



TOWN OF SHARON
15 School Street
Sharon, VT 05065

Selectboard Regular Meeting
February 18th, 2025 DRAFT Minutes

In-Person Participants: Kevin Gish, Selectboard Chair; Scott Henkels, Selectboard Vice Chair; Ted Austin, Selectboard Clerk; Allen Wight, Highway Supervisor; Nic Antal, White River Valley Herald

Remote Participants: Cathy Sartor, Town Clerk; Nara Moore, Candidate for Lister; Lucy Pierpont, Finance Manager; Stephen Basham, Candidate for Moderator.

1. **Call to Order**

Kevin Gish called the meeting to order at 6:42PM.

2. **Review/Approve Agenda**

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

3. **Public Comment**

None.

4. **Meet the Candidates**

Kevin Gish introduced the candidates. Candidates, including Nara Moore, Ted Austin, and Steven Basham. explained their interest in the roles and why they chose to run for the positions. No members of the public were present for this session, and no one asked questions of the candidates.

5. **Selectboard Reports**

Scott Henkels provided an update regarding an unauthorized site located under the green bridge. The Town understands the individual is working to find a housing solution. No action is required currently.

Scott also went to inspect construction conducted without the Selectboard's authorization which was made to the legal trail at the end of Chapel Hill Road. Scott noted he has concerns with the earthwork that was completed. The Selectboard will need to decide on the next steps, but it is also difficult to fully assess during the winter given the snow cover.



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6. **Highway Reports**

Allen Wight reported that the highway crew has been exceptionally busy, managing intense and challenging winter weather that has caused some mischief. The crew will be conducting wing work on banks to widen the roads. Allen also provided an explanation the "seasonal, on-demand" role that was created. Allen noted that Joe has been able to fill gaps in coverage twice already in the past few days. Kevin Gish mentioned that the Green Bridge is getting narrow for vehicles. Allen said he has a plan to work on snow removal on the bridge, but he will need to be there early in the mornings around 4:00 AM before commuters are passing through. Allen also said he spoke with Viking. The new truck may arrive sometime at the end of March.

7. **Finance Reports**

Lucy Pierpont noted that taxes were due on Wednesday, February 12th. Between the 12th and the 19th of February, there is a 2% penalty applied to tax payments made. After February 19th, the penalty will increase to the full 8% allowed by law. Lucy noted there were selectboard office expenses and mailing expenses that are showing up as higher than usual. Lucy also highlighted that Truck #2 expenses are high, but given it is the older vehicle it is expected to see more frequent repairs.

8. **Town Admin. Reports**

Kevin Gish read notes Nicola Shipman provided in her absence, which included updates regarding municipal building projects, including the Town Highway Garage, the Old Town Hall, and the Baxter Memorial Library. Nicola also noted changes in personnel with the resignation of Andrea Morgan, our former planning clerk who served the Town for almost three years. Nicola also provided updates regarding changes to the VTrans grant funding levels, the Class 2 Paving grant application deadlines and additional VTrans annual highway reporting deadlines.

9. **Warrants**

Scott Henkels made a motion to approve AP Warrant 1798 in the amount of \$11,787.71. Ted Austin seconded. Motion approved unanimously.

Ted Austin made a motion to approve AP Warrant 1799 in the amount of \$4,424.78. Scott Henkels seconded. Motion approved unanimously.

Kevin Gish made a motion to approve AP Warrant 1800 in the amount of \$18,618.61. Scott Henkels seconded. Motion approved unanimously.

Scott Henkels made a motion to approve AP Warrant 1801 in the amount of \$40 from the Recreation Fund. Ted Austin seconded. Motion approved unanimously.



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Ted Austin made a motion to approve AP Warrant 1802 in the amount of \$882.50 from the Old School House Fund. Scott Henkels seconded. Motion approved unanimously.

Kevin Gish made a motion to approve AP Warrant 1803 in the amount of \$5,149.37. Scott Henkels seconded. Motion approved unanimously.

Scott Henkels made a motion to ratify the HRA reimbursement for 1/1/25-1/31/25 in the amount of \$474.08. Ted Austin seconded. Motion approved unanimously.

Kevin Gish made a motion to ratify payroll for the period 1/26/2025 – 2/08/2025 with a cash draw of \$20,161.87. Scott Henkels seconded. Motion approved unanimously.

10. Minutes

Ted Austin made a motion to approve minutes from 2/3/2025 as presented. Scott Henkels seconded. Motion approved unanimously.

Kevin Gish made a motion to approve minutes from 2/10/2025 as presented. Scott Henkels seconded. Motion approved unanimously.

11. Executive Session

Kevin Gish made a motion to enter executive session at 7:16PM for the purpose of evaluating an employee pursuant to 1 VSA §313(a)(3) with attendees to include Selectboard Members, Allen Wight, Highway Supervisor. and Lucy Pierpont, Human Resources Representative. Scott Henkels seconded. Motion approved unanimously.

Ted Austin made a motion to exit executive session at 7:33PM. Scott Henkels seconded. Motion approved unanimously.

12. Resume Open Meeting

No action taken.

13. Executive Session

Kevin Gish made a motion to enter executive session at 7:35PM for the purpose of evaluation of an employee pursuant to 1 VSA §313(a)(3) with attendees to include Selectboard Members, Allen Wight, Highway Supervisor. and Lucy Pierpont, Human Resources Representative. Motion approved unanimously.



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Kevin Gish made a motion to exit executive session at 7:44PM. Scott Henkels seconded. Motion approved unanimously.

14. Resume Open Meeting

Kevin Gish made a motion to ratify the hiring of Tim Barnaby as an additional 'bench-depth' seasonal, on-demand CDL Operator. Scott Henkels seconded. Motion approved unanimously.

15. Driveway Permit Review

The Selectboard reviewed a driveway permit application as submitted by Double C Enterprises. The application is missing a proposed start date which needs to be specified, and the driveway entrance needs to be marked for a site visit. The Highway Supervisor will then examine as snow allows.

16. Ford F600XL Loan

Scott Henkels made a motion to select Community Bank to service the Ford F600XL loan and to authorize Lucy Pierpont, Finance Manager, to secure a Bank Loan for a Ford F600 XL for up to \$120,000 at a rate of 5.3%. Ted Austin seconded. Motion approved unanimously.

17. Personnel and Appointments

Scott Henkels made a motion to appoint Frances Mize to a three-year term as the Town of Sharon Planning Administrator effective 2/5/2025 through 2/4/2028 with an hourly rate of \$25/hour. Ted Austin seconded. Motion approved unanimously.

Kevin Gish made a motion to ratify the hiring of Joe Robinson as an On Demand CDL Operator and to ratify an effective pay rate of \$25 per hour. Scott Henkels seconded. Motion approved unanimously.

18. Town Meeting Preparation

The Selectboard discussed responsibilities for Town Meeting 2025. Kevin Gish will present a broad update and a review of 2024. Scott Henkels will present the budget comments. Ted Austin will present highlights for 2025 and beyond.

Stephen Basham asked questions regarding the 2025 warned articles.



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19. Upcoming Meetings/Dates/Topics

Tuesday, March 4th, 2025 at 9:00AM - **Town Meeting**

Wednesday, 6:30 PM, March 5th, 2025 – **Selectboard Organizational Meeting**

Monday, March 17th, 2025 - **Regular Meeting**

Monday, April 7th, 2025 - **Flood Hazard Bylaw Amendment Hearing**

20. Adjourn

Ted Austin made a motion to adjourn at 8:21 PM. Scott Henkels seconded. Motion approved unanimously.

Respectfully submitted,
Ted Austin, Clerk

DRAFT