

**Sharon Selectboard  
REGULAR Meeting Minutes  
March 7<sup>th</sup>, 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, Chair; Sarah Pfeiffer, Clerk; Nicola Shipman, Selectboard Assistant; Galen Mudgett, Lister; Ira Clark, Planning Commission; Ken Wright, Lister/Delinquent Tax Collector; Sue Sellew, Planning Commission; Helen Barrett, Lister; Attending via Phone: Frank Rogers, Road Foreman

**Call to Order:** Kevin Gish called the meeting to order at 6:30PM.

**1. Review/Approve Agenda:**

**Sarah Pfeiffer made a motion to approve the agenda as modified with addition of an Executive Session to discuss candidates for the Ashley Community Forest. Kevin Gish seconded. Mary Gavin was not present. Motion passed.**

**2. Public Comments:**

No public comments

**3. Approve Minutes:**

**Sarah Pfeiffer made a motion to approve the March 2<sup>nd</sup>, 2022 minutes. Kevin Gish seconded. Motion passed 2-0-0. Mary Gavin was not present.**

Sarah Pfeiffer was not involved in the meetings prior to March 2<sup>nd</sup>, and therefore the vote for the additional minutes will be postponed until March 21<sup>st</sup>.

**4. Approve Warrants:**

**Kevin Gish made a motion to approve AP Warrant 1280 for \$1,100,000.00 for payment to The Sharon School District for the second payment of school taxes. Sarah Pfeiffer seconded. Motion passed 2-0-0. Mary Gavin was not present.**

**Kevin Gish made a motion to approve AP Warrant 1281 for \$9,633.21 for payments to: ATG Westminster \$3076.7, Bethel Mills \$22.40, Cargill \$2490.30, Chase Site Services \$3505.00, Compucount \$201.31, Consolidated Communications \$242.97, DeLage Landen Financial \$94.53. Sarah Pfeiffer seconded. Motion passed 2-0-0. Mary Gavin was not present.**

**Sarah Pfeiffer made a motion to approve AP Warrant 1282 for \$4158.45 for payments to:** EC Fiber \$151.00, Evans Motor Fuels \$2681.02, Eyemed \$70.42, Fifield Electric \$325.00, Foley Services \$115.86, GMP \$815.15. **Kevin Gish seconded. Motion passed 2-0-0. Mary Gavin was not present.**

**Kevin Gish made a motion to approve AP Warrant 1283 for \$4486.40 for payments to:** Jack of All Blades \$2000 stinger bits for the grader, Jet Envelopes \$223.50 for election ballots, Key Communication \$467.08 phone install on first floor of garage (2<sup>nd</sup> floor office made calls difficult), Kimball Midwest \$163.17, Magee OP \$222.44, Nicola Shipman \$104.93 reimbursement for 1 of 2 annual zoom licenses, Overhead Door \$383.10, Sabil & Sons \$88.09, Suburban Propane \$834.09 for Town Office heat. **Sarah Pfeiffer seconded. Motion passed 2-0-0. Mary Gavin was not present.**

**Kevin Gish made a motion to approve AP Warrant 1284 for \$715.69 for payments to:** The Herald of Randolph \$107.88, United Ag & Turf, Valley News \$275.40. **Sarah Pfeiffer seconded. Motion passed. 2-0-0. Mary Gavin not present.**

**Sarah Pfeiffer made a motion to approve AP Warrant 1285 for \$125.00 for refund payments to the Recreation Department:** Christopher Brewer \$65, Chelsea Meagher \$30, Karilyn Fisk \$30. **Kevin Gish seconded. Motion passed. 2-0-0. Mary Gavin not present.**

5. **Appointees:**

Vince Gross has offered to continue to be the tree warden.

**Kevin Gish made a motion to appoint Vince Gross to the position of Tree Warden for a one-year term. Sarah Pfeiffer seconded. Motion passed 2-0-0. Mary Gavin not present.**

Damon Dyer has expressed interest in the Animal Control Officer position for the Town of Sharon. There was some discussion about what reimbursements would be available for an Animal Control Officer who may need to board an animal overnight. There has also been conversation with Emily Grube from Pomfret about trying to combine resources with neighboring towns. Sarah Pfeiffer will reach out to Damon to make sure he would like to be appointed. The Selectboard will revisit this appointment at the next meeting.

Treasurer appointment needs to occur within 45 days from election of the treasurer. Deb Jones suggested that the board consider appointing Margaret Raymond temporarily until her successor can be found. Kevin Gish asked Margaret if she would be willing to serve. Margaret said she would be willing to do so, but there was some discussion about the dual roles of the Town Treasurer serving as the School Treasurer.

This appointment will be tabled until the next regular selectboard meeting. The Treasurer needs to be appointed no later than April 15<sup>th</sup>, 2022.

**NEW BUSINESS: (Action Items)**

6. **Finance Manager Reports:** Deb Jones had nothing to report at this time.

7. **Highway Business/Road Foreman Reports:** Frank Rogers provided an update regarding a reclassification of a road but would like all three Selectboard members to be present and will bring it forward to discuss at the next meeting. Sharon is still borrowing South Royalton's 1-ton truck on loan. Also, there was some discussion surrounding the increasing fuel prices.

8. **Bruce McCoy - Request for Mailbox Replacement due to Damage:**

Bruce McCoy was not present. Frank Rogers reported that he called Mr. McCoy at least two times during the summer to talk about the mailbox placement. Frank saw the mailbox was moved without notification to the town. The mailbox had previously been on the tree on the other side of the road until this summer. There was no communication from Mr. McCoy to the Road Foreman about the placement of the mailbox. The mailbox would need to be relocated from where it had been as it is not in an ideal situation for grading or snow plowing, and it will continue to get damaged.

There was discussion that since no letter was sent to Mr. McCoy prior to the mailbox damage, and given the town's highway policy, there will be a consideration of Mr. McCoy's request but with stipulations.

Kevin Gish suggested that the town consider reimbursing Mr. McCoy contingent upon the relocation of the mailbox and so long as there is communication with and agreement from the Road Foreman, Frank Rogers, as to an appropriate location for the mailbox.

Deb Jones suggests that we send communication in writing to notify any property owners which mailboxes are located in the path of graders and/or snowplows and require them to relocate the mailboxes. Frank Rogers suggested there are really many issues in general, but there was agreement that this would be a useful strategy.

Nicola Shipman will draft a letter to Bruce McCoy on behalf of the Selectboard notifying him of the board's recommendation.

9. **The Sharon Academy Old School House Lease Renewal: timeline/process:**

There was a discussion of background regarding the Lease. The formula for rental increase is tied into the consumer price index, which is released in June, but the parties can agree on the formula for the rent increase. Mary Gavin negotiated the lease in 2017. The decision to appoint a member to negotiate has been tabled to the next meeting, 3/21/2022.

10. **Baxter Memorial Library: Renewal/Modifications to 2016 Letter of Agreement:**

Kevin Gish made a motion to sign the agreement as written with changes needed to the named members of both the Selectboard and the Board of Trustees. If there are variations in a more recent agreement than the 2016 Letter of Agreement (which is to be provided by the Board of Trustees), the motion will be rescinded, and the renewal will be discussed at the

next Selectboard meeting and the revised document will instead be presented for approval and signature. Sarah Pfeiffer seconded. Motion passed 2-0-0. Mary Gavin was not present.

**11. E911 Coordinator Addition of new private road due to Dion subdivision:**

Galen Mudgett, E911 coordinator explained that a new private road was created by the Dion subdivision. He recommended the new private road be named Treeline Drive, as suggested by the Dions. Frank Rogers will purchase the road signs, and Galen Mudgett will assign the E911 number.

**Kevin Gish made a motion that the private road that bisects the Dion property shall be named Treeline Drive. Sarah Pfeiffer seconded. Motion passes 2-0-0. Mary Gavin was not present.**

**12. Flood Hazard Violation and Documentation – Kendall Property:**

A Flood Hazard Violation dating from July 2012 was brought before the Board by Lister Galen Mudgett. Kevin Gish noted that is being raised as an issue by the listers because the listers cannot value this property due to the outstanding violation.

Ira Clark suggested that if there is evidence that building construction began prior to the implementation of the bylaw, there needs to be further investigation.

According to Galen Mudgett, the property record card says that as of 1<sup>st</sup> of April, 2010 there was a new building recorded as under construction, and the property was valued at \$34,400.00. The Flood Hazard Bylaw was passed on December 6<sup>th</sup>, 2010.

Agreement was that the Selectboard and the Planning Commission will approach the matter by reviewing the Flood Hazard Bylaw with Geo Honigford's input.

**13. Approval of Liquor Licenses: Sharon Trading Post**

All three members need to sign this license according to Town Clerk, Cathy Sartor. Since Mary Gavin is not present to approve and sign the license, this will need to be tabled until the next meeting on 3/21/2022. This will still allow for enough time to meet the state deadline.

**14. Ashley Community Forest Committee Volunteers:**

There are four people interested in the positions. Interlocal agreement with the town of Strafford requires each town appoint two members from each town. Those four members will select a fifth member. Specific Sharon candidates will be discussed during executive session and an appointment will be made.

**15. IT Discussions Email Protocol:**

**Kevin Gish made a motion that the Town purchase four licenses for Office 365; one each for the three selectboard members plus one license for the Planning Commission. Sarah Pfeiffer seconded. Motion passed 2-0-0. Mary Gavin was not present.**

UNFINISHED BUSINESS: Status Reports/Action as needed

**16. Selectboard Assistant Reports:** Nicola Shipman reported that the bids for Baxter Memorial Library Heat Pump are due tomorrow, March 8<sup>th</sup>, 2022 at noon. Deb Jones will be available to assist in the opening of those bids.

**17. Coronavirus planning/updates:** The Selectboard will continue to revisit the coronavirus in-person meeting question on 3/21/2022 and will continue with remote-only meetings at this time. The Selectboard will monitor the coronavirus conditions every two weeks and adjust accordingly.

**18. Harlow Road** – No updates at this time

**19. Executive session:**

**Kevin Gish made a motion to enter executive session to discuss candidates for the Ashley Community Forest Committee at 8:21PM. Sarah Pfeiffer seconded. Motion passed 2-0-0. Mary Gavin was not present.**

**Kevin Gish made a motion to exit executive session at 8:29PM. Sarah Pfeiffer seconded. Motion passed 2-0-0. Mary Gavin was not present.**

**20. Reconvene Open Meeting:**

**Kevin Gish made a motion to appoint Rob Stainton to a three-year term on the Ashley Community Forest Board and Erik Skarsten to a two-year term on the Ashley Community Forest Board. Sarah Pfeiffer seconded. Motion passed 2-0-0. Mary Gavin was not present.**

**21. Adjourn:**

**Kevin Gish made a motion to adjourn at 8:32PM. Sarah Pfeiffer seconded. Motion approved 2-0-0. Mary Gavin was not present.**

Submitted by Nicola Shipman