

**TOWN OF SHELBURNE
SELECTBOARD
MINUTES OF MEETING
July 11, 2023**

***Hybrid meeting**

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

ADMINISTRATION: Matt Lawless, Town Manager; Peter Frankenburg, Finance Manager; Chris Robinson, Water Quality Superintendent.

OTHERS PRESENT: Members of the public participating in the meeting included Shelburne Town Host, Tracey Beaudin, Don Porter, Linda Riell, Rowland Davis, Susan McLellan, Sally Wadhams, Tom Zenaty, Jane Zenaty, Media Factory.

1. CALL TO ORDER

Chair, Mike Ashooh, called the meeting to order at 7 PM.

2. APPROVE AGENDA

MOTION by Cate Cross, **SECOND** by Andrew Everett, to approve the agenda as presented. **VOTING: unanimous (4-0); motion carried.**

3. CONFLICTS OF INTEREST

None.

4. MINUTES

June 27, 2023

MOTION by Cate Cross, **SECOND** by Andrew Everett, to approve the minutes of 6/27/23 as presented. **VOTING: unanimous (4-0); motion carried.**

5. PUBLIC COMMENT

Rowland Davis, resident, mentioned the resiliency of people with the recent flooding and the Climate & Energy Committee that was created. Mr. Davis requested information be collected on the wastewater treatment plant remaining capacity, current usage, expected usage, and number of housing units that can be supported.

Linda Riell, resident, asked for an update on the parade ground issue and suggested the funding could be used for other town items such as the cemetery shop. Mike Ashooh stated renderings are being done to collect feedback from the public and the project will continue through the DRB review process.

6. SELECTBOARD COMMENTS

- Concern was expressed for those people affected by the flooding.
- Shelburne Little League baseball teams are doing well in the state tournament.
- A draft strategic plan of paths in Shelburne will be presented on 7/12/23 at the Pierson Library.

- “Shelburne Forward Together” forum will be held 7/27/23 to gather input from townspeople on the future direction of the town.

7. TOWN MANAGER REPORT/UPDATE

Town Manager, Matt Lawless, reported:

- Shelburne is in the federally declared disaster area for the flooding. FEMA is active. Town departments stand at the ready.
- Community and committee outreach continues.
- Davis Community Park held a dedication ceremony.
- The Assistant to the Town Manager position has been advertised.

8. INTERVIEWS/APPOINTMENTS

There were no CBC appointments.

9. ARPA COMMITTEE RECOGNITION & CONCLUSION

MOTION by Matt Wormser, **SECOND** by Cate Cross, to commend the membership and dissolve the ARPA Committee which has completed its assigned tasks in exemplary fashion effectively communicating with the public and wisely advising the Selectboard in responsible use of federal funds.

DISCUSSION:

- The Selectboard publicly thanked the committee.

VOTING: unanimous (4-0); motion carried.

10. WASTEWATER & STORMWATER BUDGETS: First Reading/Discussion

Water Quality Superintendent, Chris Robinson, highlighted the following budget information:

- Stormwater Budget
 - Stormwater rate is \$5.20 per ERU.
 - The budget shows a grant of \$200,000 that is anticipated to be received.
 - The budget shows transfer of funds to the capital fund for anticipated stormwater projects to meet state stormwater rules.
 - Salaries and Benefits line item in the budget reflect the Stormwater Coordinator position.
 - A grant application has been made for a MS-4 Stormwater Formula Grant.
MOTION by Cate Cross, **SECOND** by Andrew Everett, to approve the MS-4 Stormwater Formula Grant application. **VOTING: unanimous (4-0); motion carried.**

- Wastewater Budget
 - The \$2.5 million Wastewater Budget shows a 9.1% increase.
 - Sewer rate is \$16.27 per 1,000 gallons.
 - Septage rate increased to ten cents per gallon to cover associated costs of handling.
 - Plant Maintenance line item shows \$30,000 for the centrifuge.
 - Professional Services line item is for Aldrich + Elliott Engineering billing.
 - Training & Travel line item is to cover visits to equipment vendors by staff and the consultant to see available options for the town.

- The budget shows transfer of funds into the Rate Stabilization Fund.

MOTION by Andrew Everett, SECOND by Cate Cross, to warn and hold a public hearing during the 7/25/23 Selectboard meeting concerning the FY2024 budgets for the Wastewater Fund and Stormwater Fund.

DISCUSSION: There was mention of ensuring a quorum of Selectboard members is present on 7/25/23.

VOTING: unanimous (4-0); motion carried.

11. STOP SIGN ORDINANCE AMENDMENT

Staff reported the amendment is to make the intersection of Barstow Road and Spear Street a three-way stop and make a four-way stop at the intersection of Hillside Terrace and Meadow Lane. Following discussion, the Selectboard wanted data to support the amendment for stop signs (have Regional Planning do a study) and information on the process for adding stop signs.

There was public comment in support of adding a stop sign at Barstow Road/Spear Street, and question about the need for a stop sign at Hillside Terrace/Meadow Lane. There was mention of adding special signs such as “Children at Play”, “Slow”, “Yield”.

12. SET PROPERTY TAX RATES

MOTION by Cate Cross, SECOND by Andrew Everett, to adopt and enact a property tax rate consistent with the adopted municipal town budget for FY2024, specifically \$2.1801 for homestead and \$2.2962 for non-homestead property, of which the municipal town tax portion is \$0.4945. VOTING: unanimous (4-0); motion carried.

13. GRANT APPLICATION: Champlain Housing Trust

MOTION by Andrew Everett, SECOND by Cate Cross, to warn and hold a public hearing at the 7/25/23 Selectboard meeting on a resolution of support for Champlain Housing Trust’s grant application to the Vermont Community Development Program. VOTING: unanimous (4-0); motion carried.

14. APPOINTMENT: Assistant Administrative Officer

MOTION by Cate Cross, SECOND by Andrew Everett, to approve the appointment of Kit Luster as Assistant Administrative Officer under the Vermont Planning & Development Act with all appropriate powers and responsibilities pursuant to state law and the Town of Shelburne charter. VOTING: unanimous (4-0); motion carried.

12. ADJOURNMENT

MOTION by Cate Cross, SECOND by Andrew Everett, to adjourn the meeting. VOTING: unanimous (4-0); motion carried.

The meeting was adjourned at 8:25 PM.

For the Selectboard

Date