



TOWN OF SHARON
15 School Street
Sharon, VT 05065

Selectboard Meeting
September 3rd, 2024 FINAL Minutes

In-Person Attendees: Kevin Gish, Chair; Scott Henkels, Vice Chair; Nicola Shipman, Selectboard Assistant; Frank Rogers, Foreman

Remote Attendees: Ted Austin, Selectboard Clerk; Cathy Sartor, Town Clerk; Lucy Pierpont, Finance Manager; Deb Jones, Opioid Settlement Advisory Committee; Jenny Sweet McDonnell, Permit Applicant

1. **Call Meeting to Order**

Kevin Gish called the meeting to order at 5:30PM.

2. **Executive session at 5:31PM**

3. **Resume Open Meeting**

Scott Henkels made a motion to exit executive session at 6:23PM. Ted Austin seconded. Motion approved unanimously.

Scott Henkels made a motion to make a job offer for the vacant road crew position starting at \$21.00 per hour. Kevin Gish seconded. Motion approved unanimously.

4. **Executive Session**

Kevin Gish a motion to enter executive session to evaluate an employee per 1 V.S.A. § 313(a)(3); at 6:26PM. Scott Henkels seconded. Motion approved unanimously.

Jenny Sweet McDonnell joined at 6:17PM.

Catherine Sartor joined at 6:27PM.

Lucy Pierpont joined at 6:30PM.

Kevin Gish a motion to exit executive session at 6:30PM. Scott Henkels seconded. Motion approved unanimously.

No action taken.

Kevin Gish noted the Selectboard needed to cure the lack of a motion to enter executive session for item 2 since the Board had inadvertently missed making that motion prior to Item 2.



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Kevin Gish made a retroactive motion that the Selectboard entered executive session at 5:31PM for the purpose of employment of an employee per 1 V.S.A. § 313(a)(3) with attendees to include Kevin Gish, Scott Henkels, Ted Austin, Frank Rogers, and prospective candidate(s) for vacant highway position. Ted Austin seconded. Motion approved unanimously.

5. **Review and Approve Agenda**

Kevin Gish made a motion to approve the agenda as published. Scott Henkels seconded. Motion approved unanimously.

6. **Driveway Permit Application**

Kevin Gish asked a question regarding the driveway permit application submitted for 933 Downer Road. Jenny Sweet McDonnell, representing applicant Brenda Rodewald, noted that there was a former logging access from Route 132 through to Downer Road preexisting the subdivision application which was submitted. The driveway permit is to formally allow for highway access to Downer Road as part of a subdivision application. Kevin Gish noted that there needs to be a driveway culvert of eighteen-inch culvert to allow for proper drainage.

Kevin Gish made a motion to approve the driveway permit application submitted by Jenny Sweet McDonnell on behalf of Brenda Rodewald with co-applicant Paul Dunklin for driveway access that exists at 933 Downer Road on conditions of the installation of a required eighteen-inch culvert to be completed not later than August 31st, 2025. Scott Henkels seconded. Motion approved unanimously.

7. **Grant Agreement BR1183 for Road Erosion Inventory Funding**

Scott Henkels made a motion to sign Grant Agreement BR1183 to receive funding up to \$8,448.00 with an anticipated Town match of \$2,112.00. Ted Austin seconded. Motion approved unanimously.

8. **VTrans Request**

Scott Henkels made a motion to authorize Nicola Shipman to communicate with VTrans that the Town of Sharon waives the right to compensation for the VTrans Park and Ride Temporary Easement access. Kevin Gish seconded. Motion approved unanimously.



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9. Review Warning Notice for Cannabis Retail Opt-In Vote

Kevin Gish made a motion to approve the warning and notice of the Australian Ballot Vote to authorize the operation of cannabis retailers in the Town of Sharon. Ted Austin seconded. Motion approved unanimously.

10. Public Comment

Deb Jones met with Carol Langstaff regarding health and wellness service provider evaluations and whether the Opioid Settlement Advisory Committee might be a good fit. Deb said the committee is working to create a solution for the wellness service provider evaluations.

11. Selectboard Member Reports

Scott Henkels asked if there has been feedback from residents regarding Lebanon landfill punch cards. Cathy Sartor said the punch cards were revoked as of January 1st and the process no longer goes through the Town Clerk's office, but there are other avenues to acquire the bags now required for disposal at the Lebanon landfill.

Kevin Gish noted the ACF Board parking area has been improved and a kiosk has been installed for information, and there will be additional improvements to the access. ACF is moving forward with proposals for lumber harvesting.

Kevin Gish also said the Sprouty is this weekend. (Saturday, September 7th)

Scott Henkels noted he attended a VLCT Ordinance webinar and suggested taking some time to discuss how the Town handles enforcement of ordinances at a future meeting.

12. Finance Reports: Lucy Pierpont

Lucy Pierpont noted there is over \$1.4 million of outstanding taxes due for first payments, and the due date is September 18th, 2024.

Lucy has been looking into health insurance options as there could be a significant increase in rates this year. Lucy noted MVP has lower increases and overall seems less expensive, but she is looking to find support for investigating insurance options for employee health care coverage since it can be challenging to evaluate the various policies and how plans compare as to what kind of coverage is offered.

Lucy said she is working to get the credit card payment option available for in-office payments which will allow the Town Clerk to process credit card payments in person as well as to process tax payments by credit card.



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Lucy Pierpoint also reported the town received \$20,000 for Economic Development through the State.

13. Road Foreman Reports

Frank Rogers reported that the crew has finished the Road resurfacing on White Brook Road. The crew is working to catch up on mowing and other preparations that need to be made in advance of winter. Frank did say the Town Farm Road ditching and culverts project may be pushed off until Spring due to scheduling challenges.

14. Selectboard Assistant Reports

Nicola Shipman provided updates on construction projects, including the Baxter Library Drainage Project and the Old Town Hall flooring project.

Nicola asked for feedback regarding dates for the Scoping Study Alternatives presentation. The members agreed they prefer to consolidate the Scoping Study Alternatives presentation with their regular meeting on Monday, October 21st starting at 6:00PM. Nicola will work to find a space.

Nicola also asked that the Board authorize signature of the Aquatic Nuisance Permit for the CCC Pond Weed Harvesting submitted by Joyce Dion.

Kevin Gish made a motion to sign the Aquatic Nuisance Control Permit Application for the Use of a Mechanical Device for Invasive Weed Control on the CCC Pond as submitted by Joyce Dion. Scott Henkels seconded. Motion approved unanimously.

15. Warrants

Kevin Gish made a motion to ratify payroll for the period 8/11/24-8/24/24 with a cash draw of \$17,019.14. Scott Henkels seconded. Motion approved unanimously.

Scott Henkels made a motion to ratify AP Warrant 1709 in the amount of \$360.00. Kevin Gish seconded. Motion approved unanimously.

Kevin Gish made a motion to approve AP Warrant 1710 in the amount of \$38,050.58. Ted Austin seconded. Motion approved unanimously.

Scott Henkels made a motion to approve AP Warrant 1711 in the amount of \$2,946.99. Kevin Gish seconded. Motion approved unanimously.



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Ted Austin made a motion to approve AP Warrant 1712 in the amount of \$32,437.13. Scott Henkels seconded. Motion approved unanimously.

Scott Henkels made a motion to approve AP Warrant 1713 in the amount of \$11,639.20. Kevin Gish seconded. Motion approved unanimously.

Kevin Gish made a motion to approve AP Warrant 1714 in the amount of \$9,031.84. Ted Austin seconded. Motion approved unanimously.

Scott Henkels made a motion AP Warrant 1715 from the Recreation Fund in the amount of \$150.00. Kevin Gish seconded. Motion approved unanimously.

Ted Austin made a motion to approve AP Warrant 1716 1 check for \$5,373.00. KG seconded. Motion approved unanimously.

Ted Austin made a motion to ratify AP Warrant 1717 from the Chester Downer Fund in the amount of \$10,000. Scott Henkels seconded. Motion approved unanimously.

Scott Henkels made a motion to approve AP Warrant 1718 in the amount of \$6,553.08. Kevin Gish seconded. Motion approved unanimously.

16. **Minutes**

Scott Henkels made a motion to approve minutes from 8/5/2024 with changes. Ted Austin seconded. Motion approved unanimously.

Scott Henkels made a motion to approve minutes from 8/19/2024 with changes. Kevin Gish seconded. Motion approved unanimously.

Scott Henkels made a motion to approve minutes from 8/27/2024 as presented. Kevin Gish seconded. Motion approved unanimously.

17. **Upcoming Meeting Dates/Topics:**

Next Regular Meeting: Monday, September 16th at 6:30PM.

18. **Adjourn**

Ted Austin made a motion to adjourn at 8:10PM. Scott Henkels seconded. Motion approved unanimously.