

**TOWN OF SHELburnE  
SELECTBOARD  
MINUTES  
April 12, 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; Diana Vachon, Town Clerk.

**OTHERS PRESENT:** Members of the public participating in the meeting included Sean Moran, Sue Furry Irish, Auditi Guha, Barbara Johnson, Bill Deming, Bill Keogh, Charlotte, Chris Kent, Don Porter, Donna Fialkoff, Eric, Gail Albert, Helen C, iPhone, James Mack, Jane Zenaty, Jean-Henri LaPierre, John, Ken Scott, Laura Kingsland, LG Stylo 5, Linda, Louis Maguire, Maria Horn, Mary Kehoe, Michael Thomas, Patricia Fontaine, Peggy Coutu, Jessica Brumsted, Robilee Smith, Shelburne Town Host, Steve, Susan McLellan, Tom Zenaty, Linda Riell, Lee Suskin, Judy Ravin, Mike Donoghue, Media Factory.

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

**3. MINUTES**

*March 15, 2022, March 22, 2022, March 30, 2022*

**MOTION** by Matt Wormser, **SECOND** by Cate Cross, to approve the minutes of 3/15/22, 3/22/22, and 3/30/22 as presented. **VOTING:** unanimous (5-0); motion carried.

**4. PUBLIC COMMENT**

- There were comments and questions on the following:
- The problem(s) within the Police Department and any other Town departments need to be rectified.
  - Amount of the settlement agreement with the Police Chief and paying the dispatchers and police officers enough so everyone is at the appropriate step in the paygrade.
  - Seeking a new legal team to advise the town.

- Informing the public on how the Police Chief position will be advertised and how a search committee will be put together.
- Thanks to the Selectboard for the follow through to the Planning Commission on the concerns with the Mixed Residential Character District of Form Based Code.
- Consider a crossing guard at the railroad tracks on Harbor Road at the start and end of the school day to help the schoolchildren safely cross the tracks.

#### 5. SELECTBOARD COMMENTS

- The Selectboard committed to learning from what went wrong within the Police Department and moving forward with transparency.
- The warning sign by the railroad crossing on Harbor Road is welcomed.
- National Public Safety Telecommunications Appreciation Week recognizes all dispatchers.
- Article about Highway Superintendent Paul Goodrich in *Seven Days* on Shelburne reflected nicely on the town.
- Mike Ashooh read a statement on events, causes, and actions that need to be rectified in the Town.

#### 6. TOWN MANAGER REPORT/UPDATE

Lee Krohn reported:

- Double warning signs and a flashing yellow beacon have been installed at the Harbor Road railroad crossing. The stop bar on the road will be painted when the weather permits.
- The Town is committed to increasing pay for the police and dispatchers. The Selectboard signed the union contract. The union has not yet signed.
- Article about Highway Superintendent Paul Goodrich in the *Seven Days* newspaper on the Town of Shelburne was wonderful.
- National Public Safety Telecommunications Appreciation Week recognizes all the Shelburne Dispatchers (James Mack, Tricia Vincent, Laurie Fox, Kristin Wright, Ryan Brown, Kayla DeBellis, Melissa Theberge, Cathleen Pigeon, Ashley Lizotte, Angela Bellizzi, Tim Francis, Jake Kilpeck, Kelsey Parker).

#### 7. CBC APPOINTMENT(s)

**MOTION** by Cate Cross, **SECOND** by Kate Lalley, to reappoint the individuals as listed in the document titled "2022 CBC Reappointments and Term Expirations".

**DISCUSSION:** It was noted there will be training on the Open Meeting Law and Shelburne Ethics Ordinance for all appointees.

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

Current CBC openings:

Planning Commission

Social Services Committee

Ethics Committee

Water Committee

Finance Committee

Shelburne Historic Preservation & Design Review Committee

**8. SOCIAL SERVICES COMMITTEE CHARTER UPDATE**

Sue Furry Irish reviewed proposed changes to the charter for the Social Services Committee which includes increasing the membership to seven people. There was discussion of the guiding principles and objectives, funding, and disbursement of funds. Sue Furry Irish will incorporate the changes and clarify the language in the committee documents as discussed for future Selectboard consideration.

**9. PROPERTY TAX REVENUE UPDATE**

Peter Frankenburg reported the Town had billed out \$34 million to be paid in three tax installments for the current fiscal year. The pandemic did not have a huge impact on tax collections. Delinquencies did not increase dramatically. Staff provides great customer service and residents are very pleasant and cooperative. The Town Manager is working with the Town Attorney on the few chronically delinquent tax payments. There is a tax sale process if necessary. The Water and Sewer funds have higher delinquencies than the general fund. Disconnection notices will be sent for non-payment (we were not allowed to do so under prior State COVID rules). The stormwater utility fee is added onto the water and sewer bill. Residents not on municipal water and sewer are provided an explanation as to why they are receiving the stormwater utility bill, when they had not previously received utility bills from the Town.

**10. CONGRESSIONAL PROJECT PROPOSAL**

Staff reported federal earmarks have been reinstated on short notice to the Town for projects. Discussion of potential projects included: bike/ped path connections from both ends of the Ti Haul Trail to Shelburne Farms; additional funding to cover cost increases for the Irish Hill path project; energy audits and upgrades of Town and School buildings, and essential improvements for the Rescue Squad building. The Town Manager will contact the Congressional delegation to discuss these potential projects, determine which might be eligible, and will pursue applications ASAP (due on 4/18 and 4/22). It was noted that having cost estimates in hand is essential in these application processes.

**11. "MOW LESS MAY" PROPOSAL**

**MOTION by Kate Lalley, SECOND by Cate Cross, to declare the month of May 2022 as "Mow Less May". VOTING: unanimous (5-0); motion carried.**

**12. SELECTBOARD RETREAT PLANNING/LOGISTICS**

There was discussion of potential topics for the Selectboard retreat on April 30, 2022 beginning at 2 PM which may include the Vermont Council on Rural Development, regulatory reform, capital planning and ARPA funds, Police Chief position, Shelburne 2035 and what people want, how to get there, and how to pay for it.

**13. PAVING GRANT APPLICATION**

**MOTION by Cate Cross, SECOND by Kate Lalley, to authorize the submittal of the paving grant application as proposed and to have the Selectboard sign the required documents.**

