

**SHARON SELECTBOARD**  
**Regular Meeting**  
**Monday, JUNE 21, 2021**  
**MINUTES**

*This meeting was held in compliance  
With the Vermont Open Meeting Law with electronic participation, with the exception that  
due to storm conditions and power outages the Zoom recording for this meeting was interrupted.*

Attending via Zoom: Selectboard members Joe Ronan, Mary Gavin, Kevin Gish; Margy Becker (SB Assistant), Deb Jones (Finance Manager), Road Foreman Frank Rogers; Captain Claude Weyant, Windsor County Sheriff's Department;

Joe Ronan, present in Town Offices, called the meeting to order at 6:45PM.

**1. Review/Approve Agenda:**

No modifications to the agenda were suggested.

**2. Public Comments:**

Margy Becker acknowledged the SB office has received comments from resident Paul Kristensen, who is concerned about the condition of the historic stone arch culvert at Star Mountain Road and Darce Newcity, who is concerned about members of the public accessing the White River at Sharon ledges via their property on South Rte. 14. Folks are being disrespectful of their private property. SB members agreed to a plan for response to these comments.

**3. Review/Approve Minutes:**

**Motion to Mary Gavin to approve the minutes of June 7, 2021 without changes. Kevin Gish seconded. The motion carried unanimously.**

**4. Approval of Warrants:**

The Board reviewed and approved AP warrants, including a payroll warrant, as noted below.

**Motion by Kevin Gish to approve the Payroll Warrant for the period ending June 19, 2021 with a cash draw of \$14,511.29. Mary Gavin seconded. The motion was seconded and carried unanimously.**

**Motion by Mary Gavin to approve AP Warrant #1176 in the amount of \$10,456.99 including payments to Margy Becker \$200 (for reimbursement for online payment for Stream Alteration Permit for Quimby Mtn Rd work); BCBS of VT \$7,324.89 (July 2021 Prepay for FY2022); Casella Waste \$90.86, State of Vermont \$845.60 (MRGP annual permit fee), EJ Pringle \$25.31 (gas), Fastenal Co \$64.78, Foley Services \$225.92 (uniforms x 4 weeks), and Eric**

& Donna Foster \$1,679.63 (reimbursement for property tax credit generated from abatement). **The motion was seconded by Kevin Gish and carried unanimously.**

**Motion by Mary Gavin to approve AP Warrant #1177 in the amount of \$8,629.56** including payments to Evans Motor Fuel \$1,109.99, GMEDC \$500 (annual dues), GUVSW District \$1,485.00 (punch coupons), Have Trash Will Travel \$13.00, Innovative Municipal Products \$4,152.88 (magnesium chloride), Kimball Midwest \$153.20, Magee Office Products \$44.68, Maine Oxy Group \$42.41, Overhead Door Co. \$983.40 (repair garage bay door), and David Phillips \$145.00 (cemetery work). **The motion was seconded by Joe Ronan and carried unanimously.**

**Motion by Joe Ronan to approve AP Warrant #1178 in the amount of \$11,771.59** including payments to Royal Auto Parts \$25.87, Sabil & Sons \$180.95, Scott Fisk \$330 to replace river access sign near Town Garage, Southworth Milton \$472.59, Threat Owl LLC \$5100 (Hazard Mitigation Plan preparation), USPS \$110.00 (stamps for dog licensing), Valley News \$134.30 PC notices, VCRD \$250 (annual appropriation), Windsor County Sheriff \$4,814.00 (for May services), WorkSafe \$53.90 for sign, and Michael Zwickelmaier \$299.98 to reimburse for tree purchase for planting program. **The motion was seconded by Mary Gavin and carried unanimously.**

**Motion by Mary Gavin to approve AP Warrant #1179 in the amount of \$20,858.21** including payments to VLCT PACIF \$15,023.21 (liability, building, vehicle, workman's comp insurance), VLCT Employment Resource \$190(Jul – Sept. UI insurance), and Windsor County Treasurer \$5,645 (½ year of county tax and bond payment for FY2022). **The motion was seconded by Joe Ronan and carried unanimously.**

**Motion by Joe Ronan to approve AP Warrant #1180 in the amount of \$840.26** including payments to WB Mason \$515.91 (for water and desk, chair, & keyboard for Town Clerk), and Welch's True Value \$324.35 (new office materials and grass seed). **The motion was seconded by Mary Gavin and carried unanimously.**

**Motion by Mary Gavin to approve AP Warrant #1181 (OSH) in the amount of \$2,967.42** including payments to ARC Mechanical \$676.38 (for emergency boiler service), and VLCT PACIF \$2,291.04 (FY2022 Jul – Sept. liability, building, vehicle, workman's comp insurance). **The motion was seconded by Joe Ronan and carried unanimously.**

**Motion by Mary Gavin to approve AP Warrant #1182 in the amount of \$3,847.00** including payments to Northeast Delta Dental \$504.83, Tom Honigford \$92.40 (mileage and postage expenses), The Lincoln National Life Ins Co \$246.67, Mudgett Jennett Krogh-Wisner \$2,800.00 (FY21 independent audit), Debra St Peter \$52.50 (Town Clerk training), and US Bank \$150.60 (copier lease). **Joe Ronan seconded and the motion carried unanimously.**

## **5. Finance Manager Reports:**

Deb Jones announced she has an RFP out for the 3100 yards of sand hauling. Bids will be reviewed during the July 6<sup>th</sup> meeting. Deb reported on the Balance Sheets for the General Fund

& Highway Fund and the year-to-date and year-end projections for same. The news is still good, particularly for the highway fund, which had an anticipated \$15k shortfall and is looking more like a 69k surplus. Extra revenue came in via State grants and savings were found in several line items such as overtime, fuel, and salt.

American Rescue Plan Act (ARPA):

Deb Jones indicated she has been getting more information about the status of ARPA funds. The Town's allocation will be in 2 payments of \$80,086 – one in July 2021 and one in July 2022 for a total of \$160,172. The State of Vermont will begin receiving ARPA payments potentially as early as next week, and then the municipalities only have 30 days to demonstrate acceptance of the ARPA Terms and Conditions to preserve their funding allotments. Deb requested the Selectboard formally approve and accept two documents as follows:

**Motion by Mary Gavin to accept the US Treasury's "Coronavirus Local Fiscal Recovery Fund Award Terms & Conditions". Kevin Gish seconded the motion, and the motion carried unanimously.**

**Motion by Mary Gavin to approve the "Assurances of Compliance with Civil Rights Requirements and Compliance with Title VI of the Civil Rights Act". Kevin Gish seconded. The motion carried unanimously.**

Conservation Fund – 2021 Green Up Day Proceeds:

Deb Jones explained the Conservation Commission has asked the SB to approve reserving the extra \$288 collected for Green Up Day in the Conservation Fund.

**Motion by Mary Gavin to reserve the \$288 proceeds from Green Up Day 2021 in the Conservation Fund. The motion was seconded. The motion carried unanimously.**

**6. Windsor County Sheriffs' FY22 Contract Renewal:**

Captain Claude Weyant joined the SB meeting to further discuss WCS's proposal for a revised FY22 contract renewal of 20 hours/week coverage and a dedicated patrol officer. SB members expressed their appreciation for the revised proposal, which addresses concerns raised in the June 7<sup>th</sup> meeting. SB members restated their commitment to community policing, inclusive of weekend patrols. It was further agreed WCS services pursuant to the contract would be re-evaluated within 60 days (late August). Joe Ronan expressed his intent to suggest a few minor modifications to the proposed contract. Final board action is scheduled for June 28<sup>th</sup>, at which time the SB will approve and sign the contract.

**7. 7:40PM Highway Business/Road Foreman Reports:**

Frank Rogers indicated roadside mowing will begin next week. The new truck will be arriving the 2<sup>nd</sup> or 3<sup>rd</sup> week of July. He would like to prepare bids for hardpack and crack sealing upon his return from vacation in two weeks.

FY22 Annual Financial Plan:

**Motion by Mary Gavin to approve and sign the VTRANS TA60 FY22 Annual Financial Plan for highways. Second by Kevin Gish. The motion carried unanimously.**

Letter of Intent – Year 5 Grants-in-Aid (MRGP):

**Mary Gavin made the motion to approve the Letter of Intent to participate in year 5 (SFY22) of the Grants-in-Aid program for improvements to stormwater infrastructure. Kevin Gish seconded and the motion carried unanimously.**

Legal Trail Matters:

**Re: Drum Heller Road:** Margy Becker reported all residents on Drum Heller Road were sent the letter requesting the sign be taken down by June 25<sup>th</sup>. The road crew may do so after June 25<sup>th</sup>. **Re: Honey Brook Road** She has heard back from both the State Forester (Tim Morton) and the Forester representing the Webster Family as to their willingness to meet with Sharon Fire Dept., residents, or Selectboard members concerning access to, and forestry management in the White River Wildlife Management Area. SB members agreed the Town's role concerning forest management practices employed by the State on the WMA parcel is limited to facilitating discussions on wildfire prevention as requested by Nathan Potter, Fire Chief. Emergency vehicle access to dwellings on Drum Heller Road is a separate issue. This matter will reappear on a future agenda, when the SFD is available to join a meeting.

**8. Baxter Library Drainage Project (Update):**

Margy Becker provided a brief status report on this project.

**9. Coronavirus: 'Reopening' Plan for Town**

SB members and staff discussed the Governor's lifting of the State of Emergency and the implications of such action on town operations. Discussions concluded with the following change in operations at Sharon Town Offices:

- The Town Offices will be open to the public and rear door unlocked;
- Hours of operation will be posted at the rear entry;
- The Town Clerk oversees operations in her office, and she will continue to require appointments for vault research;
- Masks and social distancing will be required for all people who are unvaccinated based on the honor system;

SB members will research alternative physical meeting locations for board and commission meetings, as the conference room in the Town Offices is small and poorly ventilated. In the interim boards and commissions are encouraged to continue with remote meetings for the foreseeable future. In order to comply with the Vermont Open Meeting law, at least one board

member will need to be physically present in the Town Offices while participating in the Zoom or telephonic meeting. And the public must be provided access to the meeting from this location in the Town Offices. Masking and social distancing requirements will prevail for unvaccinated individuals.

**10. Dispatch Agreement 2021-2025 with Town of Hartford:**

**Motion by Kevin Gish to approve the 2021-2025 Dispatch Agreement with the Town of Hartford. The motion was seconded by Mary Gavin and carried unanimously.**

**11. Annual Appointments to TRORC:**

**Motion by Mary Gavin to appoint Ira Clark as Town Representative to Two Rivers Ottauquechee Regional Commission (TRORC). Second by Kevin Gish. The motion carried unanimously.**

**Motion by Mary Gavin to appoint Deb Jones to the TRORC Transportation Advisory Committee. Second by Kevin Gish. The motion carried unanimously.**

**12. Vermont Inclusion Pronouncement and Juneteenth: consideration of Town Policy:**

SB members noted the federal guidelines for observance of the Juneteenth holiday helps to clarify the Town's observance of Juneteenth as a paid holiday. SB members agreed to establish a schedule of paid holiday observances at the second meeting in July.

**13. Unfinished business:**

Margy Becker reported she has yet to discuss front walkway repairs at the Library with Jacob Mayer, but will try to reach him this week. Selectmen agreed to meet with the Board of Listers at the July 19<sup>th</sup> SB meeting to discuss a Development Review Board Notice of Violation (2012) which is affecting the Listers' ability to value the Kendall property on White Brook Road.

Margy indicated she is waiting for a second estimate on fire alarm system upgrades at the Old School House from Steve Fifield. Tasco has provided its estimate. As agreed with SB members, the bid notice for exterior painting of the Town Offices and Old School buildings will enable bidder preference to complete the work over two *or* three seasons. There were no updates shared with respect to Ashely Forest planning discussions nor the Harlow Road case.

**14. Adjournment:**

**Motion by Mary Gavin, seconded by Kevin Gish, to adjourn at 8:30PM. The motion carried unanimously.**

Submitted by,  
Margy Becker