

**TOWN OF SHELBURNE  
SELECTBOARD  
MINUTES OF MEETING  
April 9, 2019**

**MEMBERS PRESENT:** Jerry Storey, Jaime Heins, Mary Kehoe, Mike Ashooh, Colleen Parker  
**ADMINISTRATION:** Lee Krohn, Town Manager; Peter Frankenburg, Finance Director; Dean Pierce, Planning Director; Diane Vachon, Town Clerk.  
**OTHERS PRESENT:** Sara and Tom Tompkins, Lisa Scagliotti, Mike and Charlie Schramm, Don Porter, June Porter, Mike Major, Rhoda Glover, Robert Glover, Ruth Hagerman, Madeline Clark, Cathy Townsend, Dave and Sue McLellan.

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**1. CALL TO ORDER**

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

**2. APPROVE AGENDA**

**MOTION** by Colleen Parker, **SECOND** by Mike Ashooh, to approve the agenda as presented. **VOTING: unanimous (4-0) [Jaime Heins not present for vote]; motion carried.**

**3. PUBLIC COMMENT and LIBRARY/TOWN CENTER UPDATE**

Ruth Hagerman reported the exterior siding has been delivered. Work is progressing. Both buildings will be ADA compliant. There is space for larger gatherings.

**4. MINUTES**

*March 26, 2019*

Postponed.

**5. SELECTBOARD COMMENTS** (Jaime Heins arrived at this time).

- Mike Ashooh mentioned the VLCT training session for new selectboard members was very informative.
- Colleen Parker mentioned the art celebration at the Shelburne Police Station.
- Jaime Heins thanked Dorothea Penar for 25 years of service on the Shelburne Historic Preservation & Design Review Committee.

**6. TOWN MANAGER REPORT**

Lee Krohn noted the following:

- Staff will present a report on the schedule of the WWTF assessment and capital investment at the 4/23/19 Selectboard meeting. Decision will be made by the second meeting in May.
- Assistant to Town Manager position has been posted.

- Storm Water Advisory Committee (SWAC) will resume meetings in May, and a draft work plan was presented. Current members have agreed to continue to serve. The ordinance is hoped to be done by September.

#### **7. SHELBURNE CAT & DOG OF THE YEAR AWARD**

Town Clerk, Diana Vachon, announced this year's Shelburne Cat and Dog winners: Jean Irwin and cat, Charlie. Mary & Chris Boyd and dog, Sienna.

#### **8. ROAD NAMES: SNYDER/KWINIASKA HOUSING DEVELOPMENT**

Peter Frankenburg reviewed the suggested road names for four roads in the Snyder development on the former Kwiniaska Golf Course. The names were vetted with emergency services.

**MOTION by Colleen Parker, SECOND by Jaime Heins, to approve the names of Caspian Lane, Elmore Street, Willoughby Lane, and Carmi Drive for the roads in the Snyder/Kwiniaska housing development. VOTING: unanimous (5-0); motion carried.**

#### **9. AUDITOR**

Peter Frankenburg explained the town is in the fourth year of contracting with the audit firm of Sullivan & Powers. The firm is the most qualified the town has used and is very thorough. The cost of the service increases 3% per year. The town will be doing a single audit this year so it may be difficult to hire a new audit firm at this time.

Following discussion about best practices the Selectboard concurred the audit service should be put out to bid and Sullivan & Powers can submit a proposal. The Selectboard was also willing to extend the contract with Sullivan & Powers for one more year. Staff will find out if the audit firm is willing to do this and the cost. The Selectboard will make a decision on the auditor at the next meeting.

#### **10. CBC APPOINTMENTS**

*Shelburne Natural Resources & Conservation Commission*

The Selectboard interviewed Mike Schramm for a position on the SNRCC for a term expiring April 1, 2020. Mike Schramm mentioned his professional background as an environmental engineer and his current service on the SWAC. Gail Albert spoke in support of the appointment to SNRCC.

**MOTION by Colleen Parker, SECOND by Jaime Heins, to appoint Mike Schramm to the Shelburne Natural Resources & Conservation Commission effective upon the resignation of Kyle Bergeron for a term ending April 1, 2020. VOTING: unanimous (5-0); motion carried.**

*Shelburne Historic Preservation & Design Review Committee*

The Selectboard considered the application by Lauren Giannullo who recently served on the DRB.

**MOTION by Jaime Heins, SECOND by Colleen Parker, to appoint Lauren Giannullo to the Shelburne Historic Preservation & Design Review Committee for a term beginning 4/9/19 and ending April 1, 2022. VOTING: unanimous (5-0); motion carried.**

*Development Review Board*

The Selectboard interviewed Anne Bentley and Mike Major for positions on the DRB. Anne Bentley mentioned her professional background as an entrepreneur in the bio-tech healthcare field. Mike Major mentioned his professional background in law enforcement and business, and the ongoing community involvement of his entire family.

**MOTION by Colleen Parker, SECOND by Mike Ashooh, to appoint Anne Bentley to the DRB for a term beginning 4/9/19 and ending April 1, 2020. VOTING: unanimous (5-0); motion carried.**

**MOTION by Jaime Heins, SECOND by Colleen Parker, to appoint Mike Major to the DRB for a term beginning 4/9/19 and ending April 1, 2020. VOTING: unanimous (5-0); motion carried.**

**11. REGIONAL CONSERVATION INITIATIVE**

Dean Pierce explained the initiative to have the surrounding communities join together in efforts toward land conservation and stewardship of open spaces. The hope is to increase the amount of land in conservation, preserve habitat and wildlife, and improve water quality. To date South Burlington, Williston, and Shelburne have joined the initiative. Hinesburg, St. George, and Charlotte have expressed interest, but not yet joined.

The Selectboard had questions on funding, staffing, activities/outreach, but generally supported the initiative. Dean Pierce said the organization is informal and more of a collaborative effort at the staff and committee level working on strategies. Gail Albert mentioned a collaborative effort might be pulling invasives, for example.

**12. GRANT APPLICATIONS**

**MOTION by Colleen Parker, SECOND by Mike Ashooh, to approve the grant application for the Rec Department in the amount of \$2,000 to cover the cost of an AED for the beach house, and to approve the grant application through VLCT PACIF by the Waste Water Department in the amount of \$12,000 with a local match for a specialized camera. VOTING: unanimous (5-0); motion carried.**

**13. NET METERING POWER PURCHASE AGREEMENT**

Postponed to next meeting.

**14. SELECTBOARD RETREAT**

Following discussion, the Selectboard agreed focus of the retreat should be topics such as economic development, not regular business items. Suggestions for the meeting date/time included blocking out time after a regular meeting or meeting on the Tuesday between the regularly scheduled meetings. Staff will check the calendar for available dates.

**15. EXECUTIVE SESSION**

**MOTION by Jaime Heins, SECOND by Colleen Parker, pursuant to 1VSA313 to find that premature public knowledge of zoning litigation would place the town at a substantial disadvantage. VOTING: unanimous (5-0); motion carried**

**MOTION by Jaime Heins, SECONDD by Colleen Parker, based on the finding of premature public knowledge placing the town at a substantial disadvantage to go into Executive Session to evaluate the town’s legal position with pending zoning litigation, and invite the Town Manager to attend. VOTING: unanimous (5-0); motion carried.**

Executive Session was convened at 8:28 PM.

**MOTION by Colleen Parker, SECOND by Mike Ashooh, to adjourn Executive Session and reconvene the regular meeting. VOTING: unanimous (4-0) [Mary Kehoe not present for vote]; motion carried.**

**16. LIQUOR COMMISSION**

**MOTION by Colleen Parker, SECOND by Jaime Heins, to convene as the Liquor Commission. VOTING: unanimous (5-0); motion carried.**

**MOTION by Colleen Parker, SECOND by Jaime Heins, to approve liquor licenses for Kwini Club and Shelburne Gift Company, Inc. VOTING: unanimous (5-0); motion carried.**

**17. ADJOURNMENT**

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

The meeting was adjourned at 9:10 PM.

*RScTy: MERiordan*

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For the Selectboard

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Date