



# Town of Shelburne, Vermont

SELECTBOARD MEETING Temporary Draft Minutes

June 12, 2018, 7:00 P.M.

Meeting Room #1, Shelburne Town Offices, 5420 Shelburne Road, Shelburne, Vermont

MEMBERS PRESENT: Jerry Storey (Chair), Jaime Heins (arrived 7:15pm), Mary Kehoe, Josh Dein (Colleen Parker absent)

ADMINISTRATION: Ann Janda, Director of Administration, Chris Robinson Water Superintendent, Betsy Cieplicki, Recreation Director, Peter Frankenburg, Finance Director

MEMBERS OF THE PUBLIC: Linda Riell, Sara and Tom Tompkins, Dave and Sue McLellan, Stuart Morrow, Bruce Nunziata, Jeff McBride, Peggy Coutu, Hannah Frasure, Wendy Seville, Gail Albert

1. **Call to Order** – Jerry Storey called the meeting to order at 7:01pm
2. **\*Consider Approving the Agenda** – Mary Kehoe asked to add an agenda item to consider setting up a committee to discuss synthesizing the various traffic studies for the village center. Jerry suggested it could be added at agenda item 17A. *Motion by Kehoe approving the agenda with this amendment. Seconded by Josh Dein. Passed 3-0.*
3. **\*Consider Approving Selectboard Meeting Minutes of May 22, 2018** - *Motion by Dein to approve. Seconded by Kehoe. Passed 3-0.*
4. **Public Comments**
5. **Selectboard Comments**
6. **Town Manager Report**
7. **\*Consider Appointing Rene Gagnon to Cemetery Commission** - *Motion by Dein to appoint Rene Gagnon to the Cemetery Commission to a term ending April 1, 2020. Seconded by Kehoe. Passed 3-0.*
8. **\*Consider Appointing Hannah Frasure as a Student Member of the Shelburne Natural Resources and Conservation Committee** - *Motion by Kehoe to appoint Hanna Frasure to the Shelburne Natural Resources and Conservation Committee as a non-voting, student member with a term ending April 1, 2019. Seconded by Heins. Passed 4-0.*
9. **\*Consider Approving Second Class Liquor License for 5637 Shelburne Rd. (Jiffy Mart)** – *Motion by Heins to commence a hearing as liquor control commissioners. Seconded by Dein. Passed 4-0. Motion by Heins to approve a second class liquor license for 5637 Shelburne Road, Jiffy Mart, for the sale of malt or vinous beverages to the public for consumption only off premises. Seconded by Dein. Passed 4-0. Motion by Kehoe to close the hearing as liquor control commissioners. Seconded by Heins. Passed 4-0.*
10. **Initial Presentation of Beach House Design** – No action taken.
11. **\*Consider Approval of FY 18-19 Wastewater Budget** – *Motion by Kehoe to approve the FY18-19 Wastewater Budget as presented. Seconded by Heins. Passed 4-0.*
12. **\*Consider Approving Wastewater Upgrade Change Order – Chris Robinson, Water Quality Superintendent** - *Motion by Kehoe to authorize a change order to the improvements to Shelburne's sewer collection system project in the amount of \$183,000. Seconded by Dein. Passed 4-0.*
13. **\*Consider Approval of FY19 Municipal Roads Grants-in-Aid Program for \$16,625 (Due June 22)** - *Motion by Kehoe to approve Shelburne's participation in the FY19 Municipal Roads Grants-in-Aid Program. Seconded by Dein. Passed 4-0.*

14. **\*Consider Approval of 2018 Bike Ped Program Grant Application for Irish Hill Road (Due June 22) – Motion by Kehoe to authorize the Town Manager to seek 2018 VTrans Bicycle and Pedestrian Program grant funding for the Irish Hill Bicycle and Pedestrian Facility. Seconded by Heins. Passed 4-0.**

15. **Shelburne Employee Core Values Project Presentation – No action taken.**

16. **\*Consider Approving the Following Financing Items:**

**Execution of loan documents with the Vermont Municipal Bond Bank in the amount of \$2,000,000 for construction of the Library and Town Center improvements - Motion by Kehoe to approve execution of loan documents with the Vermont Municipal Bond Bank in the amount of \$2,000,000 for construction of the Library and Town Center Improvements. Seconded by Heins. Passed 4-0.**

**Approval of a loan in the amount of \$70,000 with Union Bank for purchase of a Highway Department truck - Motion by Kehoe to approve a 1 year loan in the amount of \$70,000 with Union Bank at an interest rate of 1.99% for the purchase of a Highway Department truck. Seconded by Heins. Passed 4-0.**

**Approval of a loan in the amount of \$90,000 with Union to finance capital improvements completed in FY 2017 - Motion by Kehoe to approve a 2 year loan in the amount of \$90,000 and interest rate of 2.1% with Union Bank to finance capital improvements completed in Fiscal Year 2017. Seconded by Heins. Passed 4-0.**

17. **\*Consider Appointing Ravi Venkataraman as Assistant Zoning Administrative Officer per Section 147-7.6(5) of the Town Charter – Motion by Heins to appoint Ravi Venkataraman as Shelburne’s Assistant Zoning Administrative Officer retroactive as of June 5, 2018. Seconded by Kehoe. Passed 4-0.**

17A. (as amended) **Consider setting up a committee to discuss synthesizing the various traffic studies for the village center – Motion by Kehoe to have the Interim Town Manager, Lee Krohn, and Planning Director, Dean Pierce put together ideas for synthesizing various traffic studies by means of either a summit or some other way, to develop a prioritization process. Seconded by Storey. Passed 4-0.**

18. **\*Consider Entering Executive Session under the Provisions of 1 VSA 313 (1) (B) regarding Labor Relations - AFSCME Union contract negotiations with employees, where premature general public knowledge would clearly place the Town at a substantial disadvantage**

*Motion by Heins that Under the Provisions of 1 VSA 313 (1) (B) to Find Premature Public Knowledge of Contract Negotiations Would Clearly Place the Town at a Substantial Disadvantage. Seconded by Kehoe. Passed 4-0*

*Motion by Heins to, under the provisions of 1 VSA Section 313 (1) (B), enter Executive Session regarding contract negotiations. Seconded by Kehoe. Passed 4-0.*

Executive Session entered 9:25pm

Executive Session ended 9:35pm

*Motion by Storey to adopt and ratify the AFSCME Agreement subject to approval in substance by the Town Attorney. Seconded by Heins. Passed 4-0.*

19. **\*Adjourn – Motion by Storey to adjourn. Seconded by Heins. Passed 4-0.**

Respectfully submitted by Ann Janda. These draft minutes are temporary until the official minutes are received.