

**TOWN OF SHELBURNE
SELECTBOARD
MINUTES OF MEETING
June 8, 2021**

***Meeting held via teleconference.**

MEMBERS PRESENT: Mike Ashooh (Chair), Kate Lalley, Jerry Storey, 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 Scott (Media Factory), Susan McLellan, Don Porter, Gail Albert, Jane and Tom Zenaty, Tom Tompkins, Patricia Fontaine, Bill Deming, Christine Haines, Joyce George, Nicci Micco, Maura O'Neill, Mike Donahue, Tom Karlhuber, Ken Scott, Yasamin Gordon, Jeanne Kaczka-Vailliere.

1. CALL TO ORDER

Chair Mike Ashooh called the teleconference meeting to order at 7 PM.

2. APPROVE AGENDA

MOTION by Cate Cross, **SECOND** by Kate Lalley, to approve the agenda as presented. **VOTING** by rollcall: unanimous (5-0); motion carried.

3. MINUTES

May 25, 2021

MOTION by Cate Cross, **SECOND** by Kate Lalley, to approve the minutes of 5/25/21 with the attachment of the statement read by Cate Cross under "Selectboard Comments" at the 5/11/21 meeting. **VOTING** by rollcall: unanimous (5-0); motion carried.

4. PUBLIC COMMENT

None.

5. SELECTBOARD COMMENTS

- Jerry Storey thanked Ernie Goodrich and crew for the care of the cemetery, and thanked the Veterans Memorial Committee for the Memorial Day Celebration at the Veterans Memorial, and thanked all who commented on the service by Jerry Storey on the Selectboard and as Selectboard Chair.
- Kate Lalley mentioned Shelburne has an 81% vaccination rate to date.
- Cate Cross spoke in support of the law on mail-in ballots for the General Election and the report from the Secretary of State on mail-in ballots for municipal elections.
- Mike Ashooh mentioned the Memorial Day Celebration and honoring of Sam Feitelberg. Mike Ashooh also mentioned Selectboard meeting protocol and suggested

the Selectboard test out collectively agreeing or voting to extend the time set for each agenda item before amending the Selectboard Rules of Procedure.

6. TOWN MANAGER REPORT/UPDATE

Lee Krohn reported:

- Gratitude is extended to the Veterans Memorial Committee for the Memorial Day Celebration.
- Pierson Library received another “Public Places Award”.
- Expanding mail-in voting opportunity is good, but does create a significant workload and expense for municipalities.
- Healthy Living option on the purchase of Lots 6 & 6A has been extended to November 2021. Upgrade of the sewer line on Route 7 will begin in June.

7. EQUITY/DIVERSITY UPDATE

MOTION by Cate Cross, SECOND by Kate Lalley, to adopt the EDTF draft proposal response, dated May 24, 2021. VOTING by rollcall: unanimous (5-0); motion carried.

MOTION by Cate Cross, SECOND by Kate Lalley, to approve the appointment of Jennie Hoenigsberg, Sue Furry-Irish, and Erika Lea to the EDC for one-year terms beginning immediately and ending April 1, 2022. VOTING by rollcall: unanimous (5-0); motion carried.

MOTION by Cate Cross, SECOND by Kate Lalley, to approve the appointment of Joshua Flore, Patricia Fontaine, and Marcela Pino to the EDC for two-year terms beginning immediately and ending April 1, 2023. VOTING by rollcall: unanimous (5-0); motion carried.

There was discussion of the proposed application form for the EDC. Mike Ashooh said his understanding is the form is to be presented to the Selectboard by applicants for consideration of appointment to the committee. At some point the EDC may want to rewrite the CBC application form to reflect more diversity and equity. The Selectboard agreed the EDC can print and distribute the form which was offered to be funded by an anonymous donor. Jerry Storey expressed concern about a donation to a Town committee by an outside source, and suggested any funding for the committee should be Town money or the anonymous donor should be identified. Staff will further research this matter.

8. CURRENT EVENTS UPDATE

Farmers Market

Jeanne Valliere, Shelburne Farmers Market Manager, reported two markets have been held to date at the Palmer property and both were successful. There was discussion and support expressed by the Selectboard and members of the public to return the Farmers Market back to the center of Town. The Palmers were acknowledged for their generosity.

No Mow May

Mike Ashooh reported both positive and negative feedback was received on the mowing endeavor. Many residents were not able to postpone mowing for an entire month, given the extreme growth that occurred this year. There are other ideas that could be considered instead of having lawn, such as pollinator gardens, for example.

9. CBC APPOINTMENT(S)*Shelburne Natural Resources Committee*

The Selectboard interviewed Christine Haines for a position on the Shelburne Natural Resources Committee. Ms. Haines explained her interest in getting involved in the town and applying her background in Environmental Chemistry (focus on water quality).

MOTION by Kate Lalley, SECOND by Jerry Storey, to appoint Christine Haines to the Shelburne Natural Resources Committee to fill the position held by Peg Rosenau beginning immediately and ending April 1, 2023. VOTING: unanimous (5-0); motion carried.

10. STORMWATER UTILITY IMPLEMENTATION UPDATE

Water Quality Superintendent, Chris Robinson, gave an overview of stormwater management in Town and the establishment of the stormwater utility and user fees. The utility and ordinance go into effect July 1, 2021 and billing will begin in the fall.

Gail Albert, Shelburne Natural Resources Committee, urged conserving forest lands which greatly mitigate stormwater runoff.

Don Porter, Shelburne Finance Committee, noted capital costs for stormwater management are out ten years and user fees may cover the capital costs.

Luce Hillman pointed out the budget will need to be adjusted for legal costs associated with easements.

11. PROPERTY TAX DUE DATES; LATE PAYMENT RATES

Lee Krohn reported clarification from the state is needed on property tax “prebates” so staff suggested that the due dates be postponed to the next meeting. Penalty and interest for late payment is suggested at 5% (per Charter) and interest accrual at 1.5% per month (the maximum per Charter). The penalty for late filing of the Homestead Declaration is suggested at 3% of the school tax, as allowed per statute.

MOTION by Jerry Storey, SECOND by Kate Lalley, to set the late payment of property taxes at 5% and the interest rate to accrue on unpaid taxes at 1.5% per month, and further, to set the penalty for late filing of the Homestead Declaration at 3% of the school tax. VOTING by rollcall: unanimous (5-0); motion carried.

12. SELECTBOARD GUIDELINES FOR ESTABLISHING A NEW CBC

Mike Ashooh suggested a three-step process to create a new CBC and then following established protocol once a committee is formed. Consideration of any impact on Town staff must be included (i.e. staff support of a committee once it is formed). Clarification is needed on whether subcommittees go through the CBC process. Mike Ashooh will draft language for consideration at the next meeting.

13. EXECUTIVE SESSION: Labor Relations

MOTION by Jerry Storey, SECOND by Luce Hillman, pursuant to 1 VSA 313 to find that premature public knowledge of labor relation agreements with employees would clearly place the town at a substantial disadvantage. VOTING: unanimous (5-0); motion carried.

MOTION by Jerry Storey, SECOND by Kate Lalley, pursuant to 1 VSA 313 to enter Executive Session to consider labor relations agreements with employees and invite the Town Manager to attend. VOTING: unanimous (5-0); motion carried.

Executive Session was convened at 8:51 PM and adjourned at 9:17 PM.

14. ADJOURNMENT

With no further business and without objection the meeting was adjourned at 9:18 PM.

RScty by tape: MERiordan

For the Selectboard

Date