

**SHARON SELECTBOARD
REGULAR MEETING
Monday, June 15, 2020
Minutes (Final)**

*This meeting was held in compliance
With the Vermont Open Meeting Law with electronic participation.*

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:	Nathan Potter, Fire Chief
Public:	Luis Bango, Joan Haley, Matt Muraski, P.E. Whipple Engineering, Randolph, VT

Chair Joe Ronan convened the meeting at 6:30PM.

1. Review/Approve Agenda:

Motion by Kevin Gish to approve the agenda with one change in the order of business. Mary Gavin seconded. The motion carried.

2. Public Comments:

Margy Becker called attention to comments received from residents on Whitney Road (Sharon) concerning increased truck traffic on the legal trail connecting Whitney Road to Town Farm Road. There is also evidence of illegal dumping of tires. The request is for the Town to post the legal trail as 'closed to motorized vehicles'. Selectmen inquired whether any portion of the legal trail was part of the VAST trail system. Nathan Potter suggested the Town contact Dale Potter, with regards to that trail status. He also noted that turkey season had begun recently, and that folks like to hunt there. The Selectboard agreed to invite the residents abutting this legal trail to join an upcoming meeting to further express their concerns.

3. Approval of Minutes:

Motion by Kevin Gish to approve the minutes of the June 9th Special AM meeting as modified. Mary Gavin seconded. The motion carried unanimously.

4. Road Foreman Reports:

Frank Rogers provided a brief status report on Howe Hill paving. Pike has begun base paving on the Pomfret side. Avery Excavating will begin construction on Fay Brook Road base work tomorrow, and the road closure might last into Friday.

5. **Request to Reclassify Rte. 132 from Class 2 to Class 1 Town Highway:**

Motion by Kevin Gish to support the Town of Thetford's request to VTRANS to Reclassify Rte. 132 from a Class 2 to Class 1 Town Highway. Mary Gavin seconded. The motion carried.

6. **Crescent Lake Dam: updates on Emergency Action Plan**

Selectmen heard comments from Luis Bango, Joan Haley, and Matt Muraski regarding their progress on preparation of an Emergency Action Plan for Crescent Lake Dam. They are working with a 'template' EAP the VT ANR has provided them, and are in the early stages of drafting the document. Fire Chief Nathan Potter commented on his interim plans for mutual aid, should there be a dam breach. Matt Muraski noted the ANR 'breach' analysis did not take into account functioning culverts. It was agreed the draft EAP would be further discussed in early September, and after Luis Bango and Joan Haley have had time to settle in after their move to Sharon in July.

7. **E911 Numbering:**

Nathan Potter indicated he had prepared a guideline sheet for installation of numbers. SFD will standby to assist disabled landowners with installation of new E911 number plates. All other residents will be asked to install their own numbers. Selectmen confirmed the intent to order replacement numbers for all structures now. This had been agreed to at the prior meeting with Galen Mudgett. Nathan Potter commended the road crew for installation of road signs. Joe Ronan agreed to follow-up with Galen Mudgett regarding installation of plates.

8. **Approve Windsor County Sheriff Contract Renewal (FY21):**

Mary Gavin made the motion to approve the Windsor County Sheriff's FY21 Contract for services at \$58/hour as presented for one year. Kevin Gish seconded. The motion carried. It was agreed WCS be invited to attend the July 6th regular meeting to discuss the focus of their service to the Town.

9. **South Royalton Rescue Contract Renewal (FY21):**

Action was postponed until June 23rd.

10. **South Royalton Rescue Advisory Board Appointment**

Motion by Kevin Gish to reappoint Dustin Potter to the South Royalton Rescue Advisory Board. Mary Gavin seconded. The motion carried.

11. **Finance Manager Reports:**

Deb Jones presented budget scenarios reflecting an 8% loss (\$33,888) in revenues. She reports the State is considering losses of between 8 – 15% due to the COVID 19 pandemic. The Town will not know what its delinquent tax adjustment will be until the end of August. Income from Town Clerk fees from May/June have been strong. But this trend may not continue. Listers have noted there is a shortage of valuable real estate on the market. Deb Jones noted a general fund short-fall could be absorbed, due to its healthy fund balance. The highway fund is not in as good shape. She inquired whether the Board would consider delaying purchase of highway equipment. Income and budget projections will be revisited in one month at the July 20th meeting.

12. **Requisition for Reimbursement (Grants-in-Aid):**

Mary Gavin made the motion to approve, and for the Chair to sign, the requisition for reimbursement (grants-in-aid) for storm water improvements on Quimby Mountain Road in the amount of \$9,818.42. Kevin Gish seconded. The motion carried.

13. **Sharon Energy Committee Letter to Governor**

Motion by Kevin Gish, seconded by Mary Gavin, to approve the Sharon Energy Committee's letter to Governor in follow-up to Town Meeting discussions and action. The motion passed unanimously.

14. **Coronavirus – planning/updates:**

It was noted the Governor has extended the state of emergency through July 15th. Staff will continue to fill out health screening reports to be filed with payroll during this period. Deb Jones reported TASCOS came into the office to discuss possible approaches for installation of an intercom system and remote door open/closure. TASCOS may also provide an estimate for upgrading the fire panel so the Town could do away with its remaining analogue line.

15. **Selectboard Assistant Reports:**

It was agreed Deb Jones will provide language revisions regarding sole source vendors for the **procurement policy**. Selectmen confirmed prior modifications made to the policy thresholds for obtaining estimates versus formal bids. The Selectboard Assistant will follow-up on repairs to a Town Offices basement window.

16. **Junkyard Ordinance:**

Research will continue on alternatives available for enforcement of this type of ordinance.

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

Kevin Gish noted there were no further developments to report from law enforcement agencies.

18. Driveway Permit: 62 Harlow Road

Dylan McCullough will be contacted again to remind him to submit a driveway permit for installation of the mobile home at this location.

19. Approval of Warrants:

Kevin Gish made the motion to approve check warrant #1039 in the amount of \$30,319.94 with payments to Blue Cross Blue Shield for July premiums (\$7,181.80); Evans Motor Fuels for fuel (\$660.12); Green Mountain Mowing for grounds maintenance (\$422.50); Have Trash Will Travel for trash removal (\$13.00); Health Equity for employee health reimbursement expenses (\$7.29); Jack Jones Construction for office desk shields/partitions (\$1,796.39); Deb Jones for mileage reimbursement (\$41.64); McCullough Crushing, Inc. for gravel (\$196); NEMRC for annual support fees and July services (\$1,504.64); Royal Auto for parts (\$8.46); VLCT Property Casualty Insurance Fund (“PACIF”) third quarter premiums (\$14,702.18); WB Mason for supplies (\$73.92); Windsor County Sheriff for traffic control (\$3,712). **Mary Gavin seconded. The motion passed unanimously.**

Mary Gavin made the motion to approve check warrant #1040 for payment to Pike Industries for highway paving expenses (167,306). It was noted Jon Harrington, P.E. had reviewed and approved the quantities being requisitioned. **Kevin Gish seconded. The motion carried.**

Mary Gavin made the motion to approve check warrant #1041 for payment to VLCT Property Casualty Insurance Fund (“PACIF”) for Old School House third quarter property insurance expense (\$2,108.57). **Kevin Gish seconded. The motion carried unanimously.**

20. Adjournment:

Motion to adjourn at 8:38PM made by Mary Gavin. **Kevin Gish seconded. The motion carried unanimously.**

Joe Ronan
Kevin Gish
Mary Gavin