

**TOWN OF SHELBURNE
SELECTBOARD
MINUTES OF MEETING
January 15, 2019**

MEMBERS PRESENT: Jerry Storey (Chair); Jaime Heins, Josh Dein, Mary Kehoe, Colleen Parker.

ADMINISTRATION: Lee Krohn, Town Manager; Peter Frankenburg, Finance Director; Paul Goodrich, Highway Superintendent; John Goodrich, Deputy Fire Chief; Kevin Unruth, Library Director.

OTHERS PRESENT: Tom Little, Sara and Tom Tompkins, Catherine Collette, Linda Riell, Ruth Hagerman, Jane Zenaty, David Connery, Don Rendall.

1. CALL TO ORDER

Chair Jerry Storey called the meeting to order at 7 PM.

2. APPROVE AGENDA

MOTION by Jaime Heins, SECOND by Mary Kehoe, to approve the agenda with the amendment to postpone the Executive Session on appointment/evaluation/employment of a public official until the February Selectboard meeting. VOTING: unanimous (5-0); motion carried.

3. MINUTES

January 8, 2019

MOTION by Mary Kehoe, SECOND by Josh Dein, to approve the 1/8/19 minutes with global correction of the spelling of Josh Dein and clarification of paragraph 8 to read “Motion by Mary Kehoe, second by Jaime Heins, to name Ian McCray as alternate” and the vote was unanimous. VOTING: unanimous (5-0); motion carried.

4. PUBLIC COMMENT and LIBRARY/TOWN CENTER UPDATE

Ruth Hagerman, Library Trustee, reported work is ongoing on the library project. The windows have been reglazed and caulked, and the roof is being done for a net zero building.

5. SELECTBOARD COMMENTS

➤ Town Manager reception is 1/26/19.

6. TOWN MANAGER REPORT

Lee Krohn reported staff continues work on the budget. Peter Frankenburg is recognized for his effort with the budget.

7. ETHICS COMMITTEE RULES OF PROCEDURE

Tom Little stated the goal of the rewrite of the rules was to align with the ordinance and ensure the rules do not stray into the ordinance. Mr. Little reviewed changes from the current rules to the new rules. There was discussion of notification of the respondent of

the reasonable likelihood of a complaint against them, and agreement the rule (section B.1.c) should be revised to say upon receipt of a complaint the respondent is notified. There was suggestion a procedure for requesting funds for outside counsel and the framework for engaging that process should be included in the rules. The Ethics Committee will draft some language for consideration.

8. TOWN PLAN CHAPTER SUMMARIES

Josh Dein reviewed his summary of Chapter 1 (land use) and Chapter 2 (natural resources and conservation) of the comprehensive town plan, and spoke in support of the plan addressing placemaking, land use activities and CBC involvement, and conservation. The zoning bylaws must be consistent with the town plan. The Planning Commission and DRB need tools to put in place what is in the town plan. Maps need to be expanded and enhanced. Site visits should be encouraged. Low impact development features should be used to address storm water. The plan supports the agricultural community and the newly named conservation fund in the plan will help to continue contributions. The plan takes a “big picture” view. What is in the plan needs to be assigned and scheduled for implementation.

9. PROPOSED ZONING CHANGES

MOTION by Mary Kehoe, SECOND by Colleen Parker, to schedule a public hearing on 2/12/19 to hear comment on proposed zoning amendments. VOTING: unanimous (5-0); motion carried.

10. PUBLIC HEARING: Proposed FY2019-2020 Town Budget and Review/Update on Proposed FY2019-2020 School Budget

MOTION by Josh Dein, SECOND by Colleen Parker, to open the public hearing on the proposed FY2019-2020 town budget and hear an update/review of the proposed FY2019-2020 school budget. VOTING: unanimous (5-0); motion carried.

The public hearing was opened at 7:50 PM.

Dave Connery, CVSD Board reviewed the school district budget process and highlighted revenues and expenditures in the proposed budget of \$78,901,170 which is a net increase of 2.7%. The cost per equalized pupil is \$16,129 (increase of 2.4%). Increases in the budget are mainly due to salaries and benefits, Special Education and student services, and operations for the district. The savings from consolidation of \$331,000 was applied to the proposed budget. Ballot items for town meeting include the budget, equalized pupil cost, use of fund balance, and purchase of new school buses.

Colleen Parker asked about the use of the fund balance. Dave Connery said \$500,000 was applied to the budget and \$1 million to the construction fund.

Lee Krohn reviewed the town budget schedule and highlights of the FY2019 proposed budget of \$9,491,153 (increase of 8% or \$705,065 due to debt service, wages and benefits for Police and Dispatch, and modest growth in the grand list). Projected property tax increase is 4.98% (reduced to 4.93% with adjustments to the budget suggested by the

Selectboard). Mr. Krohn reviewed significant expenditures in Police, Highway, Debt Service, Fire, Library, and Insurance, and additional revenues offsetting expenditures.

Josh Dein suggested investigating other mechanisms that are less expensive than overtime in Police and Dispatch such as adding full or part-time staff. Lee Krohn assured staff is doing this.

Tom Tompkins, Falls Road resident, suggested the selectboard stipends be added back into the budget so citizens are not dissuaded from wanting to serve on the board.

There was brief discussion of the funding for bike paths. Jane Zenaty said the Paths Committee will be doing more comprehensive planning for the future.

MOTION by Colleen Parker, SECOND by Josh Dein, to continue the public hearing on the proposed FY2019-2020 budget to the next Selectboard meeting. VOTING: unanimous (5-0); motion carried.

11. EXECUTIVE SESSION

Real Estate

MOTION by Mary Kehoe, SECOND by Colleen Parker, to find that premature public disclosure of negotiation of a real estate purchase or lease option would place the town at a substantial disadvantage. VOTING: unanimous (5-0); motion carried.

MOTION by Mary Kehoe, SECOND by Colleen Parker, based on the finding that premature public disclosure of negotiations for securing a real estate purchase or lease option would place the town at substantial disadvantage to go into Executive Session pursuant to 1VSA313 and invite the Town Manager, Finance Director, and Town Attorney (via telephone) to attend. VOTING: unanimous (5-0); motion carried.

Executive Session was convened at 8:48 PM.

MOTION by Josh Dein, SECOND by Colleen Parker, to adjourn Executive Session and reconvene the regular meeting. VOTING: unanimous (5-0); motion carried.

Executive Session was adjourned and the regular meeting reconvened at 9:25 PM. The Selectboard will continue the real estate initiative and hold further discussion at the next Selectboard meeting.

12. ADJOURNMENT

MOTION by Colleen Parker, SECOND by Jaime Heins, to adjourn the meeting. VOTING: unanimous (5-0); motion carried.

The meeting was adjourned at 9:30 PM.

For the Selectboard

Date