



TOWN OF SHARON
15 School Street
Sharon, VT 05065

Selectboard Meeting
June 17th, 2024 DRAFT Minutes

In-Person Attendees: Deb Jones, Treasurer; Tim Austin, Resident; Kevin Gish, Chair; Scott Henkels, Vice Chair; Nicola Shipman, Selectboard Assistant

Remote Attendees: Sarah Pfeiffer, Clerk; Galen Mudgett, Lister

1. **Call Meeting to Order**

Kevin Gish called the meeting to order at 6:34PM.

2. **Review/Approve Agenda**

Sarah Pfeiffer made a motion to approve the agenda with the change to move the executive session to Item 13. Scott Henkels seconded. Motion approved unanimously.

3. **Public Comments**

No comments.

4. **Selectboard Member Reports**

Kevin Gish noted that Green Mountain Mowing has started with the Old Town Hall building ADA-ramp project.

5. **Finance Reports**

Deb Jones provided answers to questions regarding the finance reports and presented BTA for the month and to date. Deb noted the fiscal year ends on June 30th, 2024.

6. **Road Foreman Reports**

Frank Rogers was not present.

7. **Selectboard Assistant Reports**

Nicola Shipman presented information to the board regarding Howe Hill Cemetery maintenance as well as Baxter Library access road maintenance.

Regarding the Old Town Hall, the Maverick Lloyd Foundation has pledged \$25,000 in support for the Old Town Hall rehabilitation project.



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Nicola also reported on the impending heat wave as well as the location of cooling stations, as well as the Selectboard vacancy and legislative updates.

Regarding highways, Nicola noted the town released a paving bid on 6/13/2024 which is set to close on 6/27/2024.

Nicola is working to close out the July 10th, 2023 FEMA projects, and the final project will have oversight through VEM. Once the bank stabilization project is completed on Fay Brook Road, the State will start processing the ERAF reimbursements which is 17.5%, thereby reducing the Town's required contribution from 25% of all projects to 7.5%, saving the town over \$26,000.

8. **Minutes**

Kevin Gish made a motion to approve the minutes from 6/3/2024 pending a review of the meeting recording. Scott Henkels seconded. Motion approved unanimously.

9. **Warrants**

Kevin Gish made a motion to approve the payroll Warrant for the period ending 6/15/24 with a cash draw of \$16,080.17. Scott Henkels seconded. Motion approved unanimously.

Scott Henkels made a motion to approve AP Warrant 1671 in the amount of \$14,771.29. Sarah Pfeiffer seconded. Motion approved unanimously.

Kevin Gish made a motion to approve AP Warrant 1672 in the amount of \$1,923.27, Scott Henkels seconded. Motion approved unanimously.

Sarah Pfeiffer made a motion to approve AP Warrant 1673 in the amount of \$4,359.90. Scott Henkels seconded. Motion approved unanimously.

Scott Henkels made a motion to approve AP Warrant 1674 in the amount of \$14738.44. Kevin Gish seconded. Motion approved unanimously

Kevin Gish made a motion to approve AP Warrant 1675 from the Old School House Fund 1675 in the amount of \$1223.56. Sarah Pfeiffer seconded. Motion approved unanimously.

Sarah Pfeiffer made a motion to approve AP Warrant 1678 in the amount of \$10,191.09. Scott Henkels seconded. Motion approved unanimously.



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Kevin Gish made a motion to ratify the HRA Warrant for May 2024 in the amount of \$1,003.53. Sarah Pfeiffer seconded. Motion approved unanimously.

10. Fay Brook Road Bank Stabilization Bids

Scott Henkels made a motion to award a contract to Northwood Excavation, Inc. for bank stabilization on Fay Brook Road to repair damage from July 2023 flooding with a not-to-exceed amount of \$45,900. Sarah Pfeiffer seconded. Motion approved unanimously.

11. Private Road Request

Galen Mudgett brought to the attention of the board a request for a private road.

Galen noted due to the distances of the building location and a future dwelling, is better to have a road name rather than stacking dwelling numbers particularly for emergency response.

Scott Henkels asked if Galen was presenting this as the E911 coordinator. Galen confirmed he was.

Kevin Gish made a motion to approve the road private name that serves 2458 Fay Brook Road to Cheddar Lane. Scott Henkels seconded. Motion approved unanimously.

12. Opioid Committee

Deb Jones opened with a query as to whether the Selectboard might want to create an Opioid Advisory Committee and asked if a committee were to be established, whether non-residents might be considered for appointment.

Deb noted that when a Financial Committee was created, Deb was appointed as the committee facilitator to ensure building access was simple and to ensure someone was helping the committee to follow open meeting law, for example. The Committee would select a Chair and/or additional officers at the inaugural meeting.

Scott Henkels asked if this would be a long-term need or a short-term need.

Deb Jones noted that it really depends on the kind of funding that comes through to the Town through the Opioid settlement funding.

Kevin Gish thought it made sense to have a facilitator.



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Kevin Gish said that it would be appropriate to include non-residents as eligible to serve, and Sarah Pfeiffer and Scott Henkels agreed.

Sarah Pfeiffer made a motion to create the Opioid Advisory Committee as a subcommittee of the Selectboard and to appoint Deb Jones as the committee facilitator. Kevin Gish seconded. Motion approved unanimously.

13. Building Security

Nicola Shipman presented estimates for municipal buildings for the installation of security systems at the Baxter Memorial Library as well as estimates for upgrades to security systems at the Town Garage and Town Offices.

Kevin Gish made a motion to sign the agreement with Tasco Security for alarm system and security upgrades, for the Baxter Memorial Library with a not to exceed amount of \$2475.00 and for the Town office with a not to exceed amount of \$990. Sarah Pfeiffer seconded. Motion approved unanimously

Kevin Gish made a motion to rescind the previous motion. Scott Henkels seconded. Motion approved unanimously.

Kevin Gish made a motion to sign the agreement with Tasco Security for alarm systems and security, one for the Baxter Memorial Library not to exceed \$2,475.00 and the Town office not to exceed \$990.00 to be funded from the Building Improvement Fund. Scott Henkels seconded. Motion approved unanimously.

14. Executive Session

Kevin Gish made a motion to enter executive session at 8:03PM for the purposes of evaluation of an employee per 1 V.S.A. § 313(a)(3) with participants to include Kevin Gish, Scott Henkels, Sarah Pfeiffer, Nicola Shipman, and Deb Jones. Scott Henkels seconded. Motion approved unanimously.

Sarah Pfeiffer exited the meeting at 8:35PM.

Kevin Gish made a motion to exit executive session at 8:35PM. Scott Henkels seconded. Motion approved unanimously.

Scott Henkels made a motion to approve the July 1st Suggested Wage Changes with Budget Impact Approved Version to take effect July 1, 2024. Kevin Gish seconded. Motion approved 2-0-0 with Sarah Pfeiffer absent.



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15. **IREC Agreement**

Kevin Gish made a motion to ratify the signature for the IREC agreement submitted by TRORC. Scott Henkels seconded. Motion approved 2-0-0 with Sarah Pfeiffer absent.

16. **Selectboard Goals**

Kevin Gish made a motion to approve the Selectboard Goals as of June 3rd, 2024. Scott Henkels seconded. Motion approved 2-0-0 with Sarah Pfeiffer absent.

17. **Windsor County Sheriff's Contract for FY25**

Kevin Gish made a motion to sign the Windsor County Sheriff's Contract for Services for the period July 1, 2024 through June 30th, 2025 with a not-to-exceed amount of \$70,000.00. Scott Henkels seconded. Motion approved 2-0-0 with Sarah Pfeiffer absent.

18. **Community Survey**

There was discussion of a community survey mailing and the addition of a possible Special Town meeting to consider the question of whether to change the date for Town Meeting 2025. Nicola will come back with a completed document for review in time for the meeting on July 1st, 2024.

19. **Upcoming Meeting Dates/Topics:** Selectboard Interviews in July; Paving Bids; Scoping Study Progress Report

20. **Adjourn**

Kevin Gish made a motion to adjourn at 9:07PM. Scott Henkels seconded. Motion approved 2-0-0 with Sarah Pfeiffer absent.

Respectfully submitted,
Nicola Shipman