

**TOWN OF SHELBURNE
SELECTBOARD
MINUTES OF MEETING
October 24, 2023**

***Hybrid meeting**

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

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

OTHERS PRESENT: Members of the public participating in the meeting included Shelburne Town Host, Linda Riell, Tracey Beaudin, Joyce George, Rowland Davis, Bart Frisbee, Jeff Carr, Charlie Baker, Gail Albert, Rajiv Srinivasan, Samara Ashooh, Don Rendall, 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 Cate Cross, to approve the agenda as presented. VOTING: unanimous (5-0); motion carried.

3. CONFLICTS OF INTEREST

Mike Ashooh noted he will recuse himself from the appointment to the Climate & Energy Committee because the candidate is a family member.

4. MINUTES

October 10, 2023

MOTION by Andrew Everett, SECOND by Luce Hillman, to approve the minutes of 10/10/23 as presented. VOTING: 3 ayes, 2 abstentions (Cate Cross, Matt Wormser); motion carried.

5. PUBLIC COMMENT

Linda Riell thanked the Selectboard for supporting the cemetery proposal and noted the dollar figure quoted in the local newspaper for the beach house project may be incorrect.

6. SELECTBOARD COMMENTS

- All were urged to attend the library sale and parade on 10/29/23.

7. TOWN MANAGER REPORT/UPDATE

Town Manager, Matt Lawless, reported:

- Was the guest speaker at the Wake Robin community meeting where town activities and volunteer opportunities were discussed.
- Beach house project is making good progress.

There was discussion of the Spear Street bike lane study. Staff reported the traffic count is being redone and there has not been a full debriefing yet on the results.

8. CBC MATTERS

Name Change: Shelburne Natural Resources & Conservation Committee to Shelburne Natural Resources & Conservation Commission

MOTION by Andrew Everett, SECOND by Matt Wormser, to rename the Shelburne Natural Resources & Conservation Committee to Shelburne Natural Resources & Conservation Commission consistent with state law.

DISCUSSION:

- **Luce Hillman urged getting a better understanding of all the implications before changing the name.**

VOTING: 3 ayes, 2 nays (Luce Hillman, Cate Cross); motion carried.

Appointment: Pierson Library Board of Trustees

The Selectboard interviewed Rajiv Srinivasan for a position on the library board. Mr. Srinivasan briefly reviewed his relocation with his family from California to Vermont and his desire to serve the community.

MOTION by Matt Wormser, SECOND by Cate Cross, to appoint Rajiv Srinivasan to the Pierson Library Board of Trustees for a three-year term commencing October 11, 2023 and ending April 1, 2027. VOTING: unanimous (5-0); motion carried.

Appointment: Shelburne Climate & Energy Committee

Mike Ashooh recused himself. The Selectboard interviewed CVU student, Samara Ashooh, for a position on the Climate & Energy Committee. Ms. Ashooh mentioned her interest in climate and energy matters.

MOTION by Matt Wormser, SECOND by Andrew Everett, to appoint Samara Ashooh to the Shelburne Climate & Energy Committee for a term beginning October 11, 2023 and ending April 1, 2026. VOTING: 4 ayes, one abstention (Mike Ashooh); motion carried.

9. ZONING UPDATE REPORT

Staff reported on the progress to date by the consultants doing the zoning bylaw update and the process of review. The Planning Commission will review the work by the consultants at the first meeting of the Planning Commission in the month and hold a “listening session” (to begin January 2024) and meet jointly with the Natural Resources Commission and other town committees at the second meeting in the month. Neighborhood meetings will also be held to gather public comment.

The Selectboard urged the consultants to promote architectural consistency with the zoning changes to preserve the Vermont village and historical character of Shelburne. From a climate standpoint, the rewrite is an opportunity to ensure the town meets or

exceeds energy efficient standards for housing. Creating an incentive structure for what the town wants (solar panels, etc.) could be an approach. The town could consider having developers pay for equipment and staff to accommodate new infrastructure (roads, etc.) from their developments. Chris Robinson, Water Quality Superintendent, urged keeping affordability in mind when making requirements for solar.

Rowland Davis, Climate & Energy Committee, said the committee is paying attention to energy matters in the zoning rewrite and urged the Selectboard to attend the Planning Commission meetings when the consultants are presenting the changes. There is frustration with the citizen engagement process being pushed to January.

10. BRIEFING: Chittenden County Regional Planning Commission (CCRPC)
CCRPC Executive Director, Charlie Baker, and Shelburne representative to CCRPC, Jeff Carr, briefed the Selectboard on CCRPC planning assistance on Shelburne projects (sidewalks, stormwater, GIS, land use regulations, traffic counts) and capital projects in the Transportation Improvement Plan (US 7/Harbor Road/Falls Road intersection; Irish Hill sidewalk). It was noted that damage from the recent flooding in the state has caused some capital projects to be pushed back. Regional projects being done by CCRPC were also mentioned (updating the ECOS regional plan, housing, energy, transportation management, equity and inclusion). CCRPC will receive work program applications from towns in the county. Shelburne is urged to identify and prepare more projects for the TIP.

There was discussion of growth in the state, the housing shortage in Vermont, transit service and needed infrastructure (park-and-ride facilities). There was mention of coordinating and connecting multi-use paths town to town and making a safer crossing and slowing traffic on Route 7.

11. CHAMPLAIN DRIVE CROSSING AGREEMENT

Staff explained the agreement is between the town and VT Railways and allows the town to inspect and take in the crossing (30'). The town will continue to plow to the crossing only on the Class 4 roadway. Chris Robinson mentioned Class 4 roads may include stormwater requirements.

MOTION by Cate Cross, SECOND by Andrew Everett, to approve the agreement with VT Railways and VTrans regarding the extension of Champlain Drive and to initiate the road layout proceeding pursuant to 19VSA708-717. VOTING: unanimous (5-0); motion carried.

12. FERNDAL WAY DEDICATION

Chris Robinson reported there are no issues with the roadway, but cautioned the town about taking over the stormwater ponds. The town is working to resolve issues below the subdivision. The three-sided gravel wetlands on occasion back up onto a residential property. Also, the town's phosphorus control plan includes all impervious surface which would be the road and driveways in the subdivision and that could impact the phosphorus control plan.

Bart Frisbee, Sterling Homes, clarified the open space is owned by the homeowners association for the development. There is also a recorded covenant that says the land cannot be developed and easements are deeded to the town for access to the stormwater pipes to the pond. Having a public entity monitor and maintain the stormwater ponds and having the homeowners association pay for any needed repairs is a better approach than having the homeowners association be responsible for the stormwater ponds.

Following discussion, the Selectboard asked staff to issue an RFP for a consultant to determine what is needed for the town to take over stormwater ponds townwide.

MOTION by Andrew Everett, SECOND by Matt Wormser, to accept the irrevocable offer of dedication for Ferndale Way and all public utility infrastructure within the right-of-way into the town system. VOTING: unanimous (5-0); motion carried.

The Selectboard will further discuss stormwater management and homeowner association involvement at a future date.

13. STREET NAME: Turquoise Road

MOTION by Matt Wormser, SECOND by Andrew Everett, to approve the new private street name of “Turquoise Road”. VOTING: unanimous (5-0); motion carried.

14. SHELBURNEWOOD PLANNING GRANT EXTENSION

MOTION by Andrew Everett, SECOND by Cate Cross, to approve the grant agreements for community planning in Shelburnewood.

DISCUSSION:

- There was mention that the mobile home park abuts the nature reserve and wildlife habitat area.

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

15. ADJOURNMENT

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

The meeting was adjourned at 8:57 PM.

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For the Selectboard

Date