

**TOWN OF SHELBURNE
SELECTBOARD
MINUTES OF MEETING
November 22, 2016**

MEMBERS PRESENT: Gary von Stange (Chairman); Colleen Parker, Jerry Storey, Josh Dein. (John Kerr was absent.)
ADMINISTRATION: Joe Colangelo, Town Manager; Peter Frankenburg, Finance Manager.
OTHERS PRESENT: David McLean, Sam Feitelberg, Joanna Watts, Al Marlow, Joyce George, Ron Beales, John Johanson, Heather McKim (Shelburne News).

1. CALL TO ORDER

Chairman Gary von Stange called the regular meeting to order at 7 PM.

2. APPROVE AGENDA

MOTION by Colleen Parker, **SECOND** by Jerry Storey, to approve the agenda with the addition of approval of waste water allocation for Raven Meadows. **VOTING: unanimous (4-0); motion carried.**

3. APPROVAL OF MINUTES

November 8, 2016

MOTION by Colleen Parker, **SECOND** by Jerry Storey, to approve the 11/8/16 minutes with the following correction(s)/clarification(s):

Page 1, Item #5, Selectboard Comments, 3rd bullet – and “and Josh Dein” after “John Kerr”;

Page 5, Item #14, Budget Material – correct the date of the daylong budget meeting to 12/14/16.

VOTING: unanimous (4-0); motion carried.

4. CITIZEN PARTICIPATION & PUBLIC COMMENT

David McLean commented on the serious safety issue with traffic from Cynosure Drive using Green Hill Drive in a residential neighborhood as a short cut. Mr. McLean recalled the consensus was that a gate or blockage would be installed at the intersection, but to date no action has been taken. Mr. McLean referred to communications on the issue since late October 2016 to the present.

Assurance was given to Mr. McLean that the Selectboard and town administration are well aware of the concern and share in the goal of a timely resolution.

5. SELECTBOARD COMMENTS

- Jerry Storey mentioned the extraordinary turnout for the election and the efforts of Josh Dein, Alice Winn, and Jennifer Leopold in processing the votes.
- Gary von Stange noted the passing of Bill Hogan, husband of planning commissioner, Ann Hogan.
- Gary von Stange announced the holiday sing-a-long on 12/2/16.

- Gary von Stange reported work continues on the Pierson Drive/Boulder Hill path (aka “Shelburne connector”). All are trying to work together to address the Pierson end of the path.
- The Selectboard wished all a Happy Thanksgiving.

6. TOWN MANAGER’S REPORT

Joe Colangelo highlighted the following from the manager’s report posted online:

- The draft budget will be presented at the 12/13/16 Selectboard meeting.
- Daylong budget work session is 12/14/16. Staff appreciates the day meeting versus subsequent night meetings to work on the budget.

7. ANNUAL CBC REPORTS

Veterans Monument Committee

Sam Feitelberg reported:

- The flag has been returned and is back up.
- The ceremony was inside due to weather, but was a wonderful and moving event.
- The bench was dedicated to Colleen Haag.
- There are now 450 bricks.
- The monument has been cleaned and winterized.
- Outreach, scholarship, and recruitment efforts continue.
- Help is requested from all citizens to show respect for the monument. It is difficult to clean up after dogs and such.

Jerry Storey stated the activities by the committee are very meaningful to veterans and the community at large.

8. APPOINTMENTS TO COMMISSIONS, BOARDS, COMMITTEES

Development Review Board (full member and alternate)

Gary von Stange recused himself. Colleen Parker facilitated the meeting.

MOTION by Jerry Storey, SECOND by Josh Dein, to appoint Joanna Watts as a full member of the Development Review Board for a term beginning immediately and ending April 1, 2019 and to appoint Alex von Stange as DRB alternate for a term ending April 1, 2017. VOTING: unanimous (3-0); motion carried.

Gary von Stange returned to the meeting.

9. APPOINT CLERK OF ETHICS COMMITTEE

MOTION by Colleen Parker, SECOND by Jerry Storey, to appoint the Town Clerk, Diana Vachon, as the clerk of the Ethics Committee per the Ethics Ordinance.

VOTING: unanimous (4-0); motion carried.

10. POSSIBLE AMENDMENT TO TRAFFIC ORDINANCE: Heavy Trucks on Webster Road

Joe Colangelo reported complaints about heavy trucks on Webster Road have been received. The trucks are not compatible with the residential area. Josh Dein asked if

there is data on the truck traffic. Mr. Colangelo said data that exists can be compiled. Also, Regional Planning could be asked to do traffic counts.

MOTION by Colleen Parker, SECOND by Jerry Storey, to note the introduction of potential amendments to Shelburne's Traffic Ordinance to regulate heavy truck traffic on Webster Road pursuant to the town charter and to direct the Town Manager and staff to develop amendment language to the Traffic Ordinance to regulate heavy truck traffic on Webster Road for a first reading at the 12/13/16 Selectboard meeting. VOTING: unanimous (4-0); motion carried.

11. FIRST READING: Proposed Amendments to Parking Ordinance

MOTION by Colleen Parker, SECOND by Jerry Storey, to read the ordinance by title. VOTING: unanimous (4-0); motion carried.

Joe Colangelo explained the amendment is to prohibit on-street parking on the "S" curve on Martindale Drive and allow parking on one side of the street only.

Josh Dein asked about a record of accidents. Staff will provide this information at the second reading.

Ron Beales, Summit Circle, spoke in support of the parking change, mentioning pedestrians coming out from between parked cars and nearly being hit. Having parking on both sides of the road also makes it difficult to back out of driveways. The consensus of the neighbors is to take action on the parking. There was brief discussion of the parking by the condominium units on the street.

Joyce George, resident, said the Highway Department Director, Paul Goodrich, said he agrees that parking on both sides of the street is a disaster, residents from the condo association support the parking change, and the school bus driver supports the parking change.

Al Marlow, upper Martindale Road, spoke in support of no parking on the north side of the road and beginning the no parking at the condominiums.

John Johanson, 19 Summit Circle, stated there is congestion by the Route 7 market. No parking on the north side is a bad idea because cars are coming to the traffic light. No parking on the south side is fine.

MOTION by Colleen Parker, SECOND by Jerry Storey, to hold a second reading on proposed amendments to the Parking Ordinance on 12/13/16. VOTING: unanimous (4-0); motion carried.

12. DEVELOPMENT OF FY18 GENERAL FUND BUDGET

Josh Dein commented it may be useful to know the trend over the last five years with zoning violations (i.e. the number of occurrences, legal actions, and such) to get an idea if more funding in the budget is needed. It was noted there was \$20,000 included in the

budget last year for a half-time zoning enforcement officer, but the position was not filled. Having such a function would be a deviation from what most communities do.

Jerry Storey spoke positively of the staff support for the change in the budget process.

Gary von Stange mentioned having the Selectboard Chair meet with the auditor is a good checkpoint.

Colleen Parker stated cleaning of town hall by the library needs to be addressed in the budget.

13. REVIEW/RECEIVE SHELBURNE'S ANNUAL ORGANIZATIONAL PLAN

Joe Colangelo pointed out this is the first annual organizational plan so there will be improvements over time. Ann Janda did the bulk of the work on the plan.

Jerry Storey commented the plan gives great guidance for succession planning and future hiring, promotes serious thinking and scrutiny of assignment of responsibilities between and within departments.

Josh Dein noted the list of appointed committees includes the Board of Civil Authority which is elected, not appointed.

The Selectboard thanked Ann Janda for the plan.

14. WASTE WATER ALLOCATION: Raven Meadows, Grey Rock Road MOTION by Josh Dein, SECOND by Jerry Storey, to approve the application for waste water allocation of 996 gpd for Raven Meadows, Grey Rock Road as presented. VOTING: unanimous (4-0); motion carried.

15. ADJOURNMENT

MOTION by Colleen Parker, SECOND by Jerry Storey, to adjourn the meeting. VOTING: unanimous (4-0); motion carried.

The meeting was adjourned at 8:15 PM.

RecScty: MERiordan