



Town of Shelburne, Vermont

SELECTBOARD MEETING

Tuesday, March 26, 2019

Shelburne Town Offices, 5420 Shelburne Road, Shelburne, Vermont

ANNOTATED AGENDA

1. Call to Order 7:00 P.M.
2. *Approve Agenda 7:00 P.M.
3. *[Approve Selectboard meeting minutes of 3/12/2019](#) 7:02 P.M.
4. Public Comments and New Library/Town Center project update 7:05 P.M.
5. Selectboard Comments 7:15 P.M.
5. Town Manager Report – *including updates on Selectboard Retreat, CBCs, and economic development...* 7:20 P.M.
7. *Schedule for signing warrants/reviewing accounts payable 7:25 P.M.

Finance Director Peter Frankenburg will propose a schedule for the year for Selectboard members.

8. *Vermont Rail court [decision](#) and [dissent](#) 7:26 P.M.

All are aware of the recent decision of the Second Circuit Court of Appeals. The Selectboard will go into executive session to review the decision with legal counsel, and will then return to open session to make a statement.

Motion 1: Pursuant to 1 VSA 313, I move to find that premature general public knowledge of the Town's legal strategy in pending civil litigation would clearly place the Town at a substantial disadvantage.

Motion 2: Pursuant to 1 VSA 313, I move to enter executive session to discuss the Town's legal strategy in the matter of Vermont Railway, Inc. v. Town of Shelburne, and to invite the Town Manager and Town Attorney to participate.

9. *Appoint members to Fire/Rescue property site analysis steering committee, discuss anticipated process and timeline 8:00 P.M.

As discussed at our recent meeting, the Selectboard intends to appoint a steering committee to represent the Town in the shared process of site suitability analysis and permitting for the prospective Fire/Rescue facility at RT 7 and Longmeadow Drive. At this time, it is anticipated that this committee will include a Selectboard member, the Fire Chief, Rescue Chief, Town Manager, and one or several members of the public.

As of this writing, we have two expressions of interest in hand: Catherine Collette and Chris Boyd. Even if we don't have the full complement of members anticipated or sought, we may still want to form a committee with those in hand, as the work is poised to begin as soon as possible; and as we all know, it is difficult to know in advance just how long (or unexpectedly complicated) some of this work can be. If we hope for additional members, we can continue to solicit interest, and make additional appointments as may be desired at an upcoming meeting.

10. "Rolling" three-month work plan – Town Manager

8:15 P.M.

As you'll recall, Goal 3 of our agreed upon Goals & Objectives tasked me with preparing a rolling three-month work plan, describing key issues to be worked on, while recognizing the inevitable changes that will need to occur as new or unanticipated matters arise that require our attention or response. Not least of these is the Fire/Rescue property matter, a new issue that arose when the ink was barely dry on the Goals and Objectives document.

Please find below a first draft approach to this for review and discussion, which of course we can modify in form or content as best serves our shared needs. While much of this relates to the Manager's workflow, these tasks and topics will clearly overlap with Selectboard work, discussion and decisionmaking as dictated by the issues before us. All work topics will include updates to the Selectboard as appropriate.

APRIL

Fire/Rescue property matter: launch steering committee, meet with partners, clarify and agree upon strategy, timeline, workplan, decision points, and other key matters to ensure an effective and efficient process. Keep Selectboard and community informed as appropriate.

CBC Appointments: clarifying vacancies and seeking/appointing new members.

Stormwater Utility: Contact SWAC/stakeholders (Goal 1, Objective 1a – done); confirm continued interest, (re)appoint advisory committee, reengage process, present steps and timeline.

Library/Town Center Project: ongoing project management.

Wastewater Treatment Facilities: review and analyze anew the options for facility upgrades or changes; briefing and guided discussion.

Town Treasurer: what comes next...

Delinquent taxes: continued efforts to resolve

Local Emergency Operations/Management Plan

Filling the Admin. position in the Manager's Office

MAY

Library/Town Center Project: ongoing project management.

Fire/Rescue property matter: continued process management as needed.

Wastewater Treatment Facilities: decision point regarding South Burlington.

Stormwater Utility: continued work as needed.

Energy Conservation Initiative – prepare for Selectboard consideration.

Delinquent taxes: continued efforts to resolve

Bike/Ped improvements on Falls Road and elsewhere

JUNE

Economic/Community Development Initiative – prepare for Selectboard consideration

Stormwater Utility: continued work

Fire/Rescue Property: continued work

Town Facility Maintenance Needs/Cost Estimates

Delinquent taxes: continued efforts to resolve

For now, this is an initial survey of known, major projects. Of course, there is considerable regular, routine work and needs to be resolved with staff inquiries, citizen requests, zoning matters presented by P&Z staff, collaboration with other Town Departments, as well as external entities or agencies, the dog park, IT and A/V matters, and the many other matters that need to be addressed or that arise each and every day in our busy, full-featured community.

11.* Energy Conservation and Economic Development initiatives, discussion of organization

This is a continuation of previous discussions about possible Economic Development initiatives that could be undertaken and efforts to encourage energy conservation including in town buildings and possibly establishing an energy conservation committee.

12. *Executive Session: contract negotiations regarding a purchase and sales agreement 8:30 P.M. for the prospective Fire/Rescue portion of the Rice Lumber/Healthy Living property

As of this writing, negotiations continue, and appear to be headed toward mutual resolution. If all goes well, we'll have an agreement in hand to review and approve; and if so, counsel

does not believe we will need him available by phone to discuss. Stay tuned.

13. *Convene as Liquor Commission to consider liquor licenses

8:55 P.M.

As of this writing, we have one pending liquor license for Spillane's Mobil; there are still just a few yet to be submitted for review.

14. *Adjourn

9:00 P.M.

Upcoming meeting dates: April 9 & 23, May 14 & 28

* Decision Item

Times allotted to each agenda item are approximate and may vary depending on the discussion.

Reasonable accommodations will be provided upon request to ensure that this meeting is accessible to all individuals