

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 MEETING
June 13, 2023**

***Hybrid meeting**

MEMBERS PRESENT: Mike Ashooh (Chair); Cate Cross, Luce Hillman, Matt Wormser, Andrew Everett.

ADMINISTRATION: Matt Lawless, Town Manager; Peter Frankenburg, Finance Manager.

OTHERS PRESENT: Members of the public participating in the meeting included Shelburne Town Host, Tracey Beaudin, Gail Albert, Dorothea Penar, Don Porter, Sean Moran, members of the Social Services Committee, Jessica Brumsted, Media Factory.

1. CALL TO ORDER

Chair, Mike Ashooh, called the meeting to order at 7 PM and introduced Matt Lawless, Shelburne Town Manager.

2. APPROVE AGENDA

MOTION by Andrew Everett, SECOND by Cate Cross, to approve the agenda with the amendment to add a discussion of goals and objectives for the Town Manager. VOTING: unanimous (5-0); motion carried.

3. CONFLICTS OF INTEREST

None.

4. MINUTES

May 23, 2023

MOTION by Andrew Everett, SECOND by Cate Cross, to approve the minutes of 5/23/23 as presented. VOTING: unanimous (5-0); motion carried.

5. PUBLIC COMMENT

None.

6. SELECTBOARD COMMENTS

- There was comment on the parade ground and adequately communicating any proposed changes to the grounds.
- Congratulations were extended to the CVU graduating class of 2023 and the 2023 state champion CVU baseball team.
- Announcement was made regarding upcoming discussions about the homeless issue in Shelburne with Champlain Housing Trust and the legislators, and leveraging resources. Camping on public land by homeless individuals needs further investigation and coordination with social services.

- A great welcoming event was held for the new Town Manager, Matt Lawless. Thanks are extended to town staff for carrying the extra work burden until Mr. Lawless arrived.
- A recent meeting was held by a group of people to discuss bike/pedestrian infrastructure in town. More meetings are planned.
- June 19, 2023 is the Juneteenth holiday

7. TOWN MANAGER REPORT/UPDATE

Town Manager, Matt Lawless, reported:

- Getting oriented and meeting the community and dedicated town staff has been a pleasure.
- Thanks to Tracey Beaudin for 11 years of service working at the Harbor Road intersection.
- Planning & Zoning Office signed 23 certificates of occupancy year-to-date. The town is on target with housing goals.
- Rec summer programs are rolling out. June 22, 2023 is “Beach Night”.
- The consulting team with Regional Planning and staff engineering are working on the bridge and sidewalk on Falls Road/Irish Hill Road. The project is on track and on budget for construction next summer.

8. INTERVIEWS/APPOINTMENTS

The Selectboard interviewed candidates for positions on various CBCs

Historic Preservation & Design Review Committee

MOTION by Andrew Everett, SECOND by Cate Cross, to appoint Dorothea Penar to the Shelburne Historic Preservation & Design Review Committee for a three year term commencing June 13, 2023 and running through April 1, 2026. VOTING: unanimous (5-0); motion carried.

8.a GOALS & OBJECTIVES FOR THE TOWN MANAGER

The Selectboard listed the following goals/objectives for the Town Manager:

- HR solution
- Communications plan for outreach and engagement to gather input from more than the usual people
- Website and integrating communications to get people aware and involved in what is happening in town
- Online newsletter from Town Manager
- Skill set of staff assistant
- Continue meeting with townspeople
- Wastewater treatment facility
- Capital improvement plan

9. WATER COMMISSION WATER RATES & BUDGET

Matt Lawless reported Champlain Water District wholesale rate shows a 9.6% increase. Shelburne's water rate increased by 9% (\$6.74 to \$7.35). Long term capital budget needs include funding for the replacement of aging water lines.

10. LOCAL OPTIONS TAX

Mike Ashooh stated the local options tax will be collected in town beginning July 1st. The town will receive payment for the taxes collected starting November 1st.

Don Porter, Finance Committee, thanked everyone for their effort with the local options tax, noting the entire town will be the beneficiary.

11. SOCIAL SERVICES COMMITTEE UPDATE

Sean Moran and members of the Social Services Committee, discussed the state emergency voucher program for homeless people that is ending. A statement to the Selectboard, dated 5/24/23, was read regarding the loss of Vermont state emergency housing funding for hotels and the recommendation from the Social Services Committee that town leadership proactively address this matter by identifying the needs created by the program ending and developing a plan in response.

The following was discussed:

- Legal advice on camping on town property (cannot ban camping, but can designate camping and no camping areas).
- Free bus fare (Social Services Committee could work on this) and SNAP benefits being accepted at the farmers market (presently in place).
- Funds for people for places to stay or for bus fare are needed.
- Donating leftover food to the food shelf from the farmers market.
- More affordable housing is needed in town (keep this in mind with the zoning rewrite).
- State legislature is trying to get money to municipalities through the homeless housing grants (Shelburne is urged to submit a letter of request for a grant).
- Support services to address mental health issues of homeless housing residents are needed.
- A list of useful resources in the area should be published.
- State legislature needs to develop a plan to address the homeless housing issue.

12. ADJOURNMENT

MOTION by Cate Cross, SECOND by Andrew Everett, to adjourn the meeting.

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

The meeting was adjourned at 830 PM.

RScty by tape: MERiordan

For the Selectboard

Date