

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  
August 23, 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; Chris Robinson, Water Quality Superintendent; Adele Gravitz, Planning Director; Jerry Ouimet, Fire Chief; Mike Thomas, Acting Police Chief; Diana Vachon, Town Clerk.

**OTHERS PRESENT:** Members of the public participating in the meeting included Pete Gadue, Linda Riell, Dan LaMothe, Peggy Coutu, Susan McLellan, Bob Forrer, Adam Schattuck, Suzanne Fay, Mary Kehoe, Wayne Elliott, Katrina Meigs, Melissa Hood, Nate Pion, Doug Merrill, Xavier Garcia, Steve Butler, Bruce Lisman, A. Dickerson, Bill Deming, Bob B, Don Porter, Gail Albert, James Mack, Jennifer Martinez, Jim White, Judith Raven, Linda, Michael Stowell, Name (Original Name), Patricia Fontaine, Rowland Davis, Susan Moraska, Media Factory.

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**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 (4-0)[Cate Cross not present for vote]; motion carried.**

**3. CONFLICTS OF INTEREST**

None.

**4. MINUTES**

*August 9, 2022 & August 16, 2022*

**MOTION** by Matt Wormser, **SECOND** by Kate Lalley, to approve the 8/9/22 & 8/16/22 minutes as presented. **VOTING: unanimous (4-0)[Cate Cross not present for vote]; motion carried.**

**5. PUBLIC COMMENT**

- Linda Riell, Falls Road, asked about former Police Chief Noble being a consultant to the town. [Staff had no comment.]

- Susan McLellan, Falls Road, mentioned the overgrown condition of the town dog park. [Staff pointed out the town is limited by the state wetlands permit on how much clearing can be done.]

## 6. SELECTBOARD COMMENTS

- Shelburne Day was terrific. Don Porter was thanked for information on the local options tax.
- Work by the Equity consultant is getting underway.
- Condolences were extended to the Webb family on the passing of Marshall Webb.

## 7. TOWN MANAGER REPORT/UPDATE

Lee Krohn reported:

- Sympathies are expressed for the Webb family.
- Shelburne Day was excellent.

## 8. CBC APPOINTMENT(S)

*Dog Park Committee*

It was noted the candidate is a veterinarian.

**MOTION by Matt Wormser, SECOND Kate Lalley, to appoint Caitlyn Wilson to the Dog Park Committee beginning immediately and running through June 30, 2025. VOTING: unanimous (5-0); motion carried.**

## 9. CHAMPLAIN WATER DISTRICT (CWD) BOND ISSUE

CWD representatives, Nate Pion and Melissa Hood, explained the \$8.7 million bond vote on 9/13/22 for a filter water tank (existing tank is over 30 years old) and a raw water parallel transmission main. There will be two upcoming public information hearings on the bond issue. Ratepayers will not be impacted by the bond which will be applied to a grant with an 80/20 split.

## 10. WASTEWATER TREATMENT PLANT CONSOLIDATION PROJECT

Following a site visit to both plants, the Selectboard was in favor of consolidating at the Crown Road site and working to mitigate impacts to neighbors though mention was made of exploring the Turtle Lane option further. There was discussion of the associated costs and time delay of exploring the Turtle Lane site for the consolidation. Comments from residents of Mariner's Cove, Mariner's Way, and Bay Road were in support of exploring the Turtle Lane site and moving the discharge point. Concern was expressed about rushing the planning process and basing conclusions on false assumptions. The Selectboard was urged to carefully and diligently study viable options to avoid an outcome that is regrettable in the long term.

**MOTION by Kate Lalley, SECOND by Matt Wormser, to make an addendum to the preliminary engineering report to evaluate the Turtle Lane option alternative. VOTING: unanimous (5-0); motion carried.**

## 11. PRESENTATION: Staffing Audit

Katrina Meigs with Hickok & Boardman commended all the town employees for the work they are doing to help the town and gave an overview of the information compiled from each department on staffing. Themes and areas of opportunity were identified to ensure the town is functioning at the highest level. The themes included amount of growth in the town and staffing levels, efficiency, and maximizing technology (perhaps with help from VLCT). There was discussion of hiring an HR Officer, outlining a five year plan and the steps to take. There was public comment urging the inclusion of a compensation component in the next phase of the audit.

**MOTION by Matt Wormser, SECOND by Luce Hillman, to authorize Phase 2 of the staffing audit study to understand relative compensation between the Town of Shelburne and other municipalities with a not to exceed price of \$15,000. VOTING: unanimous (5-0); motion carried.**

**12. UPDATE: Irish Hill Path Project**

Staff reported the local share of the Irish Hill path project has escalated from \$200,000 to over \$400,000. The voters authorized spending up to \$168,000 on the project. Staff continues to research any additional grant funding.

**13. LOCAL OPTIONS TAX ON MARCH 2023 BALLOT**

There was discussion of placing the question of having a local options tax on the ballot. A change to the town charter would be required to have the tax. A local options tax is one way to diversify funding sources to the town. There was public comment against putting the question on the ballot (reasons cited included the tax being a regressive tax, property taxes are expected to increase with the townwide reappraisal, and the education tax is expected to increase). There was also public comment urging the Selectboard to explain why the tax is being proposed so the public understands.

**MOTION by Matt Wormser, SECOND by Kate Lalley, to place the question of amending the town charter to allow a local options tax on the March 2023 town meeting ballot. VOTING: unanimous (5-0); motion carried.**

**14. EXECUTIVE SESSION: Personnel**

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

Executive Session was convened at 8:55 PM.

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

Executive Session was adjourned and the regular meeting resumed at 10:05 PM.

**15. ADJOURNMENT**

**MOTION by Kate Lalley, SECOND by Matt Wormer, to adjourn the meeting.**

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

The meeting was adjourned at 10:05 PM.

*RScty by tape: MERiordan*

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For the Selectboard

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Date