

**Sharon Selectboard
Regular Meeting Minutes
October 3rd, 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: Nicola Shipman, Selectboard Assistant; Sarah Pfeiffer, Clerk; Kevin Gish, Chair; Deb Jones, Resident; Mary Gavin, Vice Chair; Lucy Pierpont, Finance Manager; Sue Sellev, Historical Society representative; Dave Phillips, Historical Society representative

Participating by Phone: Frank Rogers, Road Foreman

1. **Call to Order:**

Kevin Gish called the meeting to order at 6:33PM.

2. **Review/Approve Agenda**

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

3. **Public Comments**

No public comments.

4. **Minutes**

Sarah Pfeiffer made a motion to approve the September 19th Special Meeting minutes as presented. Kevin Gish seconded. Motion approved 2-0-1. Mary Gavin abstained.

Kevin Gish made a motion to approve the September 19th TH-22 Public Hearing minutes with one correction. Sarah Pfeiffer seconded. Motion approved 2-0-1. Mary Gavin abstained.

Kevin Gish made a motion to approve the September 19th Regular Meeting minutes with changes. Sarah Pfeiffer seconded. Motion approved 2-0-1. Mary Gavin abstained.

5. **Selectboard Member Reports:**

Kevin Gish said he attended the Historical Society presentation led by a representative of the Preservation Trust of Vermont. During that time, Kevin learned there could be a possibility of working with the Preservation Trust of Vermont to fund an investigation of the problems with the flooring and to provide professional guidance as to the problem and the solution.

Kevin said he would like to wait to pursue the idea from the Preservation Trust of Vermont until October 12th, since there is an RFP out for a Building Manager.

Kevin Gish also said he attended a Royalton Futures (master planning) meeting which was focused on land use, infrastructure and big picture planning. He thought it was an interesting and useful approach.

Kevin also shared that the Ashley Forest stewardship plan is coming together, and the ACF Board is still planning to have their hearing on October 27th.

6. Conservation Commission Reports: Mike Zwikelmaier

Tabled as Mike Zwikelmaier was not present.

7. Finance Manager Reports: Lucy Pierpont

In reference to the BCBS Health Insurance Plans presented to the Town via the Finance Department, Kevin Gish asked how the HRA works for the Town, and how it can help employees with their medical costs.

Deb Jones, who has since transitioned out of the role as Finance Manager but who drafted the document prior to her retirement, helped to explain that an HRA (Health Reimbursement Arrangement) differs from an HSA because the Selectboard can decide on a cap for the HRA and the unused portion of the HRA does not roll over for an employee at the end of the year, but rather reverts back to the Town. An HRA is beneficial to an employee because copays, deductibles, some over-the-counter expenses, and other qualified medical expenses can be funded using the HRA.

Mary Gavin asked about the tax implications, and Deb explained the differences between an HRA and HSA as far as how it would affect the Town and enrolled employees.

Kevin Gish asked if each employee would have a set amount of money in the HRA.

Deb confirmed yes, but the Board needs to decide the HRA cap for each of the four levels (single/couple/parent-child/family) and a monthly premium cap for each of the four levels.

Mary Gavin asked when the Board needs to decide. Deb confirmed that the Board needs to decide the plans and caps by the end of October, so that employees can review plans in November in advance of open enrollment.

The Members will review the Plan outlines over the next two weeks. They will be in touch with Lucy if they need additional information or if they need information presented in a different way so they can understand the variations in the plans and the costs to the employees and to the Town.

Nicola Shipman will add this to the agenda for the October 17th meeting.

Lucy Pierpont also shared that the Baxter Memorial Library Everything Apple Fundraiser raised just over \$1,000.

Lucy also informed the board that at this time there is \$45,000 worth of outstanding taxes owed to the Town.

8. Highway Business/Road Foreman Reports: Frank Rogers

Frank Rogers noted that most of the hardpack is hauled and the grader is up and running.

Supergrit hauling will be finished soon.

The road crew is still making progress with ditching and culverts.

Traditionally the Highway Department prefers to work on the holiday now known as Indigenous People's Day. Frank asked that the Selectboard substitute the day after Thanksgiving as an official holiday for the Road Crew in exchange for working on Indigenous People's Day.

Mary Gavin made a motion to approve the substitution of the Friday after Thanksgiving as a replacement holiday for Indigenous People's Day for the Highway Department. Kevin Gish seconded. Motion approved unanimously.

Frank also said that the Quimby Mountain Road replacement Wing Wall concrete was poured today, October 3rd. It will take about seven days to cure and then Lewco will finish up backfilling and cleaning up the site.

Frank also mentioned that he and Nicola Shipman will be putting out the RFP for the Structures Project on Downer Road, as well as working on grant applications for Paving and projects that have been identified as candidates for the Better Back Roads Grant.

9. Selectboard Assistant Reports: Nicola Shipman

Nicola Shipman provided an update to the Board about the following:

New ADA Ramp for the Old Town Hall Building: The Vermont Arts Council (VAC) grant was awarded to the Town thanks to the efforts of Sue Sellew and the Historical Society. As part of the contract agreement, the VAC stipulated that the new ADA ramp design would need to be reviewed by Caitlin Corkins. This review phase is now complete, and Nicola will pass along the feedback from Caitlin to Studio Nexus to ask them to revise the design based on Caitlin's recommendations. Nicola will next work with the Historical Society to put out an RFP for the construction of the new ramp.

Subdivision Notice: The Town received notice of a Subdivision Hearing as the Town owns property that abuts parcel N14255.R3 located at 86 Route 14. Kevin Gish will attend the site visit and the Hearing on behalf of the Selectboard.

Temporary Sign Policy: Nicola has submitted drafts of the Temporary Sign Policy to the Town's attorney for review. She will then bring them before the Board for review and to consider adding as a new town policy.

White River Clean Up: Michael Daigle had expressed concern over the amount of trash accumulating on the riverbank along the White River in Sharon. As a volunteer with the Connecticut River Conservancy, he was able to organize a river clean up in Sharon. Together the volunteers were able to gather up three pick up truck's work of garbage and debris that had been accumulating along the riverbanks. The Selectboard extends a huge thank you on behalf of the Town of Sharon to the Connecticut River Conservancy volunteers, Hypertherm and especially Michael for this tremendous effort.

Old School House: There is a cracked windowpane in one of the classrooms in the TSA building. On the recommendation from Jack Jones, Nicola submitted a warranty claim with Harvey Windows, and that window is on order and should arrive within the next month or so.

10. Approve Warrants: Selectboard

Mary Gavin made a motion to approve AP Warrant 1374 in the amount of \$4,171.37 with payments to Casella Waste \$84.33, Consolidated Communications \$124.60, Cott Systems \$170.00, Dave Phillips \$75.00, Northeast Delta Dental \$588.08, Evans Fuel \$3,007.08, Foley Services \$122.28. **Sarah Pfeiffer seconded. Motion approved unanimously.**

Sarah Pfeiffer made a motion to approve AP Warrant 1375 in the amount of \$121,905.04 with payments to US Bank \$116,591.20 , Green Mountain Power \$619.88, Haun Welding \$122.46, Innovative Municipal Products \$4,571.50. **Kevin Gish seconded. Motion approved unanimously.**

Mary Gavin made a motion to approve AP Warrant 1376 in the amount of \$5,054.93 with payments to Madison National Life \$250.49, Magee Office Products \$245.80, New England Truck Tire \$3,310.51, ATG Westminster \$325.63, Petes Tire Barn \$880.00, Catherine Sartor \$42.50. **Sarah Pfeiffer seconded. Motion approved unanimously.**

Kevin Gish made a motion to approve AP Warrant 1377 in the amount of \$1,114,502.49 with payment to Sharon School District \$1,114,502.49. **Mary Gavin seconded. Motion approved unanimously.**

Sarah Pfeiffer made a motion to approve AP Warrant 1378 in the amount of \$12,369.27 with payments to Ted Green Ford \$672.45, Twin State Sand and Gravel \$11,163.72, United States Postal Service \$120.00, Valley News \$413.10. **Mary Gavin seconded. Motion approved unanimously.**

Sarah Pfeiffer made a motion to approve AP Warrant 1379 in the amount of \$17,941.73 with payments to Fast Track sign \$241.50, VMERS \$5,685.47, W.B. Mason \$0.99, Windsor County Treasurer \$ 5,863.77, Windsor County Sheriffs \$6,150.00. **Mary Gavin seconded. Motion approved unanimously.**

Mary Gavin made a motion to approve AP Warrant 1380 REC in the amount of \$577.50 with payment to Big Green T's \$577.50. Sarah Pfeiffer seconded. Motion approved unanimously.

Sarah Pfeiffer made a motion to ratify payroll for the period end 9/24/22 with a cash draw of \$22,105.71. Mary Gavin seconded. Motion approved unanimously.

At this time, Sarah Pfeiffer noted that Sue Sellew and Dave Phillips had joined the meeting. As the meeting was moving quickly, Kevin Gish provided a brief recap of the information regarding the Historical Society for Sue and Dave as they had not been present during the update earlier.

Sue Sellew expressed that she is concerned about the amount of work that still needs to be done, including the removal of the old ramp, and she is aware of the deadline in the grant contract. Nicola will reach out to Vermont Arts Council to ask them if there is any flexibility on timeline given the challenges of finding qualified builders who are also not currently booked up with other work.

11. Letter of Support for Federal Highways and Bank Stabilization Grant

Mary Gavin made a motion to authorize the Selectboard Members to sign the required Letter of Support for the FY23 Federal Highways and Bank Stabilization Grant application for the Project on Route 132. Sarah Pfeiffer seconded. Motion approved unanimously.

12. FY22 Grants-in-Aid Invoice

Sarah Pfeiffer made a motion to authorize Chair Kevin Gish to sign the FY22 Grants in Aid Municipal Invoicing Spreadsheet. Mary Gavin seconded. Motion approved unanimously.

13. Continued Goals Discussion: Selectboard

Kevin Gish presented the list of previously submitted Selectboard Goals. Mary Gavin would like some additional time to consider these goals as presented.

Kevin Gish suggests that the IREC Goals could be those suggested by Ryan Haac or could be guided by the article that was passed at Town Meeting in 2022.

Nicola Shipman will add both of these items to the Agenda to the next meeting agenda. Kevin Gish suggested that it would be important for the Board to decide goals at the next meeting since the goals will only guide the board through March 2023.

14. ARPA/SLRF Work Group Update: Sarah Pfeiffer

Sarah Pfeiffer reported that she spoke with a customer service rep from Zoll. They directed her to contact a local rep, Gene Mcauliffe who recommended using the AED+ Automatic model. His reasoning for this model is because it's the most cost effective, is designed for use by the average person, the data can be downloaded from the device to EMT's, and the automatic version is the same price as the semi- automatic but gives instructions and administers the shock automatically. Gene directed Sarah to the local distributor, Reynolds and Son. Sarah spoke with the VP of sales, Allen Begnoche. Allen agreed with the model choice and will send the Town a quote. Allen warned that the lead time is 6-8 months to receive a unit. The Town should have a quote in a few days. Sarah also sent an email to Maplefields to see if they are interested in having an AED installed at their location in Sharon.

15. Kiosk for Town: Update

Kevin Gish said the project is moving along. Mary Gavin asked how much money the Town might be committing. Kevin Gish said there is likely not much more than \$1,000. Kevin Gish will reach out to local roofing companies to see if there is any possibility of donation of roofing material for the Kiosk.

16. Adjourn

Mary Gavin made a motion to adjourn at 7:49pm. Sarah Pfeiffer seconded. Motion approved unanimously.

Submitted by Nicola Shipman