

**Sharon Selectboard
Regular Meeting Minutes
December 12th, 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: Mary Gavin, Selectboard Vice Chair; Sarah Pfeiffer, Selectboard Clerk; Nicola Shipman, Selectboard Assistant; Lucy Pierpont, Finance Manager; Kit Hood, Baxter Memorial Library Trustee; Kevin Gish, Selectboard Chair; Catherine Sartor, Town Clerk; Emma Basham, Baxter Memorial Library Trustee; Deb Jones, Treasurer

Participants attending via Phone: Frank Rogers, Road Foreman

Call to Order:

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

1. Review/Approve Agenda

Mary Gavin requested the addition of an executive session to discuss personnel issues under “Other Business”.

Mary Gavin made a motion to approve the agenda with the addition of an executive session. Sarah Pfeiffer seconded the motion. The motion passed unanimously.

2. Public Comments:

No public comment

3. FY24 Budget Preparation

Kevin Gish asked Finance Manager Lucy Pierpont for some clarification on the changes between the first and second drafts of the budget. Lucy reviewed some of the changes that were made including reducing some expenses and the substitution of Wage Proposal 6 in the second draft of the budget.

Baxter Memorial Library Budget: Library Trustees Kit Hood and Emma Basham were available to answer the Board’s questions regarding the FY24 Proposed Library Budget. Emma Basham noted that despite a 7% increase to the FY24 Proposed Budget, this increase represents a smaller increase than years past.

Continued Budget Discussions

The Board reviewed the proposed FY24 Highway Budget for the first time. Mary Gavin noted that a significant portion of the increase in the Town Highway expenses was directly related to the increase in projected diesel costs.

Frank Rogers expressed he is concerned that if several of the Highway budget line items are cut too much, it could mean he ends up showing as overbudget in those lines in FY24 and doesn't have the funds he needs to fulfill his duties.

Mary Gavin and Kevin Gish each reiterated that even if a line item in the proposed Highway budget is reduced that doesn't mean that the funding wouldn't be available to the Highway Department. The Members agreed that the Town and the Selectboard understand that those funds need to be made available for the Department's operational needs even if it means some line items are over budget.

Deb Jones identified some nuances of the Highway budget as far as tracking grant expenses. Specifically, Deb noted that how grant expenses are reported in the budget often depends on how the Town's matching contribution is achieved (i.e., in-kind contribution/force labor versus contract labor costs).

The Board tabled the discussion of the draft FY24 Highway Infrastructure Budget until the December 19th meeting.

4. **Executive Session:**

Mary Gavin made a motion to enter executive session at 8:01PM for “the appointment or employment or evaluation of a public officer or employee” as per 1 V.S.A. § 313(3) with attendees to include Mary Gavin, Kevin Gish and Sarah Pfeiffer. Sarah Pfeiffer seconded. Motion approved unanimously.

Mary Gavin made a motion to exit executive session at 8:26PM. Sarah Pfeiffer seconded. Motion approved unanimously.

No action was taken.

5. **Adjourn**

Kevin Gish made a motion to adjourn the meeting at 8:27PM. Sarah Pfeiffer seconded. The motion passed unanimously.

Submitted by Nicola Shipman