

SHARON SELECTBOARD
REGULAR MEETING
Monday, MAY 18, 2020
Minutes (DRAFT)

*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:	None

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. The motion was seconded by Mary Gavin 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 May 12, 2020 special meeting with one correction. The motion was seconded by Kevin Gish and carried unanimously.

4. **Road Foreman Reports:**

Frank Rogers reports a hose has blown on the backhoe. The crew finished installing culvert headers on River Road today. The Quimby Mountain Road storm water culvert upgrades and ditching project will begin Wednesday. Pike also plans to begin reclaiming pavement on Howe Hill the same day. The Board briefly discussed improvements that could be made to Howe Hill signage, and arrangements were made for notifications of lane closures on Howe Hill and road closures on Quimby Mountain Road for May 20-21 and May 26-28th.

5. **2020 Paving Projects:**

The Selectboard agreed on plans to communicate with Pike Industries concerning windrowing specifications on Howe Hill. Plans were also made to contact Jon Harrington, P.E. regarding Horizon Engineering's obligations for construction inspections.

6. **Equipment Grant Reimbursement: Plate Compactor:**

Mary Gavin made the motion, which Kevin Gish seconded, to approve the Operations & Maintenance Agreement for use of the plate compactor purchased with RPC/DEC grants-in-aid funds. The motion carried unanimously. Deb Jones will submit the request for reimbursement to Two Rivers ORC.

7. **F550 Truck Loan:**

Mary Gavin made the motion to authorize the Finance Manager to close on a loan through Community Bank NA for \$80,000 for up to 5 years at 2.57% for purchase of an F550 truck. Kevin Gish seconded. The motion carried unanimously.

8. **Consideration of Draft Junkyard Ordinance:**

Joe Ronan expressed concerns about how the Town would enforce the ordinance and what to do, if anything, with existing properties. Should they be grandfathered? Would the Town somehow phase-in enforcement or provide some type of special waste collections prior to the effective date of the ordinance? Selectmen stated their preference to have the ordinance address solid wastes and not just 'junk' or junk and abandoned vehicles. Margy Becker will share the Greater Upper Valley SW District ordinance with board members and further research enforcement mechanisms for ordinances through the Judicial Bureau.

9. **Reconsideration of Procurement Policies:**

After examining and discussing procurement policies of neighboring towns, Selectmen agreed to amendments to the Town's procurement policy. Selectmen agreed to raise the threshold of expenditure required for competitive solicitation from \$250 to \$1,000 and to increase the threshold of expenditure requiring a formal bid process from \$2,500 to \$5,000. Further amendments to the policy's sole source provisions and/or local preference provisions will be considered at a future meeting.

10. **Windsor County Proposed FY21 Contract Renewal:**

The Windsor County Sheriff's Department has forwarded its proposed contract renewal for FY21 at the same rates as FY20. After brief discussions Board members agreed that though they appreciate the patrol work WCS has done for the Town and the rapport with WCS, it was premature to act on the contract renewal. The Selectboard Assistant will explore whether there are other viable community policing options. This matter will be discussed again at the June 1st regular meeting.

11. **Coronavirus: planning/updates:**

Selectmen noted the Sharon Incident Command meetings on Mondays at 5pm will now occur every two weeks. Board members continue to be puzzled as to why the demand for food from Sharon Food Shelf is so low in light of demands elsewhere across the state. Joe Ronan will post information regarding an upcoming food drop in Thetford.

The Governor's latest amendments to the Executive Order indicate municipalities may take action to require the use of masks. **Selectmen agreed that cloth face masks will be required** of anyone entering the Town Offices until further notice.

12. **Finance Manager Reports:**

Deb Jones has presented to the Board for its consideration a budget scenario with downgraded revenues projections to reflect the COVID 19 economy. It was agreed the Selectboard will devote the majority of its Tuesday, May 26, 7:30AM special meeting to budget issues.

Deb indicated the Listers are reporting a \$2 million increase in the grand list, due to Green Mountain Power. There may be the possibility of two tax bills this fall – one which reflects an estimated state education tax rate followed by another with the final education rate.

13. **Selectboard Assistant Reports:**

Margy Becker reported on continued efforts to ascertain whether Rte. 132 landowners will donate easements for the FHWA culvert upgrade in the vicinity of Aldrich Farm Road. She is purging files from the office in order to accommodate office reconfigurations for COVID 19 health and safety.

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

There were no new updates on this situation.

15. **Approval of Warrants:**

Mary Gavin made the motion to approve check warrant #1027 in the amount of \$50,228.29 for payments to Bethel Mills for building supplies for COVID 19 desk shield construction (\$152.72); Casella Waste Systems for solid waste removal (\$85.98); Community Bank NA for annual debt service principal on grader loan, interest and accrued interest (\$47,946); Evans Motor Fuels for diesel fuel (\$818.00); Freightliner NH for coolant, Green Mountain Economic Development Corporation for its FY20 appropriation (\$760); Green Mountain Mowing for grounds maintenance and mowing (\$422.50). **Kevin Gish seconded. The motion carried unanimously.**

Kevin Gish made the motion to approve check warrant #1028 in the amount of \$4,892.47 inclusive of payments to Health Equity related to health insurance (\$1,179.58); HIV/HVC Resource Center for its FY20 appropriation (\$300); Pike Industries for gravel (\$2,899.41); Sabil & Sons for antifreeze, Suburban Propane for Library #2 fuel oil (\$148.78), and payments to Lincoln National Life for Life and ST and LT disability insurance (\$224.84). **Mary Gavin seconded the motion. The motion carried unanimously.**

Mary Gavin made the motion to approve check warrant #1030 in the amount of \$5,006.47 payable to Tarrant, Gillies & Richardson for legal services for the period of March-April 2020 (\$1,037.47); USPS for postage; VT Association for the Blind for its FY20 appropriation (\$150), and Windsor County Sheriff Department for April traffic control services (\$3,712). **Kevin Gish seconded the motion and it carried unanimously.**

16. **Adjournment:**

Mary Gavin made the motion to adjourn at 8:25PM. The motion was seconded and carried unanimously.

Submitted by,
Margy Becker

DRAFT