

**SHARON SELECTBOARD  
REGULAR MEETING  
Tuesday, June 23, 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:	Galen Mudgett, Lister; Debra St. Peter, Town Clerk
Public Participating:	Kit & Allen Hood, Marian Weatherbee, Matt Cardillo

Joe Ronan called the meeting to order by roll call at 7:30AM.

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 apart from agenda items discussed below.

3. **Review & Approve Minutes:**

**Mary Gavin made the motion to approve the minutes of the June 15, 2020 regular meeting as prepared. The motion was seconded and carried unanimously.**

4. **Request to Control Vehicle Access on Legal Trail (Whitney Road to Town Farm Road)**

Selectmen heard from residents on Whitney Road and Town Farm Road regarding a noticeable and recent increase in truck and ATV traffic at all hours of the day on this legal trail. The trail is approximately .47 miles in length and is intersected by a VAST trail, which follows the legal trail for only a short distance. There are passable and impassable sections of the trail. Truck traffic veers off the trail into privately-owned fields abutting the trail. Residents have requested the Town restrict use of this legal trail by motorized vehicles.

Margy Becker reported Sharon Snowmobile Club (Sharon Upper'n Downers) member Dale Potter indicates restrictions on motorized vehicles would not substantially impact snowmobile travel on the VAST portion of the trail. Selectmen thereafter expressed support for restricting access to the trail. At the same time they also expressed concern as to whether these restrictions could be, or should be, imposed on other legal trails. There are also options to consider as to *how* to restrict use of the trail. This can be done either via 'resolution' of the Selectboard or via ordinance. Adoption of an ordinance provides the Town the ability to

enforce restrictions and recover fees for damages if desired. A 'resolution' would be sufficient for posting the trail.

The legal trail from Whitney Road to Town Farm/White Brook Roads was created as a result of prior Selectboard action to reclassify a class 4 road as a trail, in order to preserve the public right-of-way. A trail is not a highway and trails are not maintained by the town. Some legal trails are maintained by private landowners, others are not. Trails in remote areas are used mostly for recreation purposes or for access to property for hunting. Matt Cardillo, who lives off Beaver Meadow Road, noted Holt Road (a legal trail) serves as a private driveway access to more than one residence.

Deb Jones suggested the Selectboard obtain Sharon Conservation Commission's perspective on use and management of trails. The Selectboard concurred. Galen Mudgett encouraged the Board to also examine the condition of other legal trails located off Chapel Hill, Turnpike, and Copperas Roads in the vicinity of the Strafford/Norwich town lines.

Discussions concluded with the Selectboard's decision to conduct a site visit to assess trail conditions prior to any further actions. The site visit, which is open to the public, will occur on Tuesday, JUNE 30, 2020 at 8:00AM. Selectmen agreed to park at the turnaround at the end of Whitney Road and access the trail from there. Whitney Road is accessed through Royalton via Dairy Hill Road to Sherlock Road.

5. **Beaver Meadow Road Culvert by Bowen/Zwikelmaier:**

Matt Cardillo spoke with Selectmen about the need to replace a culvert on the Norwich side of the Bowen/Zwikelmaier shared driveway (2722 & 2724 Beaver Meadow Road). The culvert is too short and is not functioning properly. On the low side there is a big drop off, which is a hazard to vehicles. Frank Rogers agreed the culvert needed to be replaced. But he does not yet have a schedule for the work. He will meet with Matt to further discuss.

Matt Cardillo also explained the work he had performed on Beaver Meadow Road as a result of a downed maple tree in the utility ROW. Margy Becker reported Beaver Meadow Road is a 4-rod road which is a 66' wide right-of-way. She has the book and page of the deed which Surveyor John Abts brought to her attention, when he was conducting research in 2017.

6. **Road Foreman Reports:**

Frank Rogers presented brief reports as to Pike's schedule for paving work. The crew has been doing ditch and culvert work. Selectmen noted Jon Harrington is behind in submittal of his field reports on the paving project.

7. **South Royalton Rescue Contract Renewal for FY20 – FY22:**

Mary Gavin reported the existing SRRS contract's per capita rate is \$55.01 with a cap at \$57.00 per capita. The proposed rates for the contract renewal are \$54.96 per capita with a cap at \$59.00 per capita. SRRS works hard to refrain from raising the per capita rate. SRRS has stalled plans for a new building. The number of calls SRRS responds to had dropped off

at the onset of the COVID-19 stay-at-home order, but calls are now increasing as people move about. Hartford EMS contracts with the Town to provide ambulance services to 10 residents on Kenyon Hill Road, which is accessed via North Pomfret. Selectmen noted the proposed contract would be within the FY21 budget for emergency services.

**Kevin Gish made the motion to accept the FY20-FY22 Ambulance Contract between the Town of Sharon and South Royalton Rescue as presented and to authorize the Chair to sign on behalf of the Town. Mary Gavin seconded. The motion carried unanimously.**

8. **Coronavirus: planning/updates:**

Deb Jones presented quotes from TASCOCO regarding upgrade of the fire alarm panel and installation of an intercom and remote door opener system. The remote door opener system is viewed as a precautionary health and safety measure in response to COVID 19. Public access to the Town Offices is now limited and by appointment only. Selectmen also noted their intent to 'single source' the panel upgrade and security work to TASCOCO. Deb Jones had previously been provided an estimate for fire panel replacement from the Town's electrician, which exceeds TASCOCO's quote. The Selectboard and staff discussed their dissatisfaction with ADT, which currently provides security monitoring services.

**Kevin Gish made the motion to accept TASCOCO's quotes for \$1,740 for installation of an intercom/remote door opener system and \$4,140 for replacement of the fire panel and installation and monitoring of security features (intrusion detection). In awarding the work to TASCOCO the Selectboard is identifying TASCOCO as the 'single source' vendor and granting the Finance Manager the authority to sign the quotations. Mary Gavin seconded. The motion carried unanimously.**

9. **Finance Manager Reports:**

Deb Jones presented the FY21 pay table, which the Selectboard agreed to review and approve in a special meeting to be warned for 7:30AM, Tuesday, June 30<sup>th</sup>. Joe Ronan commented on recent discussions with Meritor's attorney.

10. **Selectboard Assistant Reports:**

Margy Becker will begin to advertise for a Town Health Officer. She has made arrangements with Ken Wright for repair of the basement window at the Town Offices. Selectmen lack interest in being nominated to the VLCT Board of Directors, though there is still time to consider submission of a nomination.

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

There were no new updates on this situation, except that it has been noted that most vehicles are travelling to the Digby property via the Oxbow Road and not Harlow Road. Selectmen agreed to schedule another meeting with the Royalton Selectboard.

**12. Approval of Warrants:**

**Mary Gavin made the motion to approve the payroll warrant for the period June 7 to June 20 with a cash draw of \$13,153.67. The motion was seconded by Kevin Gish and carried unanimously.**

**Kevin Gish made the motion to approve check warrant # 1043 in the amount of \$1,100.40 for payments to ADT for security services \$80.58; Blue Tarp Financial/Northern Tool for shop expenses \$39.99; Evans Motor Fuels for fuel \$444.23; Foley Services for uniform cleaning \$109.56; GMP for electricity to town buildings \$398.04, and Health Equity for employee health-insurance reimbursement expenses \$28.00. **Mary Gavin seconded. The motion carried unanimously.****

**Mary Gavin made the motion to approve check warrant #1044 in the amount of \$506.80 for payments to Lincoln National Life for employee life and disability insurance premiums \$224.04; Magee Office for fans for Town office \$74.96; Margaret Raymond for out-of-pocket expenses \$61.36; Royalton Auto for parts \$3.34; US Bank for copier maintenance and supplies \$143.10. **Kevin Gish seconded and the motion carried unanimously.****

**13. Adjournment:**

**Mary Gavin made the motion to adjourn at 8:58AM. The motion was seconded and carried unanimously.**

Submitted by,  
Margy Becker