

**Sharon Selectboard  
SPECIAL Meeting Minutes  
November 30, 2021 (Final)**

*This meeting was held in compliance with the VT Open Meeting law for electronic meetings with remote and in-person attendance.*

Attending In-Person from Sharon Town Offices: Kevin Gish, Selectmen; Attending remotely via Zoom: Selectmen Joe Ronan and Mary Gavin; Finance Manager Deb Jones; Road Foreman Frank Rogers; Margy Becker, Selectboard Assistant; Treasurer Margaret Raymond.

Joe Ronan convened the meeting at 6:30PM;

**1. Approval of Agenda:**

**Motion by Mary Gavin to approve the agenda as submitted. Joe Ronan seconded. The motion carried unanimously.**

**2. Public Comments:**

There were no public comments.

**3. Approval of Warrants:**

**Mary Gavin made the motion to ratify approval of the payroll warrant signed last week for the period 11/7-11/2021 for a cash draw of \$13,816.86. Joe Ronan seconded. The motion carried unanimously.**

**Motion by Mary Gavin to approve AP Warrant #1238 in the amount of \$32,468.75 including payments to: Community Bank NA \$8815.08 Ford550 (payment 3); Eyemed \$64.41; Frank Rogers \$56 (mileage); Indus \$1,0541.21 (annual crack sealing); Madison National Life \$207.16; Delta Dental \$467.64; So Royalton Rescue \$6,824.50; Studio Nexus Architects \$568.75 (Grant re: ADA access to Historical Society Building); VT Association of Conservation Districts \$100; VT Dept. of Health \$10; Windsor County Sheriff's Department \$4,814. Joe Ronan seconded. The motion carried unanimously.**

**Motion by Joe Ronan to approve AP Warrant #1239 – Recreation – in the amount of \$129.99 including payment to Samantha Potter (reimbursement for Team Snap annual fee). Mary Gavin seconded and the motion carried unanimously.**

**4. FY23 Budget:**

Consideration of the FY23 budget commenced with a broad discussion on goals. A review and discussion of tax rate trends, projected Medicare Part B premium increases, and the status of fund balances ensued. Kevin Gish noted the board has worked hard to keep tax

rates level, but that much work needs to be done. Mary Gavin commented that the preliminary budget is a barebones budget yet already projects a 2-cent tax rate increase.

The highway budget was discussed generally. Frank Rogers reported two projects that would be eligible for VTRANS grant funds, including replacement of an undersized culvert on Downer Road and repairs to a short span bridge on lower Quimby Mountain Road. Frank noted the bridge repairs to be the priority of the two for the upcoming budget year. The Town's local share obligation on these grants is 10-20%. Deb Jones stated concern about the low balance in the highway infrastructure fund. The need for additional highway revenues was acknowledged. Kevin Gish and Joe Ronan expressed support for consideration of a potential increase in highway taxes. Deb will proceed to revise the infrastructure budget to accommodate the bridge and culvert upgrades for the next meeting. She noted the highway fund cannot accrue a deficit. The next budget draft will include an increase in the operating fund transfer to the infrastructure fund.

Frank Rogers and Kevin Gish spoke of the public's expectations for an increasing level of service from the highway crew. Frank Rogers proposed two sites for addition of hard pack, including White Brook or Eastman roads. Mary Gavin suggested the crew commence working on pruning back the tree canopy to alleviate mud season conditions where applicable. A plan to accomplish this work was agreed to.

SB members also expressed the need to tend to non-highway business, including preparation of a much-needed capital plan for investments into town buildings. The garage needs to be replaced. Frank Rogers agreed to contact neighboring towns which recently constructed new garages to find out more about the involvement of engineering consultants in those construction projects. SB members asked Margy Becker and Deb Jones to begin preparing a suggested building capital improvement plan, based on Seiple Home Inspections 2018 CIP.

The Board reviewed requests from area non-profits and boards and commissions. There were very few increased requests noted. Joe Ronan suggested the Town engage in discussions with Clara Martin Center regarding an increased level of mental health and substance abuse services for Sharon residents. Mary Gavin noted ARPA eligibility for this type of expense. The Board reviewed the customary \$250/year appropriation to Windsor County Mentors. WCM requests \$500 each year. After some discussion, SB members agreed to increase the contribution to Windsor County Mentors to \$375, with Mary Gavin dissenting.

Deb Jones provide a brief summary of the Baxter Library Trustees' proposed budget increase. The increase is due to increased compensation for the librarian and additional hours of operation. The Baxter Library Trustees will participate in a budget hearing scheduled for December 6<sup>th</sup>. Likewise SB members will hear from Sharon Fire Department.

Mary Gavin commented on the status of the South Royalton Rescue budget, noting a projected small per capita increase due to recent census numbers and wage increases for ambulance drivers.

5. **Agreement with TRORC: FHWA Municipal Project Management Services**

**Kevin Gish made the motion to approve the Two Rivers ORC Agreement for Services for FHWA project #Sharon VT132 ER 0177(13). The motion was seconded and carried unanimously.**

6. **Unfinished business:**

No action occurred on a request from Sharon Recreation Committee for allocation of town funds to support replacement of the scoreboard in the Sharon Elementary School gym.

7. **Executive Session (Personnel):**

**The motion to enter executive session to discuss personnel matters was made at 8:12pm by Kevin Gish. Mary Gavin seconded and the motion carried unanimously.**

**At 8:36 pm KG made a motion to leave Executive Session. 2nd by Mary Gavin. The motion carried unanimously.**

No action was taken subsequent to re-entering public session.

8. **Adjourn:**

**Mary Gavin made the motion to adjourn at 8:37pm. Kevin Gish seconded. The motion carried unanimously.**

Submitted by Margy Becker