

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.

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**TOWN OF SHELBURNE
SELECTBOARD
MINUTES
August 9, 2022**

***Hybrid meeting**

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

ADMINISTRATION: Lee Krohn, Town Manager; Peter Frankenburg, Finance Director; Paul Goodrich, Highway Superintendent; Mike Thomas, Acting Police Chief; Andrew Dickerson, Assistant Fire Chief.

OTHERS PRESENT: Members of the public participating in the meeting included Gail Albert, Linda Riell, Rowland & Dianne Davis, Joyce George, Bill Deming, Ryan Brown, 18023730567, Erika Lea, Patricia Fontaine, pc, Shelburne Town Host, Susan McLellan, Tracey Beaudin, wryerson, Sean Moran, Cornelius Cowles, Jim White, John Zicconi, Media Factory.

1. CALL TO ORDER

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

2. APPROVE AGENDA

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

3. CONFLICTS OF INTEREST

None.

4. MINUTES

July 12, 2022

MOTION by Matt Wormser, **SECOND** by Kate Lalley, to approve the July 12, 2022 minutes as presented. **VOTING:** 3 ayes, 2 abstentions (Cate Cross, Luce Hillman); motion carried.

July 26, 2022

MOTION by Kate Lalley, **SECOND** by Luce Hillman, to approve the July 26, 2022 minutes as presented. **VOTING:** 4 ayes, one abstention (Matt Wormser); motion carried.

5. PUBLIC COMMENT

- Jim White introduced and explained the mission of the grassroots organization, Shelburne Alliance for the Environment (SAFE).

- Rowland Davis spoke in support of SAFE and the work being done on an implementation framework to make the goals and action steps in the town happen. The organization will also be involved in the regulatory reform process that is underway.
- Andrew Dickerson, Assistant Fire Chief, provided statistics on the number of personnel hours served by members of the Fire Department, praising the dedication of volunteers working tirelessly for the community. The Selectboard was invited to an open house at the Fire Department on 9/15/22 at 6 PM.

6. SELECTBOARD COMMENTS

- Thanks were extended to the firefighters for their service.
- Thanks were extended to the Highway Department for the roadside mowing on Bay Road.
- Congratulations were extended to Paul Goodrich for 55 years of service in the Shelburne Highway Department.

7. TOWN MANAGER REPORT/UPDATE

Lee Krohn reported:

- Media Factory national award received for the recruitment video they created for Shelburne Fire and Shelburne Rescue was shown.
- Voters were thanked for voting in the recent primary.
- Site visit to the wastewater treatment plant is August 16th at 9 AM.
- The celebration of Paul Goodrich's many years of service to the town is 8/11/22.
- Shelburne Day is August 20, 2022 from 9 AM to 2 PM.
- Upcoming paving includes the upper portion of Irish Hill Road, Spear Street, Bishop Road, and Maplewood.
- Work on Route 7 by VTrans began in Charlotte and will be in Shelburne soon.

8. WAIVER OF LATE PAYMENT FEES AND PENALTY

Staff explained the circumstances resulting in late payment by Cornelius Cowles and William Ryerson and the requested waivers.

MOTION by Matt Wormser, SECOND by Luce Hillman, based on the documentation provided to waive the penalty of \$297.69 related to the unique circumstances (criterion #7 of the Selectboard policy – “extenuating circumstances”) of the late filing of the state-required Homestead Declaration for Cornelius Cowles. VOTING: unanimous (5-0); motion carried.

MOTION by Kate Lalley, SECOND by Matt Wormser, based on the information provided to waive the penalty and interest totaling \$235.16 related to late payment (criterion #6 of the Selectboard policy – “operations of mails”) of the March 2022 property tax installment for William Ryerson. VOTING: unanimous (5-0); motion carried.

9. ARPA COMMITTEE

Matt Wormser gave background information on the Town receiving ARPA funds and forming a dedicated committee to guide and prioritize how to spend these one-time funds. Applications for the committee are due the end of August. The plan for the money will be finalized by the end of 2022. The funds must be obligated by the end of 2024, and spent by the end of 2026. Information on the application will be posted in the local newspaper and on social media.

The Selectboard will review the applications by 9/2/22 and make appointments by 10/11/22.

10. COVID HAZARD BONUS

It has been suggested that the Selectboard should consider the same COVID hazard bonus for employees who have not already been approved for this. One option is the same \$500 for all; another option is \$500 for the remaining full-time employees and \$250 for part-time employees due to less risk of exposure. It was noted that the original bonus was predicated on exposure risk for front line employees and volunteers; everyone's work throughout these uncertain times was appreciated. If approved, as before, the bonus would be paid with ARPA funds. There was public comment in support of paying all Town employees a COVID hazard bonus for continued work throughout the pandemic.

MOTION by Matt Wormser, **SECOND** by Cate Cross, in appreciation of the risk incurred by all staff members to extend the bonus extended to the 90 employees to all employees with \$500 paid to full time employees (22 full time employees) and \$250 paid to part-time employees (20 part-time employees) for a total of \$16,000 to be paid with ARPA funds.

DISCUSSION:

- It was asked whether Fire/Rescue/Police might feel this is an affront to them. Assistant Fire Chief Dickerson assured that the Fire Dept. will not be offended; Acting Police Chief Mike Thomas concurred.

VOTING: unanimous (4-0-1, Lalley abstained); motion carried.

11. POTENTIAL BUDGET DEFERRALS

The Selectboard reviewed and concurred with the list of potential deferrals.

12. GRANT APPLICATION/AWARD

Staff reported the town received a VLCT PACIF grant for a dispatch desk which has already been purchased.

MOTION by Luce Hillman, **SECOND** by Kate Lalley, to approve the VLCT PACIF grant for up to \$2,447.68 as already awarded. **VOTING:** unanimous (5-0); motion carried.

13. REAPPOINTMENT: John Zicconi to CCRPC Board
MOTION by Matt Wormser, **SECOND** by Kate Lalley, to reappoint John Zicconi to the CCRPC Board for a term beginning July 1, 2022 and ending June 30, 2024. **VOTING: unanimous (5-0); motion carried.**

14. LIQUOR LICENSE APPLICATION(s)
MOTION by Kate Lalley, **SECOND** by Matt Wormser, to suspend the Selectboard meeting and convene as the local liquor control commission. **VOTING: unanimous (5-0); motion carried.**

Le Marche Bakery and Café

MOTION by Kate Lalley, **SECOND** by Matt Wormser, to approve 1st Class and 2nd Class liquor licenses for Le Marche Bakery and Café. **VOTING: unanimous (5-0); motion carried.**

MOTION by Kate Lalley, **SECOND** by Matt Wormser, to adjourn the local liquor control commission and resume the regular Selectboard meeting. **VOTING: unanimous (5-0); motion carried.**

15. EXECUTIVE SESSION: Labor Relations Agreements; Personnel
MOTION by Matt Wormser, **SECOND** by Kate Lalley, pursuant to 1VSA313 to find that premature general public knowledge of labor relations agreements with employees would clearly place the town at a substantial disadvantage. **VOTING: unanimous (5-0); motion carried.**

MOTION by Matt Wormser, **SECOND** by Kate Lalley, pursuant to 1VSA313 to enter Executive Session to consider labor relations agreements with employees and invite the Acting Police Chief and Town Manager to participate. **VOTING: unanimous (5-0); motion carried.**

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

Executive Session was convened at 8:22 PM. The regular meeting resumed at the conclusion of the Executive Session.

ACTION FOLLOWING EXECUTIVE SESSION

MOTION by Matt Wormser, **SECOND** by Kate Lalley, to approve the side letter agreement between the Town of Shelburne and the New England Police Benevolent Association Local 413 and authorize the Town Manager to sign the agreement. **VOTING: unanimous (5-0); motion carried.**

16. ADJOURNMENT

MOTION by Kate Lalley, SECOND by Cate Cross, to adjourn the meeting.

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

The meeting was adjourned at 9:25 PM.

RScTy by tape. MERiordan



For the Selectboard

8/23/22
Date

