

**TOWN OF SHELBURNE
SELECTBOARD
MINUTES OF MEETING
October 23, 2018**

MEMBERS PRESENT: Jerry Storey (Chair); Colleen Parker, Mary Kehoe, Jaime Heins, Josh Dein.
ADMINISTRATION: Lee Krohn, Interim Town Manager; Peter Frankenburg, Finance Director.
OTHERS PRESENT: Sign-in sheet on file in town office.

1. CALL TO ORDER

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

2. APPROVE AGENDA

MOTION by Josh Dein, SECOND by Jerry Storey, to approve the agenda with the amendment to address the Burris legal matter prior to the Vermont Railway case in Executive Session. VOTING: unanimous (5-0); motion carried.

3. CITIZEN PARTICIPATION & PUBLIC COMMENT

Ruth Hagerman gave a brief update on the library project stating that the foundation walls of the new building are being poured and excavation for the perimeter drain around town hall is underway. The fall fund raising campaign has started with a generous donation that allows quadrupling contributions of less than or equal to \$75,000.

4. EXECUTIVE SESSION

Interviews for Town Manager Position

MOTION by Colleen Parker, SECOND by Jaime Heins, to find that premature public knowledge of the appointment, employment or evaluation of a public officer or employee would clearly 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 of premature public knowledge of appointment, employment, or evaluation of a public officer or employee placing the town at substantial disadvantage to go into Executive Session pursuant to 1VSA313(3) to interview candidates for the Town Manager position. VOTING: unanimous (5-0); motion carried.

Executive Session was convened at 7:10 PM.

MOTION by Mary Kehoe, 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 10:30 PM.

5. TOWN MANAGER SEARCH PROCESS UPDATE

The Selectboard interviewed three candidates for the Town Manager position. Any decision will be forthcoming. There will be further consideration of candidates at the upcoming special meetings of the Selectboard.

6. APPROVE MINUTES

September 11, 2018

Postponed.

October 9, 2018

MOTION by Mark Kehoe, SECOND by Josh Dein, to approve the 10/9/18 minutes as written. VOTING: unanimous (5-0); motion carried.

7. LOAN AGREEMENT: Sewer Collection System Improvements

Peter Frankenburg explained the change order for the sewer upgrade work that increases the loan amount from \$1.831 million to \$2.014 million.

MOTION by Mary Kehoe, SECOND by Colleen Parker, to approve the loan agreement with the Vermont Municipal Bond Bank in the amount of \$2,014,153 for sewer collection improvements. VOTING: unanimous (5-0); motion carried.

8. LOAN APPLICATION: Highway Department Bucket Loader

Peter Frankenburg explained the application to purchase a new bucket loader for the Highway Department because parts for the existing machine are no longer available. The cost of the new machine is \$138,000 less \$35,000 trade-in of the old machine and \$5,000 from the Highway Equipment Replacement Fund. The loan application is for \$100,000 at 2% interest with a five year term.

MOTION by Colleen Parker, SECOND by Mary Kehoe, to approve the loan application with the Vermont Municipal Equipment Loan Fund for \$100,000 over 5 years at 2% interest for the purchase of a bucket loader for the Highway Department. VOTING: unanimous (5-0); motion carried.

9. CONFERENCE EXPENSE FOR SELECTBOARD MEMBERS

Jerry Storey suggested \$200 from the Selectboard discretionary fund be set aside for each member to use to attend conferences or other enrichment/informational events to benefit service to the town while on the Selectboard.

10. BUDGET PREPARATION SCHEDULE & WORK PLAN

The Selectboard reviewed and concurred with the budget schedule. The date of November 14, 2018 was corrected to November 13, 2018.

11. EXECUTIVE SESSION

Executive Session to discuss candidates for the Town Manager position and the legal cases of Burriss and Vermont Railway was postponed to the special meeting on 10/25/18.

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 11 PM.

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