

**Sharon Selectboard
Special Meeting Minutes
September 6th, 2023 FINAL**

Participants attending In Person: Jacob Sotak, Resident; Reuben Sotak, Resident; Nicola Shipman, Selectboard Assistant; Kevin Gish, Selectboard Chair; Ryan Haac, Energy Committee Chair

Participants attending via Zoom: Mary Gavin, Selectboard Vice Chair; Sarah Pfeiffer, Selectboard Clerk; Lucy Pierpont, Finance Manager; Jamie Kinnarney, WRVSU Superintendent; Deb Jones, Treasurer

Participating via Phone: Frank Rogers, Road Foreman

Call to Order:

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

1. Review/Approve Agenda:

Mary Gavin made a motion to accept the agenda with Item #10 tabled to a future meeting. Sarah Pfeiffer seconded. Motion approved unanimously.

2. Public Comments:

Chair Kevin Gish recognized Reuben Sotak and Jacob Sotak. Reuben Sotak noted State maps showing Honey Brook Road appear to show the river and road incorrectly.

Jacob Sotak said the location of the proposed bridge improvements suggested by the State quite possibly would be on private property.

Reuben Sotak noted that the area is very muddy and marshy, there is no clear parking provided for the WMA access, and there has been damage from logging activity. Reuben said often he finds that people have parked on his property to access the wilderness area.

Jacob Sotak noted there is a State sign posted to show that the current bridge is closed.

There was further discussion about logging rights and mineral rights that were retained by the previous landowners when they sold the parcels to the State for the establishment of the Wildlife Management Area (WMA).

Jacob Sotak has heard anecdotally that people are accessing the WMA from alternate routes, including from the river, and using the railroad illegally

Mary Gavin noted that it is not incumbent on the Town to control all access points, but a plan could be an important step forward for how to improve the access without creating many of the issues the Sotak's are noticing.

3. Selectboard Member Reports

No reports currently.

4. Finance Manager Reports

Lucy Pierpont reported that tax receipts have reached \$1.3 million with roughly \$941,000 of that as first payments. The total to be raised by the Town for FY23 is \$2.1 million. First installments are due Wednesday, September 13th, 2023 by 6:00PM.

Mary Gavin asked about the executive session for employment of Town Highway Road Crew. The members noted their agenda was an older version and not the version that had been warned.

Sarah Pfeiffer made a motion to accept the revised agenda that was warned minus Item 10 but with the Executive Session included. Mary Gavin seconded. Motion approved unanimously.

5. Road Foreman Reports

Frank Rogers said the crew was working on White Brook Road ditching yesterday, and they were on Fay Brook Road for ditching and culvert replacements today.

Frank also noted that the Route 132 Bank Stabilization work is predominantly complete.

Frank said the crew is scheduled to perform some ditching work on Route 132, but since there has been a resignation of a crew member this summer, he needs to seek quotes for flagging to ensure there is traffic control in place.

Mary Gavin asked if there was flagging included in the budget. Frank Rogers said typically this is not something budgeted as it so rarely is contracted out. Typically, highway crew members are trained and certified in flagging, but now the crew is down to three members it inhibits traffic control capacity.

Mary and Frank agreed the cost of flaggers would be roughly \$5000.

Mary Gavin made a motion to authorize the Road Foreman to hire a flagging company to provide services for the ditching project on Route 132 with the amount not to exceed \$5000. If the costs exceed \$5000, the Foreman bring this to the attention of the Board via a special meeting of the Selectboard. Sarah Pfeiffer seconded. Motion approved unanimously.

6. Selectboard Assistant Reports

Ryan Haac arrived at 7:00PM

Nicola Shipman reported that the MERP Level 2 Building Assessment Grant Application complete with support documents uploaded thanks to help from the Regional Energy Coordinator, Jeff Grout. Nicola shared it could be a couple of months before that is scheduled with the State.

The painting contractor has wrapped up the bulk of the Old School House project. They will start the Town Offices next week.

Nicola noted that several Town Office basement windows need replacement. At least two are in desperate need of replacement but ultimately, they will all need to be replaced.

Nicola shared that a two-year Plowing/Sanding Contract was released with a due date of October 5th.

Nicola is still waiting for a firm start date for the ADA accessible ramp for the Old Town Hall building.

Nicola said she, Lucy and Frank met with FEMA representatives for the Recovery Scoping Meeting. FEMA did point out that \$3800 is the minimum threshold for repairs, and there may be some projects that do not meet that threshold and would not be reimbursable and therefore will come out of our municipal budget.

Culvert #41 project is slated to begin in the next week or so. Nicola also noted that there are a few RFPs out right now for highway repairs.

Mary Gavin asked if the Town intended to bid out some hauling of hard pack. Frank Rogers said he and Brad were able to do some hauling during the last week or so, and he will get back to the Board as to whether he will need to get additional support with hauling.

7. Minutes

Mary Gavin made a motion to approve the August 21st Minutes as presented. Kevin Gish seconded. Motion approved 2-0-1 with Sarah Pfeiffer abstaining.

8. Approve Warrants

Mary Gavin made a motion to approve AP Warrant 1522 in the amount of \$2,741 with payments to ATG Westminster \$705.89, Benson Earthworks \$780.00, Brocklebank Craft Plumbing \$127.50, CED Twin State Electric \$703.49, CVC Paging \$120.84, Consolidated Communications \$133.28, Cott Systems \$170.00. Sarah Pfeiffer seconded. Motion approved unanimously.

Sarah Pfeiffer made a motion to approve AP Warrant 1523 in the amount of \$19,508.23 with payments to Eastern Sales \$476, Evans Motor Fuels \$4,168.58, Foley Services \$110.88, Frank Rogers \$87.50, Greater Upper Valley Solid Waste \$14,040.00, Green Mountain Power \$625.27. Mary Gavin seconded. Motion approved unanimously.

Mary Gavin made a motion to approve AP Warrant 1524 in the amount of \$6,961.92 with payments to Northeast Delta Dental \$467.64, Innovative Municipal Products \$5,454.36, Key Communications \$137.58, Lebanon Ford \$240.12, Madison National Life \$269.58, Magee Office Products \$243.64, Nicola Shipman \$149. Sarah Pfeiffer seconded. Motion approved unanimously.

Sarah Pfeiffer made a motion to approve AP Warrant 1525 in the amount of \$14,358.50 with payments to Pete's Tire Barn \$883.80, Pike Industries \$2,198.67, Power Wash Sales \$186.44, Sabil and Sons \$2,469.62, Southworth Milton \$1,827.85, Twin State Sand and Gravel \$6,675.72, U.S.P.S \$66.00, Valley News \$50.40. Mary Gavin seconded. Motion approved unanimously.

Mary Gavin made a motion to approve AP Warrant 1526 in the amount of \$6,097.03 with payments to VT Assessors and Listers \$50.00, Viking Cives \$125.92, VMCTA \$175.00, VMERS \$5,670.11, VLCT \$76.00. Sarah Pfeiffer seconded. Motion approved unanimously.

Sarah Pfeiffer made a motion to approve AP Warrant 1527 from the Recreation Fund in the amount of \$700 with payment to Sprouty \$700. Mary Gavin seconded. Motion approved unanimously.

9. Electronic Charging Station/MOU Request: Ryan Haac/Jaime Kinnarney [15]

The chair recognized Jamie Kinnarney, WRVSU Superintendent.

Jaime attended the meeting as a representative of the Sharon School District board. He noted that the Sharon Energy Committee worked in conjunction with the Town of Strafford to secure \$1.6 million grant funding which would be used to purchase three electric buses for the district and to install relevant infrastructure. The district looked for locations, and decided that Stockbridge, Strafford, and Sharon were ideal based on routes.

Jaime said the SES District met with GMP but the quote to allow for installation closer to the SES building exceeded the grant fund amounts.

There was some discussion as to the alternative solutions for where best to install infrastructure but the recommendation by the Selectboard was to look at ways to ensure the infrastructure for a Level 2 charger would be placed at a location on the SES grounds rather than on municipal property.

Kevin Gish stated that he is in support of the endeavor, but the Old School House is municipal property and is leased to the Sharon Academy. Kevin stated he had concerns about liability for all parties as well as concerns as to the long-term viability of leaving a school bus on municipal property.

The Selectboard is recommending that the SES Board continue to seek alternative infrastructure solutions to ensure there can be a charging station for any proposed EV bus on the Sharon Elementary School grounds.

10. Sharon-4720DR-01 FEMA Bank Stabilizations Contract Award: Nicola Shipman [10]

Mary Gavin made a motion to approve Northwoods for the Site 1 Bank Stabilization not to exceed \$14,100 and give the Road Foreman authorization as need to accept the Bid Alternative for the Culvert Replacement with labor material and equipment not to exceed \$3510.00. Sarah Pfeiffer seconded. Motion approved unanimously.

Sarah Pfeiffer made a motion to approve Northwoods for Broad Brook Site 2 Bank Stabilization with labor equip and materials not to exceed 23,360.00. Mary Gavin seconded. Motion approved unanimously.

Kevin Gish made a motion to award the bid to Northwoods for the Quimby Mountain Road Site 3 with labor, equipment, and materials not to exceed \$16,100.00. Mary Gavin seconded. Motion approved unanimously.

11. Town Health Officer Employment Offer: Lucy Pierpont [5]

Kevin Gish made a motion to set the rate of pay to the Town Health Officer at \$30/hour. Sarah Pfeiffer seconded. Motion passed 2-1-0 with Kevin Gish and Sarah Pfeiffer in favor, Mary Gavin opposed and no abstentions.

12. Grants-in-Aid FY23 Reporting Form for Reimbursement [5]

Mary Gavin made a motion to authorize Selectboard Chair Kevin Gish to sign the VTrans Grants in Aid Municipal Invoicing Spreadsheet for FY23 Grant Agreement. Sarah Pfeiffer seconded. Motion approved unanimously.

13. Executive Session

Kevin Gish made a motion to enter executive session at 7:54PM for the purposes discussing candidates for the Road Crew open position per 1 V.S.A. § 313(a)(3) with attendees to include Lucy Pierpont, Human Resources and Frank Rogers, Road Foreman. Sarah Pfeiffer seconded. Motion approved unanimously.

Mary Gavin made a motion to exit executive session at 8:28PM. Sarah Pfeiffer seconded. Motion passed unanimously.

The Selectboard asked that Lucy Pierpont contact Road Crew applicants to schedule interviews and to request those who applied via Indeed to submit official Town of Sharon Application Forms.

14. ARPA Funding

No business.

15. Other business

Kevin Gish raised with the Board a communication received from SunGen to the Town regarding the solar field which is currently seeking buyers.

16. Adjourn

Sarah Pfeiffer made a motion to adjourn at 8:32PM. Mary Gavin seconded. Motion approved unanimously.

Respectfully submitted by: Nicola Shipman