



**TOWN OF SHARON**  
**15 School Street**  
**Sharon, VT 05065**

**Selectboard Meeting**  
**August 19<sup>th</sup>, 2024 FINAL Minutes**

**In-Person Attendees:** Kevin Gish, Selectboard Chair; Scott Henkels, Selectboard Vice Chair; Nicola Shipman, Selectboard Assistant; Ted Austin, Selectboard Clerk; Carol Langstaff, Resident; Sean Trombly, Trombly House Representative

**Remote Attendees:** Lucy Pierpont, Finance Manager; Frank Rogers, Road Foreman

1. **Call Meeting to Order**

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

2. **Review/Approve Agenda**

**Ted Austin made a motion to approve the agenda with Item 8 deleted. Scott Henkels seconded. Motion approved unanimously.**

3. **Public Comment:**

No public comment

4. **Selectboard Member Reports**

Scott Henkels reported on some DRB site visits he attended and shared his observations.

Additionally, Kevin Gish noted that with the resignation of a road crew member, he thought it best to add an executive session to the next Selectboard meeting agenda in order to discuss employee feedback received during the exit interview, as he felt there were useful points that could be shared with the Board.

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

Lucy Pierpont provided information regarding the fund balance as those projections have been adjusted in the past two weeks.

Lucy Pierpont noted she is working to determine the best funding sources for the Baxter Library Drainage project and will provide guidance for how that project should be allocated. Lucy said the drainage portion of the project could come from the Highway Fund Balance, but the paving will need to come from the Infrastructure Reserves.



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Kevin Gish asked about the news regarding Health Care costs increasing and how that might affect the Town. Lucy said she will report with updates when Blue Cross Blue Shield of Vermont releases those costs.

**6. Road Foreman Report**

Frank Rogers gave an update regarding the Paving on Route 132 which was completed as well as an update regarding changes to the project scope.

Frank highlighted that the Road Crew is once again short one staff member due to a voluntary resignation, so there are projects that will need to be pushed off to allow for the Better Roads project as well as mowing and grading that need to take place before winter. This vacancy has been posted.

Frank also noted that Mark Earle has earned his CDL.

Kevin Gish recognized Carol Langstaff who asked if the snow on the roads can be moved away from the brooks.

Scott Henkels asked about line striping. Frank gave Scott an update about the process for Class 2 highways.

**7. Selectboard Assistant Report**

Nicola Shipman reported that she and Frank are still working with VTrans to secure the 1111 permit for the Baxter Memorial Library Drainage Project. The design engineer is assisting and provided a response to VTrans questions regarding the volume of water likely to flow through to their catch basin

Nicola is looking to provide a draft highway policy as that is the next policy under review. She will also bring information regarding the state laws related to municipal ethics.

Nicola said she and Lucy Pierpont have been working to secure quotes from web development vendors with the goal of updating the website, so it is more fully integrated, municipally modeled and ADA compliant.

Nicola also noted the new ADA ramp was inspected by the Preservation Trust of Vermont and the Division of Fire Safety is coming to perform an inspection on Monday, 26<sup>th</sup> at 9AM.

The Old Town Hall flooring repairs are scheduled to begin in September. SHS will need to clear additional heavy items before we can start, and SHS and Jack are working to coordinate the move.



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Nicola also highlighted the benefit of having contracted carpenter Jack Jones working with the Town, as important interior and exterior building repairs have been making a significant difference to municipal buildings.

Additionally, the exterior painting project is ongoing.

8. **Warrants**

Scott Henkels made a motion to approve AP Warrant 1703 in the amount of \$4,187.55. Ted Austin seconded. Motion approved unanimously.

Ted Austin made a motion to approve AP Warrant 1704 in the amount of \$9,005.99. Scott Henkels seconded. Motion approved unanimously.

Kevin Gish made a motion to approve AP Warrant 1705 in the amount of \$7,148.22. Scott Henkels seconded. Motion approved unanimously.

Scott Henkels made a motion to ratify payroll for pay period 7/28/2024 – 8/10/2024 in the amount of \$17,997.43. Ted Austin seconded. Motion approved unanimously.

Kevin Gish made a motion to approve the HRA Reimbursement for July 1– July 31 in the amount of \$122.66. Scott Henkels seconded. Motion approved unanimously.

9. **Trombly House**

Chair Kevin Gish recognized Sean Trombly.

Sean Trombly introduced himself as a Chelsea resident who is under contract to purchase the Sandy's parcel in the Town of Sharon. Sean expressed his intention to open a cannabis retail storefront and seasonal restaurant at the Route 14 location.

Sean communicated that he was interested to know if the Town of Sharon Selectboard would look to move forward on this question of cannabis retail under their own motion.

The Selectboard members said they will look for a voter petition as that is a mechanism that best expresses the wish of the voters. Sean indicated that he has been working to secure signatures, and he showed the petition which he intends to bring to the Town Clerk's office for review once he has received the requisite number of signatures.

The Selectboard had questions as to the procedure for how the Town would vote on this question, should the petition move forward. In the meantime, the Selectboard will wait for the petition from the Town Clerk's office and respond accordingly.



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**10. Health Services Advisory Committee / Appropriations Review Process Proposal**

Chair Kevin Gish recognized Carol Langstaff.

Carol Langstaff has been attending the Green Mountain Care Board meetings and is working to improve health service coordination at the State level.

Carol said she would like to see better coordination of services, and she expressed her wish for the Town to evaluate where there might be gaps and/or overlapping health services provided to the Town of Sharon residents by the various organizations receiving appropriations from the Town. Carol feels it is important that the Town maximizes each dollar allocated.

Carol would like the Town to more rigorously evaluate health organizations requesting appropriations, and she suggests a re-evaluation at least every five years. Carol offered a list of suggested questions that could be considered when evaluating each organization. Carol feels this is an effective way to clean things up and ensure residents are receiving services as promised or eliminate duplication of services, for example.

Nicola Shipman noted that the Selectboard has the authority to create an advisory committee that could serve this kind of function if that is interesting to Carol and those involved in the creation of a committee.

The Selectboard will include an item on the agenda for September 3<sup>rd</sup>, 2024 to explore further the idea of creating a Health Care Advisory Committee to serve this kind of purpose.

**11. Capital Budget Plan Extension Request**

**Kevin Gish made a motion to sign Amendment #1 to extend the Capital Budget Plan deadline to November 1<sup>st</sup>, 2024 pending Agency of Administration approval. Scott Henkels seconded. Motion approved unanimously.**

**12. FY24 Grants in Aid Financial Reporting Form**

**Scott Henkels made a motion to sign the FY24 Grants in Aid Financial Reporting Form as submitted. Ted Austin seconded. Motion approved unanimously.**

**13. FY25 GIA Technical Assistance**

**Scott Henkels made a motion to authorize Nicola Shipman or Frank Rogers to formally request FY25 Grants in Aid Technical Assistance with TRORC for a flat rate of \$1500 or 10% of the grant total, whichever is less. Ted Austin seconded. Motion approved unanimously.**



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14. **Division of Fire Safety Permit Application Flooring Repairs**

**Kevin Gish made a motion to sign the Division of Fire Safety Construction permit application for structural repairs to the Old Town Hall as submitted and to approve the \$360.00 application fee. Ted Austin seconded. Motion approved unanimously.**

15. **Grant Agreements**

**Scott Henkels made a motion to sign the FY25 Better Roads Grant Agreement #BR1162 with a grant award of \$20,000 and a local match of \$5,000. Ted Austin seconded. Motion approved unanimously.**

**Ted Austin made a motion to sign the FY25 Grants in Aid Agreement #GA0884 with a grant award of \$17,750.00 and a local match of \$4,437.50. Scott Henkels seconded. Motion approved unanimously.**

16. **TAP Scoping Study Requisition Request #2**

**Kevin Gish made a motion to sign the TAP Scoping Study Requisition Request #2 as presented. Scott Henkels seconded. Motion approved unanimously.**

17. **Driveway Permit Application**

The Selectboard had questions regarding the site, located at 933 Downer Road, particularly whether a driveway culvert should be required. The permit decision was tabled until Tuesday, September 3<sup>rd</sup>, 2024.

18. **Upcoming Meeting Dates/Topics**

The next regular meeting is canceled due to Labor Day. A special meeting will be warned for Tuesday, September 3<sup>rd</sup> at 6:30PM.

19. **Adjourn**

**Scott Henkels made a motion to adjourn at 8:17PM. Ted Austin seconded. Motion approved unanimously.**

Respectfully submitted,  
Nicola Shipman