

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  
September 26, 2023**

**\*Hybrid meeting**

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

**ADMINISTRATION:** Matt Lawless, Town Manager; Peter Frankenburg, Finance Manager; Susan Elliot, Assistant to Town Manager; Jacob Leopold, Rescue Chief.

**OTHERS PRESENT:** Members of the public participating in the meeting included Shelburne Town Host, Rowland Davis, Tracey Beaudin, Charlie Jones, Kevin Chu, Holly Fournier, Media Factory.

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[Note: Minutes reflect the order of the published agenda.]

**1. CALL TO ORDER**

Vice Chair, Cate Cross, called the meeting to order at 7 PM. (Mike Ashooh attending remotely.)

**2. APPROVE AGENDA**

**MOTION** by Matt Wormser, **SECOND** by Luce Hillman, to approve the agenda as presented. **VOTING: unanimous (5-0); motion carried.**

**3. CONFLICTS OF INTEREST**

It was mentioned Selectboard members serve as a liaison on various town committees.

**4. MINUTES**

*September 12, 2023*

**MOTION** by Matt Wormser, **SECOND** by Luce Hillman, to approve the minutes of 9/12/23 as presented. **VOTING: unanimous (5-0); motion carried.**

**5. PUBLIC COMMENT**

Tracy Beaudin, resident, mentioned there are audio issues with the meeting broadcast.

**6. SELECTBOARD COMMENTS**

- Townspeople were urged to get their covid shot (at their expense).
- An inventory is needed of potential stormwater liability to neighborhoods to see how the town can assist with cost. [Staff will compile a list of stormwater work to be done in town.]
- An update on the zoning rewrite needs to be presented to the Selectboard.
- The next “Shelburne Forward Together” meeting is upcoming.

- An update for CBCs on the Open Meeting Law is forthcoming. [Staff will compile a list of common rules for minutes and agendas.]
- Thanks to the Shelburne Museum for the summer concert season.
- Congratulations to the school for using their emergency plan well during the recent emergency, and thanks for the response by town departments.

## 7. TOWN MANAGER REPORT/UPDATE

Town Manager, Matt Lawless, reported:

- Assistant Town Clerk, Susan Moraska, achieved Vermont Certified Treasurer and Vermont Certified Town Clerk Advanced Level 1.
- Construction ceremony for the Howard Center Lakeview House (16 apartments with dedicated nursing presence) was held.

## 8. INTERVIEWS/APPOINTMENTS

*Climate & Energy Committee*

**MOTION by Andrew Everett, SECOND by Matt Wormser, to appoint Linda Wellings to the Shelburne Climate & Energy Committee with a term commencing 9/27/23 and ending April 1, 2026. VOTING: unanimous (5-0); motion carried.**

## 9. BRIEFING: Vermont Futures

Kevin Chu, Executive Director of Vermont Futures, gave a presentation on the data collected by Vermont Futures for the development of an economic action plan for the state. The data indicate Vermont needs more people (802,000 by Year 2035) and more housing (305,000 by Year 2035). Vermont's population is growing older (retiring; leaving the workforce). More people are needed in the workforce in the state. For Shelburne the data show 154 new people per year and 80 new houses per year are needed to reach the Year 2035 goal. Recommendations for the town include deciding what is best done locally or regionally and creating a culture of being welcoming and inclusive.

## 10. BRIEFING: Bike/Ped Projects Report

Charlie Jones reviewed the report on bike/ped projects noting three over-arching themes (safe routes to school for children, linking Shelburne's treasured places, and influencing development of environmentally friendly, non-vehicular infrastructure) and goals (building out the network infrastructure, safety and promotion, bike/ped mobility, funding and sustainability). There is a list of 15 projects (\$17 million total) and 45 landowners to be contacted. The committee will apply for state and federal grants for the projects. An update on current work being done on shared use paths will be presented to the Selectboard in the fall. The focus points are the Spear Street corridor, children biking to school, and people being able to walk/bike around town.

There was discussion of charging impact fees to developers for future path/sidewalk connections, connecting the center of Shelburne with Folino's and the vineyard, getting a sidewalk by the Museum, connecting neighborhoods, prioritizing paths to enrich bike/ped recreation and economic development.

## 11. BRIEFING: Paramedic Service

Jacob Leopold, Rescue Chief, explained the need and process for Shelburne Rescue to increase to paramedic services and the request for endorsement from the Selectboard to move forward with the process.

**MOTION by Andrew Everett, SECOND by Matt Wormser, to authorize Shelburne Rescue to apply for paramedic level service licensure to include a letter from the Selectboard which will commit to supporting the transition that will enhance the department's level of care and meet the expected standards of advanced life support pre-hospital emergency medicine. VOTING: unanimous (5-0); motion carried.**

## **12. TAX PENALTY WAIVER REQUESTS**

**MOTION by Mike Ashooh, SECOND by Luce Hillman, to accept staff's recommendations to waive the following :**

- Matt Cohen, \$127.71
- Pete Fisher, \$439.44
- Holly Fournier, \$356.12

### **DISCUSSION:**

**Matt Wormser felt a warning letter should have been sent first before a penalty assessed for those who were one day late in payment.**

**VOTING: 4 ayes, one nay (Matt Wormser); motion carried.**

**MOTION by Andrew Everett, SECOND by Matt Wormser, to waive the wastewater charges and penalties of \$504.37 for Susan Baldwin. VOTING: unanimous (5-0); motion carried.**

## **13. LIQUOR LICENSE: Le Marche, 5597 Shelburne Road**

**MOTION by Luce Hillman, SECOND by Andrew Everett, to suspend the regular Selectboard meeting and convene the local Liquor Control Board. VOTING: unanimous (5-0); motion carried.**

**MOTION by Luce Hillman, SECOND by Andrew Everett, to approve a Second Class Consumption Liquor License for Le Marche at 5597 Shelburne Road. VOTING: unanimous (5-0); motion carried.**

**MOTION by Matt Wormser, SECOND by Andrew Everett, to adjourn the local Liquor Control Board and reconvene the regular Selectboard meeting. VOTING: unanimous (5-0); motion carried.**

## **14. ADJOURNMENT**

**MOTION by Matt Wormser, SECOND by Luce Hillman, to adjourn the meeting. VOTING: unanimous (5-0); motion carried.**

The meeting was adjourned at 9:05 PM.

*Scry by tape: MERiordan*

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For the Selectboard

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Date