

**Sharon Selectboard
REGULAR Meeting Minutes
March 2nd, 2022 FINAL**

This meeting was held in compliance with the January 2022 VT Open Meeting law amendments regarding fully-remote electronic meetings.

Attending via Zoom: Kevin Gish, Selectboard Vice Chair; Mary Gavin, Clerk; Sarah Pfeiffer, Selectboard; Deb Jones, Finance Manager; Nicola Shipman, Selectboard Assistant; Attending via Phone: Frank Rogers, Road Foreman

1. **Call to Order:** Kevin Gish called the meeting to order at 6:32PM

2. **Nominate temporary chair:**

Mary Gavin made a motion to nominate Kevin Gish as temporary chair. Sara Pfeiffer seconded. Motion passed unanimously.

3. **Election of Officers:**

Mary Gavin nominated Sarah Pfeiffer as Clerk. Kevin Gish seconded. Motion passed unanimously.

Mary Gavin nominated Kevin Gish to serve as Chair. Sarah Pfeiffer seconded. Motion passed unanimously.

Kevin Gish nominated Mary Gavin as Vice Chair. Sarah Pfeiffer seconded. Motion passed unanimously.

4. **Adoption of Regular Meeting Schedule**

Mary Gavin made a motion that the selectboard adopt the first and third Monday of the month for the regular meeting schedule. Sarah Pfeiffer seconded. Motion passed unanimously.

5. **Approve Newspaper of record**

Mary Gavin made a motion that the selectboard approve the Upper Valley News as the newspaper of record. Sarah Pfeiffer seconded. Motion passed unanimously.

6. **Approval of Agenda:**

Sarah Pfeiffer made a motion to approve the agenda as submitted. Mary Gavin seconded. Motion carried unanimously.

7. Public Comments:

No public comments

8. Ratify/Approval of Warrants:

Kevin Gish made a motion to ratify the Payroll Warrant for period ending 2/26/2022 in the amount of \$45,042.69. Mary Gavin seconded. The motion passed with Mary Gavin and Kevin Gish in favor, none opposed and Sarah Pfeiffer abstaining as she did not participate in the original approval of the Payroll Warrant.

9. Approval of Minutes:

None at this time.

10. Finance Manager Reports:

Deb Jones reported that there is about \$80,000+/- remaining to collect for property taxes which is progress for this year. Deb also offered to provide town budget training sessions for newly elected Selectboard Member, Sarah Pfeiffer.

11. Road Foreman Reports/Highways:

Frank Rogers had nothing to report other than a broken spring on one of the town trucks. Currently the town has a one-ton truck on loan from South Royalton. Frank suggested a 3/4 ton truck might be a good back up in future. The board agreed to table the discussion for a future date.

12. Town Office Status:

Mary Gavin made a motion to allow for the town offices to be unlocked during normal business hours, but the town officials will continue to wear masks and may still ask visitors to wear masks. Kevin Gish seconded. Motion passed unanimously.

13. Finance Manager Hiring Update:

There has been a small pool of candidates so far, and there have been some interviews, but at this time there has not been an offer made. The position is advertised as 32 hours per week.

Mary Gavin wanted to put in front of the board the question of working with an employment agency and to explore what that might look like. There was agreement that it would be worth exploring that option to see if it is feasible.

14. Selectboard Assistant Reports:

Nicola Shipman said she will speak with Mike Tisdale at Business Solutions to discuss the transition with Margy Becker's impending retirement. Nicola is also working on putting together a bid for town owned buildings, including the Old School House, the Town Offices and the Historical Society building that need of painting. Nicola will also be working with Frank to put together a budget for the VTrans Structures grant for the Dower Road Culvert and possibly another road related project.

15. Coronavirus Planning Updates:

No updates currently.

16. Harlow Road – updates:

No updates at this time though there was some discussion about resources that would be available to assist with the situation. The Selectboard will continue to monitor as there has been some concern from Sharon residents.

17. Adjourn:

Mary Gavin made a motion to adjourn at 7:55PM. Sarah Pfeiffer seconded. Motion approved unanimously.

Submitted by Nicola Shipman