

**TOWN OF SHELBURNE
SELECTBOARD
MINUTES OF MEETING
May 11, 2021**

***Meeting held via teleconference.**

MEMBERS PRESENT: Jerry Storey (Chair); Mike Ashooh, Kate Lalley, Luce Hillman, Cate Cross.

ADMINISTRATION: Lee Krohn, Town Manager; Peter Frankenburg, Finance Director; Chris Robinson, Water Quality Superintendent; Diana Vachon, Town Clerk.

OTHERS PRESENT: Members of the public participating in the meeting included Marcy Webster (Media Factory), Gail Albert, Gloria, Tracy Beaudin, Joyce George, Don Porter, Tom Tompkins, Susan McLellan, Sarah Reeves, Patricia Fontaine, Linda Patterson, Lilly Young, Bradn, Erika Lea, Sean Morin, and members of the equity & diversity task force.

1. CALL TO ORDER

Chair Jerry Storey called the teleconference meeting to order at 7 PM, explained the procedure to be followed, and held rollcall.

2. APPROVE AGENDA

MOTION by Kate Lalley, SECOND by Mike Ashooh, to approve the agenda with the addition of the request to waive the application fee for food trucks at a fundraising event for Make-A-Wish Foundation. VOTING by rollcall: unanimous (5-0); motion carried.

3. MINUTES

April 27, 2021

MOTION by Kate Lalley, SECOND by Cate Cross, to approve the minutes of 4/27/21 with correction of the spelling of the name “Kieran Killeen”. VOTING by rollcall: unanimous (5-0); motion carried.

4. PUBLIC COMMENT

➤ Linda Patterson with “Raise the Blade” campaign requested endorsement from the Selectboard to recognize the Town of Shelburne as a participant and to post signs around town.

5. SELECTBOARD COMMENTS

➤ Mike Ashooh said “No Mow May” signs are available at the town office.

➤ Luce Hillman requested a meeting of the steering committee for the fire/rescue project.

➤ Jerry Storey announced Vermont leads the country in the level of vaccinations administered.

6. TOWN MANAGER REPORT/UPDATE

Lee Krohn reported:

- There will be a benefit car wash on May 22, 2021 for Make-A-Wish Foundation.
- A moment of silence was requested for Kristy Oxholm, Shelburne firefighter who recently passed away.

7. NEW BUSINESS INTRODUCTION: Shelburne Farmers Market

Postponed to a future meeting because Jeanne Valliere, Shelburne Farmers Market Manager, could not attend.

8. GREEN UP DAY UPDATE

Diana Vachon, Town Clerk, shared photos of some of the many volunteers (over 250 people) who helped clean up the town on Green Up Day. There were over 350 bags of trash collected and miles of roadway cleaned. Thanks and appreciation were extended to all the volunteers.

9. CSWD BUDGET PRESENTATION

CSWD Director, Sarah Reeves, reported the CSWD operating budget is funded by user fees, sale of materials and product sales (compost, paint, recyclable). Only a modest increase in the fee at the compost facility is proposed in the budget. Revenues are proposed at \$12,954,793 and expenditures are at \$12,323,072. The delta will be saved in reserve funds. Capital investments will continue at the compost facility, MRF, administration building, and the Drop Off Centers.

10. CBC APPOINTMENT

Ethics Committee

MOTION by Mike Ashooh, SECOND by Cate Cross, to appoint Anne Powell to a three-year term on the Ethics Committee. VOTING by rollcall: unanimous (5-0); motion carried.

11. EQUITY & DIVERSITY TASK FORCE UPDATE

The Selectboard was given an update on the activities of the task force to date. The resolution outlining guiding policies for the Equity & Diversity Committee were discussed. Minor edits were made. The Selectboard will further discuss clarifying language, the number of members on the committee, and having staggered terms at the 5/25/21 meeting.

MOTION by Cate Cross, SECOND by Mike Ashooh, to adopt the resolution as discussed. VOTING by rollcall: unanimous (5-0); motion carried.

There was discussion of the process of making appointments to the committee and that the task force wants people to be invited to apply and will make the appointments rather than the Selectboard. It was noted the resolution that was just approved does not specify the Selectboard makes the committee appointments. It was suggested that the adoption of

the resolution could be revoked and the task force restored in order to provide proposed membership recommendations to the Selectboard at the May 25, 2021 meeting.

MOTION by Luce Hillman, SECOND by Kate Lalley, that the Equity & Diversity Committee has a term of 30 days and the task force is the membership. VOTING by rollcall: majority of ayes; motion carried.

12. PUBLIC HEARING: Wastewater Allocation Ordinance Update

Staff explained the updates are mainly technical corrections and to allow the Water Quality Superintendent or Town Manager to approve allocations.

MOTION by Mike Ashooh, SECOND by Jerry Storey, to open the public hearing to consider updates to the wastewater allocation ordinance. VOTING by rollcall: unanimous (5-0); motion carried.

The public hearing was opened at 9:10 PM.

MOTION by Mike Ashooh, SECOND by Jerry Storey, to allow the ordinance to be read by title only with explanation and discussion to follow. VOTING by rollcall: unanimous (5-0); motion carried.

The amendments to the ordinance were mentioned including language to allow appointment of a designee to grant sewer allocation requests, connections outside the sewer service areas to mirror state regulations that specify 210 gpd for a single-family residence and 67% of 210 gpd allocation for accessory apartments, update on a three year allocation cycle, and extending the facilities life expectancy for six years. Attachment B showing reserve capacity was reviewed.

MOTION by Kate Lalley, SECOND by Mike Ashooh, to close the public hearing. VOTING by rollcall: unanimous (5-0); motion carried.

The public hearing was closed at 9:33 PM.

MOTION by Mike Ashooh, SECOND by Kate Lalley, to adopt the wastewater allocation ordinance as amended and to adopt Attachments A & B as presented. VOTING by rollcall: unanimous (5-0); motion carried.

13. PUBLIC HEARING: New Road Naming and 911 Numbering Ordinance

Staff explained the ordinance codifies existing practices for road naming and 911 addressing per state guidelines, and will require landowners to post addresses.

MOTION by Mike Ashooh, SECOND by Kate Lalley, to open the public hearing on the new road naming and 911 numbering ordinance. VOTING by rollcall: unanimous (5-0); motion carried.

The public hearing was opened at 9:36 PM.

MOTION by Kate Lalley, SECOND by Mike Ashooh, to allow the ordinance to be read by title only with explanation and discussion to follow. VOTING by rollcall: unanimous (5-0); motion carried.

Mike Ashooh asked about recourse or appeal of fines for violations. Lee Krohn said language on appeals is per standard practice for civil violations. There was mention of informing the public on the need for numbering signs.

MOTION by Mike Ashooh, SECOND by Luce Hillman, to close the public hearing. VOTING by rollcall: unanimous (5-0); motion carried.

The public hearing was closed at 9:41 PM.

MOTION by Mike Ashooh, SECOND by Jerry Storey, to adopt the new road naming and 911 numbering ordinance as presented. VOTING by rollcall: unanimous (5-0); motion carried.

14. PUBLIC HEARING: Extension of COVID related interim zoning bylaws
Lee Krohn explained the interim zoning bylaw allows outdoor display of signs and conducting business outdoor, and that another year of greater flexibility will allow for a better test of these expanded guidelines for businesses and for the Town.

MOTION by Mike Ashooh, SECOND by Kate Lalley, to open the public hearing on extension of COVID related interim zoning bylaws. VOTING by rollcall: unanimous (5-0); motion carried.

The public hearing was opened at 9:45 PM. There were no comments.

MOTION by Mike Ashooh, SECOND by Kate Lalley, to close the public hearing. VOTING by rollcall: unanimous (5-0); motion carried.

The public hearing was closed at 9:46 PM.

MOTION by Mike Ashooh, SECOND by Kate Lalley, to approve extension of the COVID related interim zoning bylaws until June 30, 2022. VOTING by rollcall: unanimous (5-0); motion carried.

15. HIGHWAY TRUCK LOAN

Finance Director, Peter Frankenburg, explained the financing of \$120,000 with Union Bank at an interest rate of 1.84% and a term of six years for replacement of a highway truck.

MOTION by Kate Lalley, SECOND by Jerry Storey, to approve a loan with Union Bank with the terms as presented. VOTING by rollcall: unanimous (5-0); motion carried.

16. WASTEWATER ALLOCATION

MOTION by Mike Ashooh, SECOND by Kate Lalley, to approve wastewater allocation of 210 gpd for 300 Caspian Lane. VOTING by rollcall: unanimous (5-0); motion carried.

17. WAIVE FOOD TRUCK FEE

MOTION by Kate Lalley, SECOND by Mike Ashooh, to waive the \$25 application fee for food truck vendors at the Make-A-Wish fund raising event. VOTING by rollcall: unanimous (5-0); motion carried.

18. ADJOURNMENT

MOTION by Mike Ashooh, SECOND by Kate Lalley, to adjourn the meeting. VOTING by rollcall: unanimous (5-0); motion carried.

The meeting was adjourned at 9:52 PM.

RScty by tape: MERiordan

For the Selectboard

Date