

**Sharon Selectboard  
Regular Meeting Minutes  
December 19th, 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: Kevin Gish, Selectboard Chair; Sarah Pfeiffer, Selectboard Clerk; Nicola Shipman, Selectboard Assistant; Mary Gavin, Selectboard Vice Chair; Deb Jones, Treasurer; Lucy Pierpont, Finance Manager; Ryan Palmer, Windsor County Sheriff-Elect; Kit Hood, Resident

Participants attending via Phone: Frank Rogers, Road Foreman

**Call to Order:**

Kevin Gish called the meeting to order at 6:31PM.

**1. Review/Approve Agenda**

**Kevin Gish made a motion to approve the agenda as presented. Sarah Pfeiffer seconded the motion. Motion approved unanimously.**

**2. Public Comments**

No members of the public.

**3. Review/Approve Minutes**

**Kevin Gish made a motion to approve the December 5<sup>th</sup>, 2022 minutes with minor changes. Sarah Pfeiffer seconded. Motion approved 2-0-1 with Mary Gavin abstaining.**

**Sarah Pfeiffer made a motion to approve the December 12<sup>th</sup>, 2022 minutes as presented. Kevin Gish seconded. Motion approved 2-0-1 with Mary Gavin abstaining.**

**4. Selectboard Member Reports: Members**

Sarah Pfeiffer reported that she has been in contact with Maplefields, and she is coordinating a meeting with representatives from the Town and Maplefields to assess the possibility of installing an AED at that location.

**5. Finance Manager Reports: Lucy Pierpont**

Lucy Pierpont presented the YTD actuals. Lucy noted the changes in the Planning Commission's legal expenses and wages. The total revenue for November increased mainly

due to the State Pilot Land Tax Payment and the Current Use payment. The only thing that stood out to Lucy with regards to the Highway Budget was that fuel costs had increased 15% since October.

Frank Rogers added that the increase in “16 negative” fuel is tied to an increase in kerosene pricing.

Lucy Pierpont also made a note that the Baxter Memorial Library cookie walk raised \$800.

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

The Selectboard members noticed positive reports on the road conditions on social media and the town listserv. The Board thanked the Road Crew for their outstanding efforts in opening roads in spite of heavy snow and a significant number of downed trees and power lines.

Frank Rogers said that Moore Road has now been cleared for travel for all residences, but there are low hanging wires at the very end of the road, so it is still unsafe for the Road Crew to clear the remaining section.

The Road Crew completed significant tree removal and plowing in coordination with the Green Mountain Power team to ensure GMP could make progress with their work. The Road Crew will continue to work on cleaning up the downed trees, particularly along the roadsides, to ensure safe passage.

#### **7. Selectboard Assistant Reports: Nicola Shipman**

Nicola Shipman will update the meeting schedule as the 2/20/23 meeting is President’s Day. The meeting has been rescheduled to 2/27/2023.

#### **8. Approve Warrants: Selectboard**

**Mary Gavin made a motion to approve AP Warrant 1410 in the amount of \$6,801.72 with payments to** Aubuchon Hardware \$165.38, Bethel Mills \$1,381.26, Blue Cross Blue Shield \$4,783.29, Casella \$85.26, De Lage Landen Financials \$94.53, Department of Public Safety \$292. **Sarah Pfeiffer seconded. Motion approved unanimously.**

**Sarah Pfeiffer made a motion to approve AP Warrant 1411 in the amount \$3,860.91 with payments to** Evans Motor Fuels \$1,551.82, Eyemed Vision Care \$70.42, Fifield Electric Fire Systems \$490, Foley Services \$122.28, Lebanon Ford \$142.40, NEMRC \$845.20, Sanel Auto Parts \$21.69, Tarrant, Gillies, and Shems \$162.00, Texas Refinery Corp. \$455.10. **Mary Gavin seconded. Motion approved unanimously.**

**Sarah Pfeiffer made a motion to approve AP Warrant 1412 in the amount of \$5,101.40 with payments to** United States Postal Service \$240, Valley News \$241.40, Windsor County Sheriffs \$4,620. **Mary Gavin seconded. Motion approved unanimously.**

**Mary Gavin made a motion to approve AP Warrant 1413 from the Recreation Fund in the amount of \$175.56 with payment to Samantha Potter \$175.56. Sarah Pfeiffer seconded. Motion approved unanimously.**

**Mary Gavin made a motion to ratify the warrant from the Ashley Community Forest Fund in payments in the amount of \$130.12 to Michael Sacca and \$190.00 to F and F Millworks. Sarah Pfeiffer seconded. Motion approved unanimously.**

**Sarah Pfeiffer made a motion to ratify the HRA Reimbursement Warrant for November in the amount \$703.11. Mary Gavin seconded. Motion approved unanimously.**

**Sarah Pfeiffer made a motion to approve the Payroll Warrant for the pay period 12/4/2022 through 12/17/2022 with a cash draw of \$19,400.24. Mary Gavin seconded. Motion approved unanimously.**

## **9. FY24 Budget Discussions and Action as Needed**

Ryan Palmer, Windsor County Sheriff Elect set to take office on February 1<sup>st</sup>, 2023, introduced himself to the Town of Sharon Selectboard. Ryan suggested that the goal he holds for the Windsor County Sheriff's Department is to create a regional police force which will have a night shift and a day shift. The vision is a different model with an added level of community policing. Ideally, Ryan said, all Windsor County towns without a town-based police force would all be interested in contracting.

Mary Gavin asked if perhaps the Windsor County Sheriff's Department would be available to assist with Animal Control. Ryan Palmer responded that this could be one of the services provided. The costs of providing a more comprehensive service would likely be more than the current contracted amount paid by the Town of Sharon (\$62,400); Ryan Palmer estimates eventually costs would be closer to \$75,000/\$80,000 for that level of service. The model envisioned requires shifting from outputs to outcomes and a small-town police service that responds to community needs.

Kevin Gish asked how the various amounts paid by different Towns could affect service. Ryan suggested that the fee structure would likely be based the number of calls for service come from the Town.

Mary Gavin asked if there would be any data available regarding the number of calls. Ryan Palmer said it would be possible to send the data to the Town of Sharon.

Ryan reiterated that he envisions a movement away from hourly service and that he sees a way for the Windsor County Sheriff's Department to be a community problem solver.

Ryan asked what the Town might expect from the Windsor County Sheriff's Department in the future.

Kevin Gish responded that the idea of regional coverage with a minimum level of committed service sounds interesting, but he also wondered how that could be distributed appropriately among towns if each town would be paying a different contracted rate. Ryan said the department would provide weekly metrics as an evaluation tool for service to the Town.

### **FY24 Budget**

Lucy Pierpont identified areas where changes had been made to the proposed FY24 budget.

There was significant discussion and consideration of the new draft budget.

Deb Jones asked what a good target might be.

Mary Gavin suggested that she would not wish to see more than \$100,000 spent from the fund balance and not more than 3-4 cent increase in tax rate.

Deb Jones suggested that the 3-4 cent range is unlikely to be realistic, but that the Finance Department could review the budget to see if it would be possible to get the tax rate increase in the range of 4.5 – 5 cents

## **10. Financial Statements and Reports**

**Sarah Pfeiffer made a motion to accept the FY22 Financial Statements and Independent Audit Reports as submitted by Mudgett, Jennett & Krogh-Wisner, P.C. Kevin Gish seconded. Motion approved unanimously.**

## **11. Culvert #41 on Downer Road**

**Mary Gavin made a motion to accept the bid for Culvert #41 on Downer Road submitted by Avery Excavation with a bid total not to exceed \$147,250.00. Sarah Pfeiffer seconded. Motion approved unanimously.**

## **12. Notice of Intent MRGP**

**Sarah Pfeiffer made a motion to authorize Chair Kevin Gish to sign the Notice of Intent indicating the Town of Sharon intends to participate in the Municipal Roads General Permit (MRGP). Mary Gavin seconded. Motion approved unanimously.**

## **13. South Royalton Rescue Squad Contract for Services**

**Mary Gavin made motion to authorize Chair Kevin Gish to sign the contract for services with South Royalton Rescue Squad for the period of July 1, 2022 – June 30, 2025. Kevin Gish seconded. Motion approved unanimously.**

**14. Declaration of Inclusion**

**Sarah Pfeiffer made a motion to adopt the Declaration of Inclusion as presented to the Selectboard. Mary Gavin seconded. Motion approved unanimously.**

**15. Other business:**

Nicola Shipman will contact Becky Owens regarding the warming station at the Fire Department on Tuesday, December 20<sup>th</sup>.

**16. Adjourn**

**Sarah Pfeiffer made a motion to adjourn the meeting at 9:03PM. Mary Gavin seconded. Motion approved unanimously.**

Submitted by Nicola Shipman