the motion to approve the minutes of the April 28, 2020 special meeting with minor corrections. The motion was seconded by Kevin Gish and carried unanimously.

Kevin Gish made the motion to approve the minutes of the April 30, 2020 special meeting without changes. The motion was seconded by Mary Gavin and carried unanimously.

4. **Horizons Engineering Invoice:**

Jon Harrington presented the reasons behind Horizons' invoice for \$1,000 for bid-phase services that did not apply to the scope of services for existing contract amendments. The expenses were related to fielding questions from bidders, issuing amendment #2 to the bid specifications, bid tabulations and analysis.

Kevin Gish made the motion to approve payment of the \$1,000 invoice from Horizons Engineering, Mary Gavin seconded, and the motion carried unanimously.

5. **Road Foreman Reports:**

Frank Rogers reports grading has begun, but a tire has blown and the grader is currently over on Quimby Mountain Road. The backhoe is fixed. River Road culvert replacements will begin the week of May 11, with some preparatory work this week. The Town will issue listserv announcements regarding closure of the road during construction hours. Daytime closures are expected to last one week, possibly into the week of May 18. Construction hours will be 7AM – 4PM.

6. **2020 Paving Projects:**

Board members discussed their intention to move ahead with the project per bid specifications. However, they acknowledged there may be looming budgetary issues that may drive a need to reconsider bid alternates. Joe Ronan will follow-up with Pike Industries to inquire as to when that decision would have to be made.

7. **Quimby Mountain Road Ditching (Stormwater Grants-in-Aid):**

Margy Becker reported bids for excavator and operator did not change even though the Town revised its bid specifications to remove the minimum requirement for a 160 series machine. The two low bids remain RL Nott (\$80/hr.) and Terry Rogers (\$110.00/hr.).

Three other bidders submitted as follows: Daniel Lesnick (\$140/hr.), ECS Excavating (\$140/hr. or \$165/hr.), Mak's Trucking & Excavation (\$220/hr.). Frank Rogers indicated RL Nott has a smaller machine than Terry Rogers, but that it would be sufficient for the ditching work.

Motion by Kevin Gish to award the bid to RL Nott Excavating for a rate of \$80/hr. for services of an excavator and operator. Mary Gavin seconded. The motion carried unanimously.

Frank indicated his intention to begin this project after the River Road culverts were installed.

8. **Harlow Road (Royalton) Property:**

Selectboard members reported on discussions and actions taken at the recent Royalton Selectboard meeting, which a Sharon Selectboard member attended. It appears a temporary restraining order has been issued and that eviction procedures underway could help with the situation. Selectmen have taken note, and are appreciative, of increased police presence on the road. Windsor County Sheriff's Department is providing regular updates.

Frank Rogers and Selectmen discussed recent placement of a mobile home at the beginning of Harlow Road and their concerns that state permits may not have been obtained for waste water disposal and a water supply. Margy Becker was asked to follow-up with the VT DEC and to send Dylan McCullough a driveway permit application.

9. **Green UP Day:**

Margy Becker reported she is preparing to file the commercial hauler application with the Lebanon Public Works Department for GreenUp Day on May 30. The Town will have to pay tip fees this year.

10. **Basement Window Replacements (OSH):**

Margy Becker reported Boynton Construction is ready to commence work. Selectmen gave the green light for Boynton to proceed, while noting that Boynton would have to comply with return-to-work health and safety requirements imposed by the State.

11. **Opioid Litigation:**

Joe Ronan provided an update on the status of national opioid litigation and related bankruptcies. He indicated it will take 2 to 4 years for all the settlements to sort themselves out. He has been advocating that a higher percentage of settlement money go directly to towns versus the state. He is unsure if the Town is any better off than other Vermont towns, as a result of having joined the Town of Bennington suit. But the Town is no worse off than the towns that remained in the class action suit.

12. **Coronavirus: planning/updates:**

The latest addendum to Governor's Stay-at-Home Order was briefly discussed. Deb Jones indicated all employees have completed the mandatory OSHA/Department of Health & Labor training. Selectboard members agreed to complete the training. Mary Gavin will participate in an upcoming teleconference with town office staff and local officials.

Deb Jones reported the thermometers she order for the Town Offices and Town Garage have been delivered. **Kevin Gish made the motion to adopt the health screening form as presented by the State, and to direct all staff to fill out the form and submit with each bi-weekly payroll. Mary Gavin seconded. The motion carried.**

The Selectboard will review a draft COVID 19 Health and Safety Plan at its next meeting. It will also consider how to move the plan forward.

Kevin Gish reported the recent IC team meeting. The Sharon Food Shelf has yet to see any increase in activity. The IC team is considering stopping its weekly meetings. Selectmen agreed it may be more prudent to continue the meetings, but less frequently. Selectmen expressed concerns about a potential surge of cases in the near future and after the stay-at-home order is lifted. Mary Gavin will attend the next IC team meeting on Monday, May 11 at 5:30PM.

13. **Finance Manager Reports**

Deb Jones reviewed her end-of-year budget projections for the highway and general funds. She indicated both budgets are on track. Selectmen expressed their appreciation to Frank

Rogers. It was agreed that it is still very difficult to project revenues for FY21. The Town still retains the option for short-term borrowing next year.

14. **Approval of Warrants:**

Mary Gavin made the motion to approve check warrant #1018 in the amount of \$1,000 for payment to Horizons Engineering. The motion was seconded by Kevin Gish and carried unanimously.

Kevin Gish made the motion to approve check warrant #1022 in the amount of \$79,799.77 inclusive of payments to Compucount, EC Fiber, Evans Motor Fuels, Maine Oxy Group, Margy Becker, Royalton Auto Parts, Sharon School District (\$74,777.65), Lincoln National Life, and VMERS DB. Mary Gavin seconded the motion. The motion carried unanimously.

Mary Gavin made the motion to approve check warrant #1023 in the amount of \$200 payable to the State of Vermont (Wetlands Permit registration fee). Kevin Gish seconded the motion. The motion carried unanimously.

15. **Selectboard Assistant Report:**

Margy Becker reports she continues to work with the VTRANS on obtaining permits needed for the FHWA culvert upgrade by Galanes (56 Aldrich Farm Road) and Hadlock on Rte. 132.

16. **Executive Session:**

Mary Gavin made the motion to enter into executive session at 8:38PM to discuss ongoing litigation. Kevin Gish seconded. The motion carried unanimously.

The Board exited from executive session at 8:54PM. No subsequent formal action was taken.

17. **Adjournment:**

Mary Gavin made the motion to adjourn at 8:54PM. The motion was seconded and carried unanimously.

Submitted by,
Margy Becker