



Town of Shelburne, Vermont

SELECTBOARD MEETING AGENDA
SHELburnE TOWN OFFICES, 5420 SHELburnE ROAD
Tuesday, April 12, 2022, 7:00 P.M.
Hybrid Meeting – in person and via Zoom

Join SELECTBOARD Zoom Meeting

<https://us02web.zoom.us/j/89300777624?pwd=eWl4RnBJeUZQSDFpZmZQRU9aRjRsQT09>

Meeting ID: 893 0077 7624; Passcode: z88zVT

Dial by your location

+1 312 626 6799 US (Chicago)

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Meeting ID: 893 0077 7624; Passcode: 461584

Call to Order/Roll Call	7:00 P.M.
*Approve Agenda	7:05 P.M.
*Approve meeting minutes of March 15, 22, and 30, 2022	7:05 P.M.
Public Comments re: items not on the agenda	7:05 P.M.
Selectboard Comments	7:15 P.M.
Town Manager Report	7:20 P.M.
*CBC Appointments	7:35 P.M.
*Social Services Committee – proposed charter update and membership increase	7:45 P.M.
*Property tax revenue update	7:55 P.M.
*Congressional project (“earmark”) proposal?	8:05 P.M.
*”Mow Less May” proposal	8:25 P.M.
*Selectboard Retreat planning/logistics	8:30 P.M.
*Authorize paving grant application	8:45 P.M.
*Authorize taking the “Standard Allowance” under final ARPA rules	8:50 P.M.
*Adjourn	9:00 P.M.



Town of Shelburne, Vermont

SELECTBOARD MEETING
ANNOTATED AGENDA
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Hybrid Meeting – in person and via Zoom

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Town Manager Report	7:20 P.M.
*CBC Appointments	7:35 P.M.

As you recall, we recently adopted a temporary extension for CBC members whose terms would otherwise have expired at the end of March – that was for up to two months, or until reappointments could be made, whichever came sooner. Thanks to Nini Anger’s work to contact CBC members, we now have clarity in this matter. As you’ll see on the attached document, nearly all sitting members of our CBCs seek appointment. Given the wide array of reappointments and varying term expirations, a single motion to reappoint all of these CBC members for the terms as noted might be more efficient than making separate motions for all of the individual members and CBCs. If so, then:

MOTION: I move to reappoint members to Shelburne’s CBCs for the terms noted on the document titled 2022 CBC REAPPOINTMENTS AND TERM EXPIRATIONS.

We will then advertise very shortly for the several positions that remain unfilled.

***Social Services Committee – proposed charter update and membership increase 7:45 P.M.**

As you'll see in the attached documents, this committee asks the Selectboard to update its 'charter' and increase the number of members. I anticipate a brief presentation from Chair Sue Furry-Irish. If the Selectboard agrees with the proposed changes, then:

MOTION: *I move to adopt the updated charter for the Social Services Committee as proposed.*

***Property tax revenue update 7:55 P.M.**

Finance Director Peter Frankenburg will present data on this year's property tax receipts, the third installment of which was due in mid-March.

***Congressional project ("earmark") proposal? 8:05 P.M.**

As you may recall, Congress reauthorized last year after years of absence the program known as "Congressionally Directed Funding" – previously known as "earmarks". Briefly: members of Congress seek ideas for projects from their constituents, vet them through their own internal process, and submit a limited list for consideration. Congress as a whole then determines funding awards nationwide; these are direct appropriations for specific projects.

This process has launched again this year. Congressman Peter Welch and Senator Bernie Sanders have both reached out seeking suggestions, and as before, the timeframe is short for consideration. Applications are due by April 18 (Welch) and April 22 (Sanders). This is a highly competitive process, but as we've said before, you know the answer if you don't try.

The universe of possibility is quite expansive, yet funding is not unlimited; and as always, proposing a unique, specific, tangible, affordable, and achievable project with broad community benefit is always more likely to gain attention.

One idea might be life safety, structural, and operational upgrades needed for the Rescue Squad building. Rough total estimate is in the \$80K+ range. Another idea might be to create bike/ped linkages from both ends of the Ti Haul Trail to Shelburne Farms, along Harbor Road and Bay Road. Together, these would create a recreational loop and enhance bike/ped connectivity between multiple public facilities and attractions (Village core sidewalk connectivity, SCS, Dog Park, Bay Park, Fishing Access, Shelburne Farms...). I will check with Paul Goodrich again on an estimated cost for this. Either of these could also be candidates for use of ARPA funds, but it's always worth seeking funding opportunities. Other ideas may arise, but as noted, time is short, so better to choose something than nothing.

In theory, we could make separate requests for separate projects from each Congressman, but whether that may help or hinder our chances as compared with making the same request of both is anyone's guess. If the Board supports applying for anything, then:

MOTION: *I move that the Selectboard authorize an application (or applications) for Congressionally Directed Funding for (insert specified project or projects), and to authorize the Selectboard Chair and Town Manager to sign any documents needed for this purpose.*

***"Mow Less May" proposal**

8:25 P.M.

As you'll recall, the Town created a "No Mow May" concept last year as a way to promote an ecological ethic, and as an adjunct to the "Raise the Blade" campaign encouraging us all to mow grass no shorter than 3" tall to promote stormwater absorption and decrease runoff of sediment and other materials. It has been suggested that delaying yard/garden cleanup during the month of May can be very helpful for pollinator species. While some embraced that concept last year, others found it perhaps a bit extreme. Thus, the suggestion for this year of "Mow Less May".

***Selectboard Retreat planning/logistics**

8:30 P.M.

As decided recently, the Selectboard will hold a retreat on Saturday, April 30, from 2:00 – 6:00 P.M. in the Pierson Library Community Room (and via Media Factory livestream and Zoom). These retreats are intended to provide an opportunity for a 'deeper dive' into key community issues outside of the routine format and framework of regular Selectboard meetings. Being just a few weeks away, it seemed prudent to carve out some time for the Board to discuss how it would like to structure these conversations, and to confirm the issues it wishes to discuss with the community. Topics suggested to date include capital planning, uses of ARPA funds, and regulatory reform. Other ideas may arise, as well. As with all that we do, it will be helpful to consider the number and nature of topics, and to allocate reasonable timeframes for each as best can be anticipated. You had also received a suggestion that a facilitator might be useful to help structure and guide these conversations, so you may wish to consider that idea as well.

***Authorize paving grant application**

8:45 P.M.

Finance Director Peter Frankenburg and Highway Superintendent Paul Goodrich will speak to this matter. If the Board is so inclined to authorize this application, then:

MOTION: *I move to authorize submittal of a paving grant application as proposed, and that the Board sign the required documents (attached for your review).*

***Authorize taking the "Standard Allowance" under final ARPA rules**

8:50 P.M.

Under the final Treasury rules governing use of federal ARPA funds, municipalities that may have experienced up to \$10,000,000 in lost revenues due to the pandemic may take the full amount of their ARPA award as a so-called "standard allowance", meaning that we may use our entire award for more purposes than were contemplated originally. Note that unlike most federal programs, ARPA funds may also be used as the local match to other federally funded projects. However, ARPA funds may not be used to pay down loans or other existing debt.

Taking the standard allowance also offers the advantage of simplified reporting procedures. Note that there is no requirement to actually document such 'lost revenues', nor prove that any revenues were even lost. VLCT recommends strongly that Vermont municipalities take this approach, finds no downside risk to doing so, and has advised that legislative bodies formally adopt this approach to document it for the record. If we take this approach, then we must certify to this in the ARPA portal by April 30. Presuming that the Selectboard will agree that this is beneficial, then:

MOTION: I move that the Town of Shelburne take the "standard allowance" as provided by the US Department of Treasury Coronavirus State and Local Fiscal Recovery Funds final rules for purposes of allocating federal ARPA funds for local purposes.

***Adjourn**

9:00 P.M.

A VIDEO RECORDING OF THE MEETING IN ITS ENTIRETY IS AVAILABLE THROUGH VERMONTCAM.ORG. THE WRITTEN MINUTES ARE A SYNOPSIS OF THE DISCUSSION AT THE MEETING. MOTIONS ARE AS STATED BY THE MOTION MAKER. MINUTES SUBJECT TO CORRECTION BY THE SHELBURNE SELECTBOARD. CHANGES, IF ANY, WILL BE RECORDED IN THE MINUTES OF THE NEXT MEETING OF THE BOARD.

**TOWN OF SHELBURNE
SELECTBOARD
MINUTES OF SPECIAL SESSION
March 15, 2022**

***Hybrid meeting held via teleconference and in-person.**

MEMBERS PRESENT: Mike Ashooh (Chair), Luce Hillman, Kate Lalley, Matt Wormser. (Cate Cross was absent.)
ADMINISTRATION: Lee Krohn, Town Manager; Nini Anger, Executive Assistant to the Town Manager.
OTHERS PRESENT: Members of the public participating in the meeting included Linda Riell, Sean Moran, Corey McDonald, Lee Suskin, Mike Donoghue, Media Factory.

1. CALL TO ORDER

Chair Mike Ashooh called the hybrid in-person and teleconference meeting to order at 7 PM.

2. APPROVE AGENDA

MOTION by Matt Wormser, SECOND by Luce Hillman, to approve the agenda as presented. VOTING: unanimous (4-0); motion carried.

3. APPEAL: Denial of Public Records Request by Corey McDonald

TESTIMONY

Town Manager, Lee Krohn, explained in an effort to be prudent and cautious with matters potentially involving Human Resources and personnel, the public records request for the document from Jim Baker's investigation of events at the Police Department was denied based on two counts under 1VSA317 relative to personal and personnel documents and inter- and intra-departmental communications preliminarily of policy or actions. The decision from the Selectboard on the appeal must be issued in writing by March 18, 2022 at the latest.

Appellant, Corey McDonald, stated the statute, 1VSA317(c)(7), is clear that documents relating to the management and direction of a law enforcement agency are subject to public record requests. The Selectboard is asked to reconsider the denial of the request for public records relative to the document from Jim Baker.

PUBLIC COMMENT

Sean Moran asked for clarification of the scope of work by Jim Baker per the contract and the cost. Mike Ashooh read the letter of agreement between the Town of Shelburne and Mr. Baker. The letter was made available to the public.

Lee Suskin stated in a quasi-judicial hearing any conflict of interest or ex parte communication with the Town Manager or the appellant needs to be disclosed. [The Selectboard members said they had no conflicts of interest or ex parte communications.] Lee Suskin also suggested portions of the document that the Town Manager felt could not

be disclosed could be redacted and the redacted document could be released. [The appellant argued redactions could be made, but on the whole the record constitutes records relating to direction of a law enforcement agency. Lee Krohn stated the report from Jim Baker is brief and to the point and would be difficult to redact and not simply disclose all information.] Lee Suskin referred to guidance from the Secretary of State relative to free and open government records, promoting transparency, accountability, and better decision making in government, and noted the Vermont Supreme Court supports the right to access public documents with the identity or motive of the request being irrelevant.

Mike Donoghue pointed out Jim Baker is not a town employee so the report is not inter- or intra-departmental communications. The report is a straight contract item and should be released. The Vermont Constitution says when in doubt give it out. Also, there is question whether this is a quasi-judicial matter. [It was noted only the Selectboard, Town Attorney, and Town Manager have seen the report. Lee Krohn said in his opinion conversation between the Town Manager and the Selectboard constitutes intra- or inter-departmental communications.]

4. DELIBERATIVE SESSION

MOTION by Matt Wormser, SECOND by Luce Hillman, to go into deliberative session. VOTING: unanimous (4-0); motion carried.

Deliberative session was convened at 7:26 PM and the regular meeting resumed at the conclusion of deliberative session.

5. ACTION FOLLOWING DELIBERATIVE SESSION

Mike Ashooh announced the Selectboard agreed the report can be released with some redactions to avoid compromising privacy. The Selectboard will consult with an attorney on who does the redaction and will release the redacted report by the end of the day on 3/18/22.

6. ADJOURNMENT

MOTION by Luce Hillman, SECOND by Matt Wormser, to adjourn the meeting. VOTING: unanimous (5-0); motion carried.

The meeting was adjourned at PM.

RScty by tape: MERiordan

For the Selectboard

Date

A VIDEO RECORDING OF THE MEETING IN ITS ENTIRETY IS AVAILABLE THROUGH VERMONTCAM.ORG. THE WRITTEN MINUTES ARE A SYNOPSIS OF THE DISCUSSION AT THE MEETING. MOTIONS ARE AS STATED BY THE MOTION MAKER. MINUTES SUBJECT TO CORRECTION BY THE SHELBURNE SELECTBOARD. CHANGES, IF ANY, WILL BE RECORDED IN THE MINUTES OF THE NEXT MEETING OF THE BOARD.

**TOWN OF SHELBURNE
SELECTBOARD
MINUTES
March 22, 2022**

***Hybrid meeting held via teleconference and in-person.**

MEMBERS PRESENT: Mike Ashooh (Chair), Luce Hillman, Cate Cross, Kate Lalley, Matt Wormser.

ADMINISTRATION: Lee Krohn, Town Manager; Peter Frankenburg, Finance Director; Adele Gravitz, Planning Director.

OTHERS PRESENT: Members of the public participating in the meeting included Allyson Myers, Andrea's iPad, Ann Hogan, Anne Powell, Barbara Jewett Noyes, Barbara Johnson, Becky, Bill Deming, Bill Keogh, Bob, Bret Gardner and Abby Hill, Catherine's iPad, Chris Latta, Claire Pro's iPad, Corey McDonald, DF Penar, DL Pierce, Don Porter, Don Rendall, Donna Fialkoff, Elizabeth Nickerson, Erin Auer, Fab DeFazio, Gail Albert, Greg Doremus, iPad, James Mack, Jane Zenaty, Jason Grignon, Jay Kelly, JC, Jess Neubelt, Jessica Trautwine, John McNeil, Joyce George, Julia Shrier, Lee Suskin, Liam Murphy, Lily O'Brien, Lisa Merrill, Irider, Mark MARY, Mary Kehoe, Maureen, Miranda Lescaze#CHT, Monica Lalime, Nancy & Chris Badami, Norm Blais, P Worrall, Peggy Coutu, Pete Serisky, Rachel Smith, Ron Bouchard, Rosalyn Graham, Rowland Davis, Sharon Glezen, Shelburne Town Host, Stephen Baietti & Julia Ely, Steve Kendall, Susan, Susan Jean Hull Grasso, Susan McLellan, Thomas Schramm, Tom Karlhuber, Tom Zenaty, Tracey Beaudin, Wanda Morgan, Rene Sanchez, Mike Donoghue, Media Factory.

1. CALL TO ORDER

Chair Mike Ashooh called the hybrid in-person and teleconference meeting to order at 7 PM.

2. APPROVE AGENDA

MOTION by Kate Lalley, SECOND by Matt Wormser, to add a water system grant application to the agenda and approve the revised agenda. VOTING: unanimous (5-0); motion carried.

3. MINUTES

March 8, 2022

MOTION by Cate Cross, SECOND by Matt Wormser, to approve the minutes of 3/8/22 as presented. VOTING: unanimous (5-0); motion carried.

4. PUBLIC COMMENT

- There were comments and questions on the following:
 - Report from Jim Baker relative to staff leaving the police and dispatch departments and recommendations for dealing with the leadership issue
 - Potential conflicts of interest with who did the redactions in the Jim Baker document released to the public
 - Having a more neutral party negotiating with the police union on the police contract
 - Contract (Letter of Hire) with the Police Chief and federally protected medical leave
 - Course of action with “officer redacted” in the report
 - Having all the town’s boards, committees, commissions take a refresher course on ethics and the town’s ethics policy.
- Champlain Valley School District Superintendent Sanchez thanked the voters for supporting the school budget and bond, and mentioned upcoming opportunities for community feedback, the equity audit and five-year strategic plan.

5. SELECTBOARD COMMENTS

- Positive comment was made on the ceremony for Olympic medal winner, Megan Nick.
- The need for an official policy on transparency was mentioned as was the town’s obligation to protect personnel privacy and the town from legal exposure.
- New applications/applicants should be sought when making a new commission to avoid having the same people serve and having the same results.
- The recent passing of Jerry Storey was mentioned. Kind words were said about Mr. Storey’s contribution and dedication to the town.

6. TOWN MANAGER REPORT/UPDATE

Lee Krohn reported:

- Thanks to all who helped with the “Megan Nick Day” ceremony.
- Jerry Storey will be remembered for putting his heart and soul into the town every day.

7. JERRY STOREY MEMORIAL

MOTION by Matt Wormser, SECOND by Kate Lalley, to ask the Town Manager to place a bench at Memorial Park in memory of Jerry Storey and his service to the town. VOTING: unanimous (5-0); motion carried.

8. CBC APPOINTMENT(s)

Planning Commission

MOTION by Kate Lalley, SECOND by Cate Cross, to (re)appoint Marla Keene, Stephen Selin, and Steven Kendall to the Planning Commission each for full three-year terms to end April 1, 2025. VOTING: unanimous (5-0); motion carried.

Pierson Library Board of Trustees

MOTION by Cate Cross, SECOND by Matt Wormser, to (re)appoint Holly Brough, Becky Jewett, and Lisa Merrill to the Pierson Library Board of Trustees each for three-year terms ending April 1, 2025. VOTING: unanimous (5-0); motion carried.

Pierson Library Board of Trustees – Student Members

MOTION by Kate Lalley, SECOND by Cate Cross, to appoint Julia Shrier as a student representative on the Pierson Library Board of Trustees for a two-year term beginning April 1, 2022 and ending April 1, 2024. VOTING: unanimous (5-0); motion carried.

MOTION by Kate Lalley, SECOND by Cate Cross, to appoint Lily O’Brien as a student representative on the Pierson Library Board of Trustees for a two-year term beginning April 1, 2022 and ending April 1, 2024. VOTING: unanimous (5-0); motion carried.

Extended Terms on Advisory CBCs

MOTION by Matt Wormser, SECOND by Cate Cross, to extend the terms of all members of advisory CBCs that expire March 30, 2022 for up to two months or until current members are either reappointed or new members are appointed to fill seats to be vacated whichever is sooner. VOTING: unanimous (5-0); motion carried.

CBC openings will be publicized per past practice.

9. AUTHORIZE GRANT APPLICATION(S)*SCHIP’s Grant*

MOTION by Cate Cross, SECOND by Kate Lalley, to approve the Shelburne Equity & Diversity Committee request for a SCHIP grant application. VOTING: unanimous (5-0); motion carried.

Water Grant

MOTION by Kate Lalley, SECOND by Matt Wormser, to authorize the Shelburne Water Superintendent to apply for a water grant to provide for hydraulic analysis of various infrastructure related to water in the town with the understanding that up to 100% of the grant up to \$100,000 may be reimbursable. VOTING: unanimous (5-0); motion carried.

10. PUBLIC HEARING: Proposed Interim Zoning

MOTION by Cate Cross, SECOND by Kate Lalley, to open the public hearing on the interim zoning proposal to limit the height of multi-family buildings to two stories in the Mixed Residential Character District. VOTING: unanimous (5-0); motion carried.

The public hearing was opened at 7:53 PM. The Selectboard noted the amendment does not reduce density and could increase sprawl. There was mention of laying out steps to reconsider density in the district and having the Planning Commission review form-based

code to bring a proposal to the Selectboard. It was pointed out that there are three- and four-story buildings in the area and taller buildings may have a smaller footprint. The Act 250 permit and stormwater management will have an impact on controlling building coverage and density.

COMMENTS

Comments from the public included:

- Support for the interim zoning proposal because multi-family buildings are not in character with a low-density residential area.
- Scheduling another public hearing to consider a one-year moratorium on use of form based code in the Mixed Residential Character District to allow the Planning Commission time to review current provisions in the code and in the town plan relative to density, size of structures, and consistency with the town plan, and to produce a report to the Selectboard in the next nine months to allow time for the Selectboard to review the Planning Commission's recommendations before the one-year moratorium expires.

**MOTION by Kate Lalley, SECOND by Cate Cross, to close the public hearing.
VOTING: unanimous (5-0); motion carried.**

The public hearing was closed at 8:05 PM.

MOTION by Luce Hillman, SECOND by Cate Cross, to reject the interim zoning bylaw proposal limiting the height of multi-family buildings to two stories in the Mixed Residential Character District of the Form Based Overlay District.

DISCUSSION:

- **It was noted the underlying density issue was not addressed and will be acted on independent of the proposal.**

VOTING: unanimous (5-0); motion carried.

NEXT STEPS

There was discussion of giving the Planning Commission a targeted, achievable objective to allow for a quicker turnaround, focusing on the Mixed Residential Character District in the short term and the entire Route 7 corridor under one zoning code in the long term. Planning Director, Adele Gravitz, suggested focusing on density. There was public comment in support of a moratorium on form based zoning to allow time to work out issues and referring to the form based code founding document with the notion of massing, shape, intensity of development, and vision for the corridor (illustrative plan). There was also comment that the development proposal under discussion was done following all the rules in place, and the developer was willing to work with the neighbors. There was suggestion that areas off Route 7 which are residential should not be included in the Route 7 corridor (railroad tracks to Route 7 roadway), and that residences should be concentrated in areas where there is access to services via walking or biking.

The Selectboard will draft a summary of concerns and what the Selectboard is looking for from the Planning Commission.

11. SCHEDULE SELECTBOARD RETREAT

Potential date: April 30, 2022 from 2 PM to 6 PM in the Community Room. Possible topics include use of ARPA funding, bigger vision for the town (Council on Rural Development), zoning & planning.

12. LIQUOR LICENSE RENEWALS

MOTION by Kate Lalley, SECOND by Cate Cross, to suspend the regular meeting and convene the Shelburne Liquor Control Commission. VOTING: unanimous (5-0); motion carried.

MOTION by Luce Hillman, SECOND by Cate Cross, to approve the liquor license applications for businesses as stated in the memo, dated March 22, 2022. VOTING: unanimous (5-0); motion carried.

MOTION by Kate Lalley, SECOND by Cate Cross, to adjourn the Liquor Control Commission meeting and resume the Selectboard meeting. VOTING: unanimous (5-0); motion carried.

13. EXECUTIVE SESSION: Personnel

MOTION by Luce Hillman, SECOND by Kate Lalley, pursuant to 1VSA313 to go into Executive Session to consider the appointment or employment or evaluation of a public officer or employee, and to invite the Town Manager to participate. VOTING: unanimous (5-0); motion carried.

Executive Session was convened at 9:12 P.M.

MOTION by Matt Wormser, SECOND by Kate Lalley, to resume the regular meeting. VOTING: unanimous (5-0); motion carried.

The regular meeting resumed at 9:59 P.M.

14. ADJOURNMENT

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

The meeting was adjourned at 10:00 P.M.

RScty by tape: MERiordan

For the Selectboard

Date

SHELBURNE SELECTBOARD

Special Meeting Minutes

March 30, 2022

Present: Chair Mike Ashooh, Vice Chair Cate Cross, Kate Lalley, Luce Hillman, Matt Wormser. Also Town Manager Lee Krohn, Town Attorney Kristen Shamis, Acting Police Chief Michael Thomas, Linda Riell, Mike Donoghue, James Mack, Josh Flore, Norm Blais, Carol Smith, David Hall, Eric, iPhone, Jean-Henri LaPierre, Kate's iPhone, Laura Kingsland, Linda Goodrich, Name (Original Name), Peggycoutu, Peter, Steve Mayfield, Susan, William J Keogh

Chair Mike Ashooh called the hybrid meeting to order at 6:00 P.M.

Motion by Cate Cross to approve the meeting agenda; seconded by Matt Wormser and approved 4-0 (Kate Lalley was not yet present). A question was raised whether public comment would be permitted. Motion by Cate Cross to amend the agenda to add public comment after the executive session; seconded by Luce Hillman and approved 4-0 (Kate Lalley was not yet present). Further question was raised seeking public comment before the executive session. Motion by Matt Wormser to further amend the agenda to allow public comment before the executive session; seconded by Luce Hillman and approved 4-0 (Kate Lalley was not yet present).

Public comment was offered hoping that information will be made public about any action that may be taken.

Motion by Luce Hillman to find that premature general public knowledge of a potential settlement agreement with an employee would clearly place the public body or a person involved at a substantial disadvantage; seconded by Cate Cross and approved 4-0 (Kate Lalley was not yet present).

Motion by Luce Hillman to enter an executive session to consider a contract, mediation, and confidential attorney-client communications and to invite Town Manager Lee Krohn and Town Attorney Kristen Shamis into the executive session; seconded by Cate Cross and approved 4-0 (Kate Lalley was not yet present).

Kate Lalley arrived at this time. The regular meeting was suspended for the executive session.

The Selectboard exited executive session at 6:45 P.M. Motion by Matt Wormser to resume public session; seconded by Kate Lalley and approved 5-0.

Motion by Matt Wormser to approve the settlement agreement with an employee, as negotiated; seconded by Kate Lalley and approved 5-0.

Motion by Matt Wormser to authorize Lee Krohn to execute the settlement agreement with employee, as negotiated, and to execute any and all related agreements; seconded by Kate Lalley and approved 5-0.

Questions were raised seeking public release of the settlement agreement. The Selectboard's response was that it must be signed and notarized before it's a public document. That will occur the following morning, and the document will be made available then.

Matt Wormser then read a public statement regarding this matter.

With no further questions nor discussion, motion by Matt Wormser to adjourn the meeting; seconded by Kate Lalley and approved 5-0.

The meeting was then adjourned at 6:52 P.M.

Respectfully submitted by Lee Krohn

For the Selectboard

Date

2022 CBC REAPPOINTMENTS AND TERM EXPIRATIONS

DEVELOPMENT REVIEW BOARD

Mike Major – 2023
Anne Bentley – 2023
Robert Plante – 2023
John Day – 2024
David Hillman – 2024
Mark Sammut – 2024
Allyson Myers – 2024
Robert Glover (alt) – 2024
Norm Blais (alt) – 2024
3 - 2023
6 (2 alt) – 2024

PLANNING

Steve Kendall – reappoint to 2025
Marla Keene – reappoint to 2025
Stephen Selin – reappoint to 2025
Deborah Estabrook – 2024
Jean Sirois - 2024
Jason Grignon – NO
Neil Curtis – NO
2 - 2023?
2 - 2024
3 - 2025

HISTORIC PRESERVATION DESIGN REVIEW

Mark Vincent – reappoint to 2025
VACANT (previously Lauren Giannullo) – 2025
Ruth Hagerman – 2023
Ann Milovsoroff – 2023
Fritz Horton – 2024
David Webster – 2024
Tom Koerner – 2024
2 - 2023
3 - 2024
2 - 2025

BIKE & PED/PATH

Kevin Boehmcke – reappoint to 2025
Ted Grozier – reappoint to 2025
Joplin Winstar – 2023
Jessica Coleman – 2023
Andrew Everett - 2023
Jane Pickell – 2024
Charles Jones – 2024
Ted Bovill – 2024
Nicole Carpenter - 2024
Thomas Schramm (student) - 2025
3 - 2023
4 - 2024
2 - 2025

NATURAL RESOURCES & CONSERVATION

Gail Albert – reappoint to 2025
Bob Paquin – reappoint to 2025
Don Rendall – reappoint to 2025
Jon Cocina – 2023
Fred Morgan – 2023
Christine Haines – 2023
Michael Schramm – 2023
Sean MacFaden – 2024
Chandler Noyes 2024
3 – 2025
2 – 2024
4 - 2023

PARKS & REC

Renne Davitt – reappoint to 2025
Kathleen Pudvar – reappoint to 2025
Bruce Whitbeck – reappoint to 2025
Peggy Coutu – 2023
Sue McClellan – 2023
Ann Clark – 2024
Kelli Magnier – 2024
Marv Thomas – 2024
Erin Fina (student) - 2023
3 (1 student) – 2023
3 – 2024
3 – 2025

SOCIAL SERVICES

Linda Riell – reappoint to 2025
Patricia Fontaine – NO
Elaine Limanek – 2024
Barbra Marden - 2024
Sue Irish-Furry – 2024
3 – 2024
2 – 2025

TREE

David Hall – reappoint to 2025
Gail Henderson King – reappoint to 2025
Susan Dunning – 2023
Kelly Murphy Moreton – 2023
Thea Platt – 2023
Todd Warner – 2023
Ann Milovsoroff – 2024
4 – 2023
1 – 2024
2 - 2025

CEMETERY

Ron Gagnon – reappoint to 2025

Deborah Belcher – 2023

Jennifer Martin Brown – 2023

Stuart Morrow - 2023

Rene Gagnon – 2024

3 – 2023

1 – 2024

1 - 2025

VETERANS

Paul Goodrich – reappoint to 2025

Bud Ockert - 2024

Colleen Haag - 2024

James Donaldson - 2024

Peter Gadue -2024

Eric Hanley - 2024

Sam Feitelberg – Chair Emeritus

5 – 2024

1 – 2025

DOG PARK

Roz Graham – reappoint to 2025

Lisa Williams – reappoint to 2025

Karen Medsker – reappoint to 2025

Marissa Parisi – NO

Jordan Townsend (student) – reappoint to 2025

Bob Owens - 2023

Cheryl A. Gibson - 2024

Laura Parks – 2024

1 – 2023

2 – 2024

5 (1 student) - 2025

ETHICS

Tom Little – reappoint to 2025

Bill Deming - 2023

Peter Gadue - 2024

Gwen Webster - 2024

Anne Powell – 2024

VACANT (alt 1) – 2024

VACANT (Alt 2) -2024

1 - 2023

5 (2 alt) – 2024

1 - 2025

CSWD

Tim Loucks - 2023

Lee Krohn - 2023

WATER COMMITTEE

Steve Smith – reappoint to 2025

Craig Wooster – reappoint to 2025

John Day – 2023

Pete Gadue - 2023

VACANT - 2024

2 – 2023

0 – 2024

2 – 2025

FINANCE

Tom Denenberg – NO

VACANT – 2025 – possible applicant in the wings

Don Porter - 2023

Ken Albert - 2024

Roz Graham - 2024

1 – 2023

2 – 2024

2 – 2025

EQUITY & DIVERSITY

Mercedes Ortega – reappoint to 2025

Erica Lea –on hold for now

Cate Cross – 2023

Jennie Hoenigsberg – 2023

Marcela Pino – 2023

Josh Flore – 2023

Patricia Fontaine – 2023

Wanda Morgan – 2024

Fabienne Boisvert-DeFazio – 2024

Michele Crowder - 2024

5 – 2023

3 – 2024

2 – 2025

CHITTENDEN COUNTY REGIONAL PLANNING

John Zicconi – appointed through 2024

Jeff Carr – appointed through 2024

CHITTENDEN COUNTY TRANSPORTATION ADVISORY

Adele Gravitz – 6/30/2024

Lee Krohn – appoint as alternate to 6/30/2024

CHITTENDEN COUNTY PLANNING ADVISORY

Adele Gravitz – 6/30/2024

Lee Krohn – appoint as alternate to 6/30/2024

GREEN MOUNTAIN TRANSIT

Denis Barton – reappoint to new 3-year term*

Lee Krohn – reappoint as alternate for 3-year term

CLEAN WATER ADVISORY

Chris Robinson – reappoint to 6/30/2024

No alternate at this time

OTHER SELECTBOARD-APPOINTED POSITIONS

Tree Warden

David Thomas Hall – 3/31/2023

Fire Warden

Jerry Ouimet – 6/30/2022 – **reappoint to new term**

ending 6/30/2023

Deputy Health Officer

Peter Gadue – 4/30/2022 - **reappoint to new term**

ending 6/30/2025

Health Officer

Bob Lake – 6/30/2022 - **reappoint to new term ending**

6/30/2025

Emergency Management Director

Bob Lake

Emergency Management Coordinator

Bob Lake

Grand Juror

Tim Pudvar

Town Service Officer

Lee Krohn

Fence Viewer

Steve Gronlund

Harbormaster

Dan Couture

DRAFT* Updates of Social Services Charters

3/17/22

Town of Shelburne Social Services Committee (Originally Chartered 5/14/13)

The Social Services Committee consists of up to six (6) members appointed by the Select Board to three (3) year terms. The Committee informs and advises the Select Board on Matters relating to the changing needs of residents of Shelburne. After the first year, the initial appointments shall be for one, two or three years and subsequent appointments will be for three years.

Objective: The objective of the Committee is to assess and respond to the needs of the residents of the Town of Shelburne through a variety of means, and to support the organizations that serve them.

Responsibilities:

- Respond to the *social service needs* of the community based on grant requests from nonprofit social services agencies.
 - Review requests for Town funding from organizations that provide *social services* to residents of Shelburne. (See *Procedures for Review of Requests*, below)
 - Direct support to area nonprofit social service agencies that apply for funding and that meet the committee's objective criteria.
 - Offer advice and counsel to the Selectboard regarding these needs
- Adopt rules of procedure including adherence to the "Open Meetings Law," the annual election of a Chairperson, and setting frequency of meetings as appropriate.
- Provide recommendations to the Selectboard during the General Fund Budget development period.

Procedures for Review of Requests:

- The SSSC sends a Request for Proposals to nonprofit Social Service Agencies and accepts requests for funds received from them.
- The Committee assesses each request for funds using criteria established and periodically updated by the committee (a rubric).
- The Committee may request further information from the agencies as part of the evaluation of requests for funds.
- The Committee can approve partial funding of a request.

- The Committee may approve additional funding for an unmet request at the end of the FY cycle if funds remain.
- Agencies may request funds twice during a single fiscal year.
- The SSSC approves funding and attaches a cover letter including conditions for disbursement and requiring a follow-up report OR
- Denies the funding request/idea and notifies the agency of the denial..
- The Chair of the SSSC authorizes the Town to make disbursement using the town's "Request for Check" form.
- Any disbursement approved by the SSSC that exceeds \$5000.00 (five thousand dollars) must be approved by the Select Board.

Shelburne Community Fund Mission Statement

(Originally adopted 8/12/14; Notated: \$38,000 Social Services/ \$2,000 Community Fund)

The Community Fund should be focused on the following areas:

- Providing access to information and assistance to individuals/families facing emergency situations. **and providing funds to assist in the above if necessary.**
- **Funding from this account may be used to establish new initiatives for social services needs, such as informational and educational programs.**
- **Select Board approval is required for a one-time grant of more than \$2,000**

Guiding principles:

- Provision of emergency financial support may be directed to individuals by referral by sister social service agencies such as the Shelburne Food Shelf.
- Any financial assistance should be distributed in a way that is coordinated with other resources that may be available to the person - local, county, state or federal.
- Community Fund dollars should be distributed only after local, state or federal sources are first explored.
- The process of seeking aid should be clear, simple, efficient and dignified.
- Awareness-raising efforts should reflect current social service challenges faced by residents of Shelburne..

Lee Krohn

From: Ellis, Rebecca <Rebecca.Ellis@mail.house.gov>
Sent: Tuesday, March 29, 2022 10:01 AM
To: Lee Krohn
Subject: Rep. Welch - Applications for Community Project Funding - Deadline 4/18

Dear Municipal Officials:

Congressman Peter Welch is pleased to announce that the U.S. House Appropriations Committee has given each Member of Congress authority to nominate up to fifteen community projects for possible inclusion in the fiscal year 2023 appropriations bills.

You may suggest a project for Congressman Welch to nominate by completing the survey on his website, at <https://welch.house.gov/community-project-funding-requests>. **This survey will be open until Monday, April 18, 2022, at 11:59 PM.** Unfortunately, no responses can be considered after the April 18, 2022 deadline.

Applicants should carefully review the guidance documents linked on Rep. Welch's website to identify the accounts in the appropriations bill for which Members of Congress may nominate community projects. The applications must abide by the strict Appropriations Committee guidance to be eligible for consideration. This will be a competitive process and there are no guarantees that nominated projects will receive funding.

Please feel free to contact me if you have any questions.

Kind regards,

Rebecca Ellis
State Director
Office of Congressman Peter Welch (VT-AL)
128 Lakeside Avenue, Suite 235
Burlington, VT 05401
C (802) 318-3035

Lee Krohn

From: U.S. Senator Bernie Sanders <Info_Sanders@sanders.senate.gov>
Sent: Tuesday, March 29, 2022 1:13 PM
To: Lee Krohn
Subject: Do You Have an Innovative Project Idea That Needs Funding?

THE VERMONT BERNIE BUZZ

NEWS *from* SENATOR BERNIE SANDERS



Do You Have an Innovative Project Idea That Needs Funding?

Dear Fellow Vermonter,

As part of the 2022 Appropriations Bill, I recently announced \$38 million in Congressionally Directed Funding for a number of important community projects from one end of the state to the other.

What I like about the Congressionally Directed Funding process is that it allows individuals and local organizations to bring forth proposals that are important to their communities — some of which may have been long-neglected. In other words, this is not a top-down bureaucratic process but one which encourages input from the grassroots.

As work begins on the 2023 Appropriations Bill, it is once again time for my office to hear from Vermonters and local organizations about local projects they would like to see funded. I wish I could tell you that all of the requests will be approved. They won't. We will receive hundreds of submissions and only a small fraction will end up being accepted. But it is worth trying.

So, if you have a project idea, whether it is about affordable housing, infrastructure, health care, environmental protection, education, protecting our most vulnerable citizens, community engagement, agriculture, or anything else, and you would like your project to be considered for federal funding, **please fill out an appropriations request application [here](#).**

Federal Funding Opportunities for Vermont

**Do you have an innovative
project that will improve
our state?**

*Fill out a congressional
appropriations request
form on my website:
www.sanders.senate.gov*

BERNIE
SANDERS

In these difficult times, my office looks forward to working with you to improve the quality of life in our state. You can find more information about the Congressionally Directed Funding process on my website [here](#). **The deadline to submit requests for FY2023 is Friday, April 22, 2022.**

Sincerely,



How Can We Help?

My Vermont offices have experienced caseworkers on staff who help Vermonters navigate federal agencies every day. If you think my office can help, please do not hesitate to call 1-800-339-9834 or [click here](#).

If you would like to share your thoughts on pending legislation, or if you have an idea that we could address through new legislation, [click here](#).

Receiving this email as a forward? [Click here](#) to sign up for the Bernie Buzz.

Office Locations

Washington D.C.

U.S. Senate
332 Dirksen Building
Washington, DC 20510

Burlington

1 Church St., Suite 300
Burlington, VT 05401
tel (802) 862-0697

**Certification of Compliance
for
Town Road and Bridge Standards
and
Network Inventory**

We, the Legislative Body of the Municipality of the Town of Shelburne certify that we have reviewed, understand and comply with the Town Road and Bridge Standards / Public Works Specifications and Standards passed and adopted by the Selectboard / City Council / Village Board of Trustees on 04/12, 2022.

We further certify that our adopted standards do do not meet or exceed the minimum requirements included in the June 5, 2019 State-approved template.

We further certify that we do do not have an up-to-date highway network inventory which identifies location, size, deficiencies/condition of roads, bridges, causeways, culverts and highway-related retaining walls on class 1, 2, and 3 town highways, and estimated cost of repair.

_____ Date: _____

(Duly Authorized Administrator)

For a summary of your community's road and bridge information please visit: tinyurl.com/rdsinfo

ANNUAL FINANCIAL PLAN - TOWN HIGHWAYS
19 V.S.A. § 306(j)
(page 2)

TA-60

We, the Legislative Body of the Municipality of SHELBURNE VT certify
that funds raised by municipal taxes are equivalent to or greater than a sum of at least \$300.00
per mile for each mile of Class 1, 2, and 3 Town Highway in the municipality. (19 V.S.A. 307)

_____ Date: _____

(Duly Authorized Representatives)

The submitted Town Plan meets the requirements of Title 19, Section 306(j).

_____ Date: _____
District Transportation Administrator