

**TOWN OF SHELBURNE  
SELECTBOARD  
MINUTES OF MEETING  
November 8, 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; Mike Thomas, Police Chief; Andy Dickerson, Assistant Fire Chief; Kevin Unrath, Library Director; David Hall, Tree Warden.

**OTHERS PRESENT:** Members of the public participating in the meeting included Susan McLellan, Peggy Coutu, Linda Riell, Patricia Fontaine, Lisa Merrill, Gail Henderson-King, William Keogh, Tracey Beaudin, Rowland Davis, Jane Zenaty, Tom Zenaty, Don Porter, Ted Grozier, Joyce George, Donna Fialkoff, dfpenar, Susan Grasso, Kenneth iPad, Sue Furry-Irish, Barbara Johnson, Ann Milovsoroff, iPhone, Jamie Stanis, 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 Luce Hillman, to approve the agenda as presented. VOTING: unanimous (3-0)[Kate Lalley and Cate Cross not present for the vote]; motion carried.**

**3. CONFLICTS OF INTEREST**

None.

**4. MINUTES**

*October 25, 2022*

**MOTION by Matt Wormser, SECOND by Luce Hillman, to approve the minutes of 10/25/22 as presented. VOTING: unanimous (3-0)[Kate Lalley and Cate Cross not present for the vote]; motion carried.**

**5. PUBLIC COMMENT**

None.

**6. SELECTBOARD COMMENTS**

- Congratulations were extended to Kate Lalley for election as Shelburne's state representative in the legislature.
- Positive comment was made on the participation by voters on Election Day.
- Thanks were extended to all for the Halloween Parade.

- Thanks were extended for flying the Abenaki flag at town hall. Abnaki Chief Stevens will be holding a discussion on the Abenaki culture at the historical town hall on 11/9/22.

#### **7. TOWN MANAGER REPORT/UPDATE**

Lee Krohn reported:

- Veterans Day ceremony is planned at 11:00 A.M. on the Parade Ground on 11/11/22.
- Town offices will be closed on Veterans Day (November 11<sup>th</sup>).
- The special meeting on the proposed zoning amendment to form based code will not be covered by Media Factory due to staffing constraints.
- Lee Krohn showed photos he took of the recent lunar eclipse.

#### **8. PROPERTY TAX LATE PAYMENT PENALTY WAIVER REQUEST**

Staff explained the new property owner at 193 Beaver Creek Road was not aware the taxes were not paid as part of the real estate transaction until a late notice was received.

**MOTION by Luce Hillman, SECOND by Matt Wormser, to waive the late fee and penalty of \$243.85 regarding property at 193 Beaver Creek Road. VOTING: unanimous (4-0)[Kate Lalley not present for the vote]; motion carried.**

#### **9. “SAFE ROUTES TO SCHOOL” GRANT APPLICATION**

Susan Grasso gave a brief overview of the up to \$40,000 VTrans grant which will be used to enhance safe routes to school. There is no local match required. If Shelburne receives the grant, the money will be used to improve the crosswalk on School Street.

Matt Wormser suggested the Selectboard consider lowering the speed limit by the school during certain times of the day through the school year.

**MOTION by Cate Cross, SECOND by Matt Wormser, to authorize the “Safe Routes to School” grant application as proposed and authorize the Town Manager to sign any documents needed, and further, if the grant is received and improvements constructed, the Town commits to future maintenance of the improvements. VOTING: unanimous (5-0); motion carried.**

#### **10. TOWN DEPARTMENT BUDGET PROPOSALS FY2023-24**

The Selectboard heard budget proposals from the following department heads/committees:

- Fire Dept. – The budget reflects the increased cost of goods, personal protective equipment (PPE), equipment maintenance, personnel (staffing and retention), and apparatus (replacement of the front line engine). The 29% increase does not include the cost for a full-time paid Fire Chief (budget increase with the full time position is 52%). [There was discussion of supporting the department through funding and non-funding actions. There was mention of consolidating administrative functions with area departments.]

- Police Dept. – The increase in the budget is due to salaries, training, radios, and staffing. Capital items include Pritchard Mountain fees and one cruiser. Hiring bonus and retention pay continues to be paid with ARPA funds.
- Pierson Library – The budget request is for a 13% increase of which 5% is for inflation. The increase will fund the Program Coordinator position and library materials. [There was discussion of combining service contracts and sharing resources across municipal government for efficiencies and potential cost savings. Green Mountain Higher Education Consortium, a central organization for finance and human resources, was mentioned.]
- Cemetery Committee – The budget is similar to last year’s budget. A new tractor is needed for grounds maintenance.
- Bike/Ped/Village Safety Committee – Priority items include sidewalk in front of the Shelburne Country Store, fog lines on Town roads, the library parking lot and transition area, and sidewalk to the Museum. The committee is requesting a thorough prioritizing of the pedestrian infrastructure in town and what has been funded to date. [There was discussion of a destination of values map and a path to Shelburne Farms and the Town Beach.]
- Social Services Committee – The budget request is for level funding. Money is always needed and always spent. The committee does not know ahead of time where needs will arise.
- Dog Park Committee – No request for funding this year.
- Tree Committee – The budget increase is 1% to continue work on the ash tree management plan (3<sup>rd</sup> year) and for grant match money. Grant applications are submitted and money from the tree conservation fund and the ash tree management fund are used for grant match money.
- Shelburne Natural Resources & Conservation Committee – The request is \$60,000 for the Open Space Conservation Fund and some money for signs. [There was discussion of the possibility of Shelburne having its own local land trust at some point in the future.]
- Equity & Diversity Committee – The budget request is \$12,000 to cover the cost of continued consulting work, inflation, and hosting more community events.

**11. SHELBURNEWOOD COMMUNITY DEVELOPMENT BLOCK GRANT MOTION by Matt Wormser, SECOND by Kate Lalley, to accept the grant agreement offer for the Shelburnewood expansion feasibility study and designate the Town Manager as the person with overall administrative responsibility and as the authorizing official to execute the grant agreement and other documents as may be necessary to secure the funds. VOTING: unanimous (5-0); motion carried.**

**12. EXECUTIVE SESSION: Personnel MOTION by Luce Hillman, SECOND by Kate Lalley, pursuant to 1VSA313 to enter into Executive Session to consider the 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 8:57 PM and adjourned at 9:58 PM.

**13. ADJOURNMENT**

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

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

The meeting was adjourned at 9:58 PM.

*RScty by tape: MERiordan*

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For the Selectboard

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Date