

**SHARON SELECTBOARD
SPECIAL MEETING
MAY 4, 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; Margy Becker (SB Assistant), Deb Jones (Finance Manager), Road Foreman Frank Rogers, Galen Mudgett (Lister), and members of the public listed by agenda item.

1. Call to Order:

The Chair convened the meeting at 6:30PM.

2. Review/Approve Agenda:

Motion by Kevin Gish to approve the agenda with the addition of item #11a Drum Heller Road – Signage, in reference to comments from Susan Root. Mary Gavin seconded. The motion to amend the agenda carried unanimously.

3. Public Comments:

Joe Ronan applauded Dick Ruben and Sharon Conservation Commission (SCC) for the great volunteer work behind this year's GreenUp Day. A lot of roadside trash and tires were collected. Deb Jones noted the SCC had raised \$442 from the tire collection. Those funds will be used to pay off the trash and metal recycling costs. The Selectboard agreed with the SCC's proposal that the remaining funds be deposited into the Conservation Fund.

4. Review/Approve Minutes:

Motion by Mary Gavin to approve the minutes of April 19 regular meeting as submitted. Kevin Gish seconded and the motion carried unanimously.

Motion by Kevin Gish to approve the minutes of the April 22 special meeting as submitted. Mary Gavin seconded and the motion carried unanimously.

Motion by Kevin Gish to approve the minutes of the May 1st special meeting as submitted. Mary Gavin seconded and the motion carried unanimously.

5. Approval of Warrants:

Mary Gavin made the motion to approve AP Warrant #1153 in the amount of \$7,940.08 which includes invoices from Allen Wight for \$31.36 for mileage, ATG Westminster for \$4162.98, Bethel Mills for \$1,873.67 for materials for the partitioning for the garage office, Casella Waste for \$42.86, Consolidated Communications for \$342.94 for office and garage

phones and garage internet, EconoSigns for \$80.82 for PPE, Evans Motor Fuels for \$1366.28 for 2 weeks of diesel deliveries, and from Fastenal for \$39.17 for an anchor pin. **Kevin Gish seconded and the motion carried unanimously.**

Kevin Gish made the motion to approve AP Warrant #1154 in the amount of \$2,518.09 with invoices from Foley Services for \$112.96 for road crew uniforms, GMP for \$531.10 for 5 monthly electric bills, Kimball Midwest for \$197.99, and from LHS Associates for \$1676.04 for ballot coding and ballot printing. **Mary Gavin seconded and the motion carried unanimously.**

Mary Gavin made the motion to approve AP Warrant #1155 in the amount of \$1,389.47 with invoices from Margaret Raymond/petty cash for \$300 to replenish petty cash for paying for some of the Town Report mailing, Margy Becker for \$277.15 for certified mailing for the PC and the balance of the cost of mailing the Town Report and supplies at Staples, Pike Industries for \$310.90 for 3/4" crushed gravel, Sabil & Sons for \$217.67 for DEF and a clamp, to Sanel Auto Parts for \$108.04, and from Spaulding Press for \$175.71 for election envelopes. **Kevin Gish seconded and the motion carried unanimously.**

Kevin Gish made the motion to approve AP Warrant #1156 in the amount of \$6,424.26 with invoices from the Treasury Op Division for \$50 for marriage license fees, the Treasury Op Division for \$390 for dog licenses, US Bank for \$150.60 for copier lease and maintenance, the Valley News for \$180.20 for a legal notice for the Planning Commission, VMERS for \$4421.74 for April's retirement contributions, Welch's True Value for \$113.98 for grass seed, and from Winter Equipment for \$1,117.74 for the grader's roadmax system. **Mary Gavin seconded and the motion carried unanimously.**

Mary Gavin made the motion to approve AP Warrant #1157 OSH in the amount of \$758.80 with invoices from Lavalley Building Supply for railing materials for both sides of the back stairs at the Sharon Academy Middle School. **Kevin Gish seconded and the motion carried unanimously.**

Kevin Gish made the motion to approve AP Warrant #1158 Recreation in the amount of \$834 including an invoice from Big Green T's for baseball shirts and hats. **Mary Gavin seconded and the motion carried unanimously.**

6. Finance Manager Reports:

Deb Jones provided a status report on the 'true up' regarding school taxes, which came in slightly less than projected. It was agreed the SB would approve the annual pay table at the next meeting.

7. Road Foreman Reports/Highway Business:

Frank Rogers reports good progress is being made on construction of the mezzanine office, and that electrical work is about to begin. He has received the permit and agreed to contact the Fire Marshall regarding the need for an interim inspection. SB noted the yearly servicing of the 6-wheeler will occur in July at ATG. Galen Mudgett requested the road crew install

reflectorized posts at three locations along Quimby Mountain Road where shoulder erosion is occurring. Galen also reported on the poor condition of several legal trails at the end of Chapel Hill, Turnpike, and Copperas Roads.

Selectmen reviewed the bid tally for the **Quimby Mountain Road box culvert replacement**. Six (6) bids were received. Two bids have been determined to be non-responsive. The remaining eligible bids were as follows:

1. Avery Excavation Inc: \$67,961; tree removal \$ 200; ledge \$200/cyd.
2. Daniels Construction: \$87,250; tree removal \$2,500; ledge \$300/cyd.
3. Northwoods Excavating: \$88,250; tree removal \$1,600; ledge \$ 75/cyd.
4. Hebert Excavation Corp: \$94,000; tree removal \$ 500; ledge \$200/cyd.

Margy Becker reported on favorable references for Avery Excavation. Frank Rogers recommended the Town award Avery the bid as low bidder.

Mary Gavin made the motion to award the bid for the Quimby Mountain box culvert replacement to Avery Excavation for \$67,916 lump sum; for tree removal (\$200) and for ledge removal (if encountered) at \$200/cyd. Kevin Gish seconded. The motion carried unanimously.

Reuben Sotak, Jacob Sotak, and Ashley Denk who all own property on Honey Brook Road, participated in discussions regarding the Fire Department's concerns regarding the condition of this legal trail. There will soon be three year-round dwellings at the end of the legal trail, and SFD wants to be assured fire-fighting vehicles can access them. Work on culverts and ditches is needed along the legal trail, and there is a significant amount of brush which needs to be removed. Landowners currently maintain the road. But many members of the public drive the legal trail to access the White River and Wildlife Management Area.

Mary Gavin expressed reluctance to consider upgrading Honey Brook Road to address Fire Department concerns regarding access. Reuben noted residents could petition the Town to upgrade the road to Class 4.

Reuben Sotak reported SFD and residents are also concerned about the significant 'blow down' on neighboring state-owned Wildlife Management Area lands and on lands previously owned by the Webster family. In drought conditions the 'blow down' poses a wildfire risk. Likewise, increased usage of the shoreline for campfires by fisherman, canoeists, and kayakers in dry conditions is worrisome. The Wildlife Management area backs up to properties along Honey Brook Road and Stationmasters Road. The acreage is very rugged and difficult to access. Reuben and Ashley Denk further noted there are no dry hydrants on Honey Brook Road. The nearest ones are on Howe Hill Road.

It was agreed that discussions among all the parties (State officials, landowners, Town officials, Sharon Fire Dept., and residents) regarding wildfire prevention and the condition of Honey Brook Road will continue during the Selectboard meeting on June 7th.

8. Town Offices – Computers:

Staff reported the lack of videoconferencing capability on several older workstations. Now that officials and staff have been vaccinated and are working in the office again, computer upgrades are needed. The Town's IT Consultant will be asked to submit a proposed plan for upgrades. This business item will be discussed again at a June meeting.

9. Investment Policy:

Margaret Raymond, Treasurer, joined brief discussions on proposed amendments to the policy to address management of assets when contracts with 3rd parties are involved. This is the case with the Decommissioning Plan for Norwich Technologies solar installations. These discussions will continue at the May 17 meeting.

10. Annual Appointments to Boards/Commissions:

Motion by Mary Gavin to appoint Ira Clark and Paul Kristensen to the Planning Commission for three-year terms ending March 2024. Kevin Gish seconded. The motion carried unanimously.

Mary Gavin made the motion to Mike Zwikelmaier, Karen Hewitt, Scott Chesnut, Dick Ruben, Eric Boen, Eric Cornell, Danielle Cornell, and Sam Brakely to the Conservation Commission for terms of one year expiring March 2022. Kevin Gish seconded. The motion carried unanimously.

Mary Gavin made the motion to reappoint Dee Gish, Ryan Haac, and Jill Wilcox to the Energy Committee for terms of one year expiring March 2022. Kevin Gish seconded. The motion carried unanimously.

Mary Gavin made the motion to reappoint Miranda Potter, Georgia Potter, Samantha Potter, Tiffany Clark, Fred Small, and Rob McShinsky to the Recreation Committee for terms of one year expiring March 2022. Kevin Gish seconded. The motion carried unanimously.

11. Appointments to East Central VT Telecommunications District (ECFiber):

David Karon, representative to the Board of ECFiber, joined the meeting and provided a brief update on ECFiber. He and Clare Holland have been busy helping Sharon residents with their requests for connections. It was agreed that David will meet with the SB at a later date to provide a more comprehensive report.

Motion by Mary Gavin to authorize the Chair to sign the Resolution of Appointment to the ECVT Telecommunications District for David Karon (representative) and Clare Holland (alternate) for terms of one year and through April 2022. Kevin Gish seconded. The motion carried unanimously.

12. Town Meeting May 8, 2021:

SB members noted that voting is underway. They expressed hope that Debbie St. Peter would reach out for assistance as needed. Board members will make themselves available to help count write-ins as requested. The tabulator will tally other votes.

13. Drum Heller Road – Sign:

Susan Root has notified the Selectboard a sign has been installed at the end of the Drum Heller Road legal trail section below the intersection with Downer Forest Road. The sign reads “End of town-maintained road. Not a pass-through road. Landowners only beyond this point”. SB members asked staff to confirm where the public portion of the road ends and to investigate whether the sign should be removed. SB members will further discuss at the June 7th meeting.

14. Harlow Road Updates:

There were no updates given. However, SB members agreed to revisit the topic of community policing, and a one-hour special meeting and brainstorming session will take place on May 25th or May 26th. Interested residents will be invited to participate. The VLCT community policing consultant will be invited to attend. Margy Becker will follow-up.

15. Coronavirus Response Planning:

Mary Gavin reported on the May 3rd IC Team meeting. The Food Shelf reports a slight decrease in the number of household visits. It has been busy applying for, and has received, several grants. Keenan Haley has reported Sharon Elementary School is now allowed to mix students in different grades. Teachers are exhausted. Plans are being laid for summer programs. Greg Elder, IC Team Volunteer Coordinator reported on volunteer cleanup of a property on GreenUp Day. Mary Gavin will research whether there are small grants available to assist with cleanup of scrap metal and household trash for eligible residents.

16. Executive Session – Personnel:

Motion by Kevin Gish to enter executive session to discuss a personnel matter with Frank Rogers in attendance at 8:24PM. Mary Gavin seconded. The motion carried unanimously. The SB exited from executive session at 8:39PM.

Mary Gavin made the motion to raise the hourly rate of compensation of an employee to \$17.07/hour retroactive to April 25, 2021. Kevin Gish seconded and the motion carried unanimously.

17. Adjourn:

Mary Gavin made the motion to adjourn at 8:40PM. Kevin Gish seconded. The motion carried unanimously.

Submitted by, Margy Becker