

**SHARON SELECTBOARD
REGULAR MEETING
April 5, 2021
MINUTES (FINAL)**

*This meeting was held in compliance with the Vermont
Open Meeting Law with Electronic and Telephonic Participation*

Participating via Zoom: Selectboard members Joe Ronan, Mary Gavin, Kevin Gish; Frank Rogers (Road Foreman), Margy Becker (SB Assistant), Deb Jones (Finance Manager), Margaret Raymond (Treasurer), Dick Ruben (Sharon Conservation Commission), Dr. Sara Decker, Gifford Health Center (Sharon); Andrew Lane, TSA, Donna Foster, resident.

1. Call to Order:

The Chair convened the meeting at 6:35PM.

2. Review/Approve Agenda:

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

3. Approval of Minutes:

Motion by Kevin Gish to approve the minutes of March 1, 2021 as submitted. Mary Gavin seconded. The motion carried unanimously.

Motion by Mary Gavin to approve the minutes of March 15, 2021 as submitted. Kevin Gish seconded. The motion carried unanimously.

Motion by Mary Gavin to approve the minutes of March 29, 2021 as submitted. Kevin Gish seconded. The motion carried unanimously.

Motion by Mary Gavin to approve the minutes of March 30, 2021 as submitted. Kevin Gish seconded. The motion carried unanimously.

4. Approval of Warrants:

Mary Gavin made the motion to approve Check Warrant #1142 for \$2,661.66 for payment of invoices from Compuaccount for \$248.95, from Consolidated Communications for \$341.40, for D&D Excavating for \$749.70, from EC Fiber for \$79, for GUVSW for \$990 for dump coupons, and from Margaret Raymond to replenish the General Fund petty cash totaling \$252.61 for July through March. **Kevin Gish seconded. The motion carried unanimously.**

Kevin Gish made the motion to approve Check Warrant #1143 for \$8,634.59 for payment of invoices from NE Truck Tire Centers for \$577.85, from North Country Welding LLC for \$70.99, from Royal Auto Parts for \$70.50, from Sabil & Sons for \$320.05, from the State of Vermont for \$240 re permit, from Tyler Wight Heating for \$75, from the Town Clerk to USPS for stamps for \$128, from the US Bank for bond interest for \$7,152.20. **Mary Gavin seconded. The motion carried unanimously.**

Mary Gavin made the motion to approve Check Warrant #1144 for \$18,345.10 for payment of invoices from VLCT Municipal Assistance Center for \$56, from VLCT PACIF for \$15,023.21 for quarterly liability, property, and WC insurance, from VLCT UI for \$190 for quarterly unemployment premium, and from VMERS for \$3,075.89 for March retirement contributions. **Kevin Gish seconded. The motion carried unanimously.**

Kevin Gish made the motion to approve Check Warrant #1145OSH for \$2,291.04 for payment of an invoice from VLCT PACIF for \$2,291.04 for quarterly premium owed on liability & property insurance. **Mary Gavin seconded. The motion carried unanimously.**

Mary Gavin made the motion to approve Check Warrant #1146 for \$57.67 for payment to Eyemed. **Kevin Gish seconded. The motion carried unanimously.**

5. Finance Manager Reports:

Selectmen and Finance Manager Deb Jones discussed the transition to a new town clerk at Town Meeting on May 8th. Debra St. Peter has expressed interest in training the one candidate on the ballot prior to election. Deb Jones indicated the VLCT has not set guidance for training a new town clerk. SB members expressed concern that training the candidate for town clerk prior to the election was too presumptuous. There could be a write-in campaign. Deb Jones suggested an alternative approach could involve training an Assistant Town Clerk, which is an appointed position by the Town Clerk. SB members expressed willingness to consider this approach. Further discussions were postponed until April 19, to allow time for Debra St. Peter to submit a more detailed proposal regarding the transition. Deb Jones subsequently mentioned that she will begin to report on her projections for the fiscal year-end beginning at the next meeting.

6. Highway Business/Road Foreman Reports:

Frank Rogers provided brief reports. He discussed the proposal he has received for purchase of magnesium chloride at 92 cents/gallon, which is less than last year. He asked for authorization to accept and sign the proposal. Selectmen granted permission. The crew will continue to work on replacement of cable guardrail on River Road.

Frank reported the permit from the Fire Marshall has been mailed. SB members asked the crew to refrain from beginning construction on the mezzanine office until the permit had been received. Mary Gavin conveyed the 'shout out' to the road crew for work recently done on Quimby Mountain Road that had been posted to the Sharon Community Facebook page. SB members suggested Frank begin to make a list of potential infrastructure projects that

could be submitted for consideration when the federal dollars become available in the State of Vermont.

7. Municipal Roads General Permit Amendment:

This year's reporting requirement with respect to the storm water Municipal Roads General Permit is to acknowledge to VT ANR that the Town has completed its road erosion inventory. This inventory had been completed in 2019, with assistance of the regional planning commission staff.

Motion by Mary Gavin to authorize the Chair to sign the MRGP Permit Amendment form as presented. Kevin Gish seconded. The motion carried 3-0-0 in favor. The Town will forward the permit amendment form and accompanying fee of \$240 to the VT ANR.

8. Horizons Engineering Proposal re: Baxter Driveway Drainage:

SB members requested that Will Davis call into the next Selectboard meeting to further explain his proposal for additional engineering services to draw up bid specifications for the drainage project. Margy Becker and Frank Rogers indicated an estimate for repairs met the Town's purchasing policy threshold for formal bids. Frank further indicated that though Horizons had prepared a site plan, the site plan does not provide elevations or final grades. This information is necessary to enable the contractor to properly tie into the precast drainage inlets. Action was deferred to April 19 on the Horizons' \$900 proposal to prepare bid specifications.

9. Foster Gardens' Request for Temporary Access to Town Green:

After further brief discussions with Selectmen, Donna Foster agreed to report back at the next meeting as to whether she will be provided access to the Romeo rental property next to the Lighthouse.

10. 2021 Liquor License Renewal – Midway Station:

Mary Gavin made the motion to approve Midway Station's application for renewal of its liquor license in 2021. Kevin Gish seconded the motion. The motion carried 3-0-0 in favor.

11. DRB Administrative Permit Fee:

SB members considered a proposed \$20.00 application fee for an administrative permit pursuant to the Flood Hazard Bylaw. An administrative permit may be issued by the Administrative Officer without a hearing or DRB review in certain cases. SB members stated concerns that an application fee of \$20 would not fully reimburse the Town for associated administrative costs.

Mary Gavin made the motion to establish a fee for an administrative permit pursuant to the Flood Hazard Bylaw at \$50.00 effective April 5, 2020. Kevin Gish seconded. The motion carried 3-0-0 in favor.

12. Gifford Health Care: Proposed 5K Running Race

Dr. Sara Decker described her tentative plans for a 5K running race fundraiser. Kevin Gish provided information about The Sprouty, which was news to Dr. Decker who is new to the Upper Valley. She agreed to further investigate the potential for an enhanced affiliation with The Sprouty and/or race dates that would not conflict with The Sprouty.

13. Old School House Maintenance:

Selectmen informed Andrew Lane (TSA Middle School) of their intent to defer discussions on prioritizing maintenance and repairs for the Old School House until they had re-reviewed the Capital plan for the building. Andrew Lane asked that the Town proceed to prioritize painting at least two sides of the building, plus the bell tower, for this year.

Andrew described TSA's intention to apply for Round 2 grant funding for HVAC system upgrades. TSA would like to upgrade controllers and thermostats to boost heating efficiency. SB members asked for information as to how much efficiency would be achieved. Andrew further explained this upgrade would include installation of a re-circulator feature into the ERV. TSA is also interested in adding an ERV for the art room or for both the gym and art room. Selectmen expressed support for the ERV grant applications. Andrew's closing remarks indicated the TSA's interest in pursuing lighting upgrades. Discussions regarding maintenance and repairs and the long-term status of the building will resume at the April 19 meeting.

14. Australian Ballot Information Meeting:

Town Meeting in May consists of voting by Australian ballot. The one opportunity for residents to discuss articles to be voted on will be in a virtual Australian Ballot information meeting to be held at 6:30PM, Monday, May 3rd via Zoom. Joe Ronan agreed to work with Margy Becker to prepare a draft agenda for the meeting, which the SB will then finalize at the April 19 SB Meeting.

15. Ashley Forest Discussions with Strafford:

Kevin Gish provided a status report on the work of the negotiating team. Consensus has been reached regarding retention of single-ownership of parcels but joint management of the forest. The team is advocating for joint fiscal responsibility that is separate from the towns and self-sustaining. Issues around 'severability' are being discussed vis-à-vis the conservation easement. The VLT Conservation Easement will be granted just prior to transfer of the property to the towns.

16. Investment Policy Review:

Discussions with the Treasurer were postponed until the next meeting.

17. **Selectboard Assistant Reports:**

Margy Becker confirmed upcoming meeting dates (April 22 and May 13) to be reserved for discussions of hazard mitigation plan revisions. The Sharon Fire Dept. IC Team (Nathan Potter, Becky Owens, Susan Root) and Road Foreman Frank Rogers will join the Selectboard in these upcoming meetings. Threat Owl, LLC will facilitate.

18. **Coronavirus Planning:**

Mary Gavin reported on the April 5th Incident Command meeting and noted the SFD's concern about dry conditions. The SFD had responded to another structure fire over the weekend. South Royalton Rescue now has a new Director. SRRS will not be involved in the statewide vaccine mission.

19. **Harlow Road:**

Kevin Gish reported that Dylan McCullough is cleaning up the junk around his property. There were no other significant reports.

20. **Adjourn:**

Kevin Gish made the motion to adjourn at 8:30PM. Mary Gavin seconded. The motion carried unanimously.

Submitted by,
Margy Becker