

**Sharon Selectboard
Special Meeting Minutes
October 9th, 2023 FINAL**

Participants participating via Zoom: Kevin Gish, Selectboard Chair; Sarah Pfeiffer, Selectboard Clerk; Scott Henkels, Selectboard Vice Chair; Nicola Shipman, Selectboard Assistant

1. Call to Order:

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

2. Agenda

Sarah Pfeiffer made a motion to approve the agenda with the addition of Selectboard Member Reports. Scott Henkels seconded. Motion approved unanimously.

3. FHWA ER-Funded Repairs for July 10th Damages to Route 132 in Sharon

Sarah Pfeiffer made a motion to award a Sole Source contract, as authorized by VTrans District 4, to Avery Excavation, Inc. for the ER E23-1(454) Paving Repair Project on Route 132 with the amount not to exceed \$57,410.00. Scott Henkels seconded. Motion approved unanimously.

4. Selectboard Reports

Kevin Gish updated the members regarding a call to the Town Health Officer. Kevin reiterated that the Town does respond to public health complaints, but the Town does not get involved in landlord/tenant relationships.

Sarah Pfeiffer noted that the Town Health Officer has requested a camera that he can use for official business. The Selectboard agreed this would be reasonable.

Sarah Pfeiffer reported that the Town Health Officer was unable to access the Town email system without downloading a two-step authentication app to his phone. This means Town officials need to download an app onto their personal cell phones to access Town email accounts. Nicola Shipman said she would reach out to Mike Tisdale to find out if that is best practice for Town operations and, if not, what a different solution might be.

5. Adjourn

Sarah Pfeiffer made a motion to adjourn at 7:45PM. Kevin Gish seconded. Motion approved unanimously.