



TOWN OF SHARON
15 School Street
Sharon, VT 05065

Selectboard Special Meeting
September 16th, 2024 FINAL Minutes

In-Person Attendees: Ted Austin, Selectboard Clerk; Nicola Shipman, Selectboard Assistant; Scott Henkels, Selectboard Vice Chair; Kevin Gish, Selectboard Chair

Remote Attendees: Lucy Pierpont, Finance Manager; Cathy Sartor, Resident; Erika Hoffman-Kiess, Executive Director of GMEDC; Ryan Haac, Energy Committee Chair

1. Call to Order

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

2. Review/Approve Agenda

Scott Henkels made a motion to approve the agenda as presented. Ted Austin seconded. Motion approved unanimously.

3. Public Comments

None

4. Selectboard Member Reports

None

5. Finance Reports

Lucy Pierpont provided an update with the FY24 Budget to Actuals, and she noted she is still making adjustments.

Lucy reported that \$1.7 million of the \$2.2 million property taxes owed have been paid in this first installment of property taxes. The deadline for the first installment is Wednesday, September 18th by 6:00PM.

6. Road Foreman Reports

Frank Rogers, via written communication, informed the Board that the Town Farm Road project is scheduled for Wednesday, September 18th between 8AM-11AM.



TOWN OF SHARON
15 School Street
Sharon, VT 05065

7. Selectboard Assistant Reports

Nicola Shipman provided updates regarding ongoing building projects, including the Old Town Hall projects and the painting project.

Nicola reported that in collaboration with the Town Clerk's Office, the Cannabis Opt-In vote has been fully warned apart. The only remaining piece is publication in the White River Valley Herald which is in process.

Nicola noted she is reaching out to coordinate outside resources to assist with the October 7th informational meeting.

Nicola also reported that voters are returning their Town Meeting Surveys, and she will present those results in October.

Nicola confirmed the State has issued the required 1111 Access Permit. The Town is now waiting for Chase to review and sign the contract for the Baxter Memorial Library Drainage Project. As of the last communication, Nicola learned that Chase Site Services anticipates completion this construction season, but she will follow up as needed.

8. OCPC Child Care Center Report

Chair Kevin Gish recognized Erika Hoffman-Kiess, Executive Director of the GMEDC.

Erika provided updated information regarding a new OCPC child care center that will be established in Randolph. The stated goal of the project is to provide increased child care for the Greater Randolph region, which includes the Town of Sharon. Erika noted the site will have sixty-two new child care openings available once it opens, with an additional twenty-two spaces to be added in the future, for a total of eighty-four spaces created.

9. MERP Grant Application

Chair Kevin Gish invited Energy Committee Chair, Ryan Haac, to address the MERP Grant application. Ryan offered background about the program as well as broad guidance for how the Town of Sharon might benefit from submitting a MERP Grant application since this opportunity is now open to the Town. Ryan provided recommendations he feels would be valuable to include in the grant application, including a proposed budget and scope of work which was generated with the support of the regional energy coordinator.

Ted Austin made a motion to authorize TRORC to submit a MERP Grant Application on behalf of the Town of Sharon on or before the deadline of September 27th, 2024 with the caveat that the application can be signed by the Selectboard Assistant or the Chair of the Energy Committee, and to authorize Chair of the Selectboard to sign any grant agreement issued by the State should the Town be awarded funding. Kevin Gish seconded. Motion approved unanimously.



TOWN OF SHARON
15 School Street
Sharon, VT 05065

10. FY25 Pay Table

Kevin Gish made a motion to sign the FY25 Pay Table as presented. Scott Henkels seconded. Motion approved unanimously.

11. Documents for Emergency Highway Repairs

Scott Henkels made a motion to sign the Municipal Invoicing Form to request funding reimbursement for Route 132 emergency repairs after July 2023 storm damage under Grant Agreement ER0165 and to sign the Grant Agreement Amendment #1 to ER0165 agreement as presented. Ted Austin seconded. Motion approved unanimously.

12. Website Upgrade

Nicola Shipman shared initial vendor information for website redesign and development. Nicola will send a draft comparison report to Ted Austin for review with the goal of presenting more concrete information to the Selectboard on October 7th, 2024.

13. Flood Hazard Bylaw Revision

Nicola Shipman presented the current version as well as the proposed changes to the Flood Hazard Bylaw section 6.7 drafted by the Town's legal counsel. The Selectboard will review the proposed changes and will consider providing feedback to the DRB as needed.

Nicola will coordinate with Andrea Morgan should the DRB decide to move forward with the amendment to the existing bylaws as well as assist in ensuring the Town understands the appropriate adoption procedures for such a change.

14. Warrants

Kevin Gish made a motion to approve AP Warrant 1721 from the Old School House Fund in the amount of \$1,141.06. Scott Henkels seconded. Motion approved unanimously.

Scott Henkels made a motion to approve AP Warrant 1722 in the amount of \$1,263.18. Kevin Gish seconded. Motion approved unanimously.

Scott Henkels made a motion to approve AP Warrant 1724 in the amount of \$22,510.87. Kevin Gish seconded. Motion approved unanimously.

Kevin Gish made a motion to approve AP Warrant 1725 in the amount of \$3,117.71. Ted Austin seconded. Motion approved unanimously.



TOWN OF SHARON
15 School Street
Sharon, VT 05065

Ted Austin made a motion to approve AP Warrant 1726 in the amount of \$12,609.75. Scott Henkels seconded. Motion approved unanimously.

Scott Henkels made a motion to approve AP Warrant 1727 in the amount of \$145,285.14. Kevin Gish seconded. Motion approved unanimously.

Kevin Gish made a motion to approve AP Warrant 1728 in the amount of \$17,996. Scott Henkels seconded. Motion approved unanimously.

Ted Austin made a motion to approve AP Warrant 1729 from the recreation fund in the amount of \$700. Scott Henkels seconded. Motion approved unanimously.

Scott Henkels made a motion to ratify the August HRA reimbursement for the period 8/1/24-8/31/24 in the amount of \$82.09. Ted Austin seconded. Motion approved unanimously.

Kevin Gish made a motion to ratify payroll for the pay period 8/25/24-9/7/24 with a cash draw of \$15,383.33. Scott Henkels seconded. Motion approved unanimously.

15. Minutes

Scott Henkels made a motion to approve the minutes from September 3rd, 2024, minutes with minor changes. Kevin Gish seconded. Motion approved unanimously.

16. Upcoming Meeting Dates/Topics

- **October 7th 6:00PM** – Special Meeting for Cannabis Opt-In Vote starting at 6PM at the Congregational Church in Sharon; regular business to follow at the Town Offices.
 - **October 15th Vote:** Cannabis Opt-In (7AM – 7PM at the Town Offices in Sharon)
 - **October 21st at 6:00PM-** Scoping Study Alternatives Presentation starting at 6:00PM in Steele Chapel with regular business to follow; Treasurer Appointment effective Nov 1
- Topics to Include: Highway Policy/Access Permits; Website Upgrade; FY26 Budgeting; Treasurer's Reappointment

17. Adjourn

Scott Henkels made a motion to adjourn at 8:01PM. Ted Austin seconded. Motion approved unanimously.