

**Sharon Selectboard
SPECIAL Meeting Minutes
August 15th, 2022 FINAL**

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

Participants attending via Zoom: Sarah Pfeiffer, Selectboard Clerk; Mary Gavin, Selectboard Vice Chair; Kevin Gish, Chair; Nicola Shipman, Selectboard Assistant; Lucy Miller, Finance Assistant; Deb Jones, Finance Manager; Ryan Haac, Energy Committee Chair

Participating by Phone: Frank Rogers, Road Foreman

Call to Order:

Kevin Gish called the meeting to order at 6:32PM.

1. **Review/Approve Agenda**

Mary Gavin made a motion to approve the agenda. Sarah Pfeiffer seconded. Motion approved unanimously.

2. **Public Comments**

No public comment.

3. **Minutes**

Mary Gavin made a motion to approve the August 1, 2022 minutes with corrections. Sarah Pfeiffer seconded. Motion approved unanimously.

4. **Selectboard Member Reports:**

Sarah Pfeiffer reported to the members that Town Lister Galen Mudgett emailed the ARPA work group to request that the Town consider using ARPA funds to update the Flood Hazard Mapping for the Town.

Nicola Shipman mentioned that she reached out to Two Rivers about the Flood maps, and there is a possibility the county is slated for revised Flood Hazard mapping in the next 2-4 years. Nicola Shipman will follow up with Two Rivers and look up an older Valley News article featuring FEMA and the Flood Hazard areas in Sharon.

Mary Gavin will be attending the GUVSWD meeting on Wednesday, August 17th 2022. Mary noted that a new price list Town of Hartford Transfer station has been released. Rates appear to have increased. Mary will check to see if those updated fees have been widely distributed.

Kevin Gish updated the members regarding the progress of the Ashley Community Forest Board and their development of a forest management plan. Nicola Shipman will invite the Sharon representatives of the ACF Board to present an update to the Selectboard with regards to the progress in a future meeting.

Kevin Gish shared an update regarding a Housing presentation both he and Ken Wright attended in Fairlee. Kevin noted that Fairlee has town water and minimal Zoning, unlike Sharon, but, like Sharon, Fairlee is also constrained by both a river and I-89. Kevin thought it was an interesting presentation.

5. **Finance Manager Reports: Deb Jones/Lucy Miller**

Deb Jones noted that the Town has started to receive tax payments for FY23.

Mary Gavin said that the Fund Balance is strong which gives the Town some flexibility.

Deb Jones mentioned she heard the Blue Cross Blue Shield was approved for an 11% increase, so that will affect the FY24 budget discussion.

There was some discussion as to the fund balance. Highway spending was lower than projected, therefore the Combined Fund Balance is higher than anticipated. This was not something that could have been predicted or anticipated during the budget process, but it is a sign that the Town has a stronger Fund Balance than anticipated going into FY23. The Members may take this into consideration when budgeting for FY24.

Nicola Shipman will add the Sharon Kiosk discussion to the agenda for Tuesday, September 6th so the Members can decide a location for the kiosk and discuss cost.

Deb Jones suggested that the Treasurer appointment ideally should be added to the September 6th agenda.

6. **Highway Business/Road Foreman Reports: Frank Rogers**

Frank Rogers said the FY22 Grants-in-Aid project starts Tuesday, August 16th on Krivak Road and then the work moves on to Fay Brook Road. The crew has been trucking twin pack out of Twin State to the Town.

Frank also said he is looking into getting a repeater system for the town trucks since the radio signals around the town are weak. Frank reached out to the volunteer fire department for information about how to pursue a similar system to the Fire Department.

Kevin Gish asked if the radio system would need to be budgeted for. Frank said it would need to be considered during budget discussions, and he is in the early stages of getting information and quotes.

Kevin Gish also thanked the Crew for putting up additional “Share the Road” signs.

7. Energy Committee Update

Ryan Haac joined the meeting at 7:14PM.

Ryan Haac shared that the eBike library continues to be well received and the Energy Committee will be hosting a Sharon Repair Fair. During this event, people will be able to bring items in need of fixing for repair and there will be experienced volunteers available to make repairs.

Ryan is looking for some direct input on the Selectboard on what results the Board is looking for the IREC position to consider it a success.

The Members agreed that Ryan asked an excellent question, but it would be hard to answer without giving some thought. Mary Gavin gave some initial feedback that while eMower event was a great idea, for example, it was limited to a small audience. Mary suggested that events should be made available to a broader audience.

Deb Jones asked if there could be some inter-committee collaboration. Deb thought there could be some interesting overlap between the Energy Committee goals and the Conservation Committee goals. She wondered if working in partnership could help to create solutions that would improve conservation, protect wildlife habitat, and implement green energy alternatives.

Ryan Haac said that all of this is good feedback.

Deb Jones noted that there is a possible building expenditure slated for FY23, and she asked if the Energy Committee would be able to weigh in on the capital improvement list from an Energy perspective. She also asked if it would be a good idea to invite Geoff Martin to participate in the budget process to assist with energy related questions?

The Selectboard Members wanted to speak more at their next meeting about Ryan’s question as to the goals for the IREC. They would like to follow up with Ryan and the Energy Committee.

Ryan Haac also provided an update on the Baxter Memorial Library Heat Pump system which should be completed this week. There will be an operator’s training for municipal staff, library staff, and Energy Committee members.

8. Selectboard Priorities

Kevin Gish asked the members if it would be worth taking some time to set Selectboard priorities. Mary Gavin thought this would be a valuable step forward. Kevin Gish suggested that each member might draw up a list of three priorities for the next six months. Once the members have each generated a priority list, the Board intends to hold a special meeting to discuss and set an overall list of priorities for the Board.

9. **Approve Warrants:**

Kevin Gish made a motion to approve AP Warrant 1354 in the amount of \$5,820.15 with payments to Aubuchon Hardware \$110.28, Blue Cross Blue Shield \$4,700.20, Kofile Preservation \$727.57, Compucount \$187.57, De Lage Landen Financial \$94.53. **Mary Gavin seconded. Motion approved unanimously.**

Sarah Pfeiffer made a motion to approve AP Warrant 1355 in the amount of \$5,205.90 with payments to EC Fiber \$151.00, Evans Motor Fuels \$853.25, Eyemed Vision \$70.42, Fastenal company \$735.22, Foley Services \$121.92, Fox Tree and Landscape Services \$2,750.00, Green Mountain Power \$20.76. **Mary Gavin seconded. Motion approved unanimously.**

Mary Gavin made a motion to approve AP Warrant 1356 in the amount of \$12,565.43 with payments to Greater Upper Valley Solid waste District \$1,734.00, Health Care and Rehabilitation Services \$100 (FY 23 Appropriation), Innovative Municipal Products \$4,756.70, Magee Office Products \$286.98, Sabil and Sons \$1,020.27, Valley News \$25.50 WB Mason \$1.98, Windsor County Sherriff's \$4,640. **Sarah Pfeiffer seconded. Motion approved unanimously.**

Mary Gavin made a motion to approve the Payroll Warrant for the period 7/31/2022 – 8/13/2022 with a cash draw of \$17,118.65. Sarah Pfeiffer seconded. Motion approved unanimously.

10. **Treasurer Appointment**

Sarah Pfeiffer made a motion to appoint Margaret Raymond as Treasurer with a term ending September 30, 2022. Mary Gavin seconded. Motion approved unanimously.

11. **FY23 Municipal Roads Grants-in-Aid Contract:**

Mary Gavin made a motion to authorize Kevin Gish to sign the FY 23 Grants-in-Aid Contract as issued by the State of Vermont. The award amount is \$31,000.00. The Town's expected match/in kind contribution is 20% or up to \$7,750. Sarah Pfeiffer seconded. Motion approved unanimously.

12. **Draft Memorandum of Understanding for Drainage Project**

Kevin Gish provided background concerning the Baxter Memorial Library drainage issues. There is an engineering proposal in the amount of \$11,210.00 and it sounds as though Seven Stars is also interested in participating with this project as a joint venture between the Town, the School District and Seven Stars.

13. ARPA/SLRF

Deb Jones reported that another quarter of the ARPA funds should be arriving within the next week and the county portion will likely arrive by October of 2022.

14. Executive Session:

Kevin Gish made a motion to enter executive session at 7:45PM to at the request of a Town Employee for an HR matter. Sarah Pfeiffer seconded. Motion approved unanimously.

Mary Gavin Made a motion to exit executive session at 8:06PM. Sarah Pfeiffer seconded. Motion approved unanimously.

No action was taken.

15. Adjourn

Kevin Gish made a motion to adjourn at 8:07PM. Mary Gavin seconded. Motion approved unanimously.

Submitted by Nicola Shipman