

**TOWN OF SHELBURNE
SELECTBOARD
MINUTES OF MEETING
May 14, 2019**

MEMBERS PRESENT: Jerry Storey (Chair); Colleen Parker [arrived 7:11 PM], Mary Kehoe, Mike Ashooh, Jaime Heins [arrived 7:13 PM].

ADMINISTRATION: Lee Krohn, Town Manager; Peter Frankenburg, Finance Director; Chris Robinson, Water Quality Superintendent.

OTHERS PRESENT: Ruth Hagerman, Sara and Tom Tompkins, Sarah Reeves, Anne Powell, Chris Kent, Gail Henderson-King, Ted Grozier, Megan McBride, John Reilly, Anne Bentley, Don Porter, Karen Metsker, Roselyn Graham, Tom Denenberg, Jake Clark, Dwight Mazur, Lisa Scagliotti (Shelburne News).

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

1. CALL TO ORDER

Chair Jerry Storey called the meeting to order at 7 PM.

2. APPROVE AGENDA

MOTION by Mary Kehoe, SECOND by Mike Ashooh, to approve the agenda with the addition of the reading of the Arbor Day Proclamation and tabling the Executive Session on the solar panel proposal. VOTING: unanimous (3-0)[Colleen Parker and Jaime Heins not present for vote]; motion carried.

3. MINUTES

April 23, 2019

MOTION by Mary Kehoe, SECOND by Mike Ashooh, to approve the 4/23/19 minutes as presented. VOTING: unanimous (3-0)[Colleen Parker and Jaime Heins not present for vote]; motion carried.

4. PUBLIC COMMENT and LIBRARY/TOWN CENTER UPDATE

➤ Ruth Hagerman reported work is progressing on the library/town center project to include the storm water facility, sewer line installation, soil testing (no contamination indicated), brick facing on portico, slate for roof, overlay of Douglas fir over the doors, painting the basement of town hall and buffing floors. The conversations now are of the final pieces of the project.

5. SELECTBOARD COMMENTS

- The Selectboard agreed the recent retreat was productive and well attended by the public.
- Mary Kehoe thanked Wild Heart Distillery for hosting the retreat, and encouraged people to patronize these local businesses.

- Colleen Parker warned drivers to stop for the school bus when the red lights are on. There was comment by the public echoing the concern about aggressive drivers on the road.

6. TOWN MANAGER REPORT

Lee Krohn noted the following:

- Thanks to all for again making Green Up Day a success in Shelburne.
- The farmers' market will resume on the Parade Ground on Memorial Day weekend.
- Paving on Falls Road must be done before the striping.
- A flashing beacon will be installed this spring at the crosswalk from Town Offices to the Parade Ground.
- Thanks to the public for their patience with the sewer line work and traffic detour.

7. CBC/APPOINTMENTS

Bike/Ped Paths Committee

Ted Grozier formerly of Berlin, Germany, explained his interest in biking and wanting bikes to be a part of the energy and transportation solution.

MOTION by Jaime Heins, SECOND by Mary Kehoe, to appoint Ted Grozier to the Bike/Ped Paths Committee for a three-year term effective 5/14/19 and ending April 1, 2022. VOTING: unanimous (5-0); motion carried.

Ethics Committee Alternate

Anne Powell, retired educator, mentioned her experience working with children and parents and finding a balance.

MOTION by Mike Ashooh, SECOND by Mary Kehoe, to appoint Anne Powell as an alternate on the Ethics Committee for a term beginning 5/14/19 and ending April 1, 2022. VOTING: unanimous (5-0); motion carried.

Dog Park Committee

Karen Medsker mentioned her background as a college professor and owner of a company that develops adult training programs, and explained her interest in serving on the Dog Park Committee.

MOTION by Mary Kehoe, SECOND by Colleen Parker, to appoint Karen Medsker to the Dog Park Committee for a three-year term effective 5/14/19 and ending April 1, 2022. VOTING: unanimous (5-0); motion carried.

Planning Committee

Megan McBride explained her professional experience in planning sustainable development and her interest in serving the town.

MOTION by Mary Kehoe, SECOND by Jaime Heins, to appoint Megan McBride to the Planning Commission for a term beginning 5/14/19 and ending April 1, 2022. VOTING: unanimous (5-0); motion carried.

CSWD

MOTION by Colleen Parker, SECOND by Mike Ashooh, to re/appoint Tim Loucks as the Shelburne representative on the Chittenden Solid Waste District Board of Commissioners for a continued term ending May 31, 2020, and Lee Krohn as the alternate. VOTING: unanimous (5-0); motion carried.

8. ARBOR DAY PROCLAMATION

Gail Henderson-King, Tree Advisory Committee, read the proclamation for Arbor Day in Shelburne on May 18, 2019 at the town beach and the planned activities.

9. WASTE WATER ALLOCATION REQUEST

There was brief discussion of the municipal ordinance stating that the Selectboard must approve sewer allocations. Inquiry will be made as to whether all such allocations require Selectboard approval.

MOTION by Mary Kehoe, SECOND by Mike Ashooh, to approve a waste water allocation for 210 gpd for a new single-family house off of Spear Street. VOTING: unanimous (5-0); motion carried.

10. WAIVER OF LATE PROPERTY TAX PAYMENT

MOTION by Mary Kehoe, SECOND by Colleen Parker, to waive the late fee for a late property tax payment as presented. VOTING: unanimous (5-0); motion carried.

11. FIRE DEPARTMENT GRANT APPLICATION

First Lt. Dwight Mazur explained the federal 75/25 match grant application for the purchase of a new fire boat. The existing boat is 30 years old and beginning to take on water in the foam core. The fix would be expensive. In addition, technology and safety features in fire boats have improved over the past 30 years. The Coast Guard relies on other departments along the lake for assistance when necessary. The department will try to do fund raising for the grant match money.

MOTION by Colleen Parker, SECOND by Jaime Heins, to approve the grant application request by the volunteer Shelburne Fire Department for a primary response boat to replace Marine 1. VOTING: unanimous (5-0); motion carried.

12. CSWD FY2020 BUDGET PRESENTATION

Sarah Reeves, CSWD Executive Director, highlighted the following with the proposed FY20 CSWD budget:

- Projected revenues \$12,628,865
- Projected expenses \$11,450,520
- Projected capital expenses \$665,468

- Balance of \$331,719 going into the solid waste management fee rate stabilization fund
- Key changes:
 - Compost will only be sold locally
 - Compost name changed to Organics Diversion Program
 - Tip fee for food scraps increased to \$60/ton
 - MRF tip fee increased to \$65/ton
 - Site for new MRF being investigated
 - Replacement DOC in Hinesburg being built
 - Fee for bagged trash to increase.
 - Charge for mattress disposal to increase
 - Charge for recycling will be \$2 per trip

There was brief discussion of how CSWD is funded (user fees, tip fees, solid waste management fees, material sales) and if there is capacity to handle the anticipated volume of organics (CSWD has been planning for the past two years on how to handle the increased volume). Following inquiry of the capital expenditure figure, Sarah Reeves explained the numbers reflect worst case scenarios.

MOTION by Jaime Heins, SECOND by Colleen Parker, to approve the CSWD FY20 budget as presented. VOTING: unanimous (5-0); motion carried.

13. LOAN FOR HIGHWAY BUCKET LOADER

Finance Director, Peter Frankenburg, explained the balance on the new loader purchased in January will be financed with a loan through the state at a 2% fixed rate for five years.

MOTION by Colleen Parker, SECOND by Mary Kehoe, to authorize the Treasurer to sign a loan for \$100,000 for the Highway Department bucket loader as recommended by staff. VOTING: unanimous (5-0); motion carried.

14. LIBRARY/TOWN CENTER FINANCING

Peter Frankenburg stated application was submitted to the Vermont Bond Bank for \$3.9 million to complete the library/town center project, but the funds will not be available until July/August, so a line of credit is needed to pay the bills from the project in the interim. The line of credit for \$2.5 million would be through the National Bank of Middlebury at a rate of 2.75%.

MOTION by Colleen Parker, SECOND by Mike Ashooh, to obtain a \$2.5 million line of credit to finance the library/town center project until the funds from the Vermont Bond Bank are received. VOTING: unanimous (5-0); motion carried.

15. WASTE WATER TREATMENT FACILITY NEEDS

Chris Robinson, Water Quality Superintendent, and John Reilly with Hoyle, Tanner & Associates, gave a brief overview of existing options (alternatives 1,2,3,4) with the sewer treatment plants and associated costs. Non-economic factors were also reviewed. Staff recommend that the Town tie into the South Burlington waste water treatment system

(Alternative 4). South Burlington needs a decision by June, 2019. DEC supports the arrangement. South Burlington has as similar contract with Colchester and the term is 20 years. It will be several years before Shelburne can connect to the South Burlington system and two pump stations will be needed. Shelburne will continue to maintain the collection system in town. Lee Krohn added potential upgrades and costs can be investigated and the information provided at the next meeting.

The Selectboard concurred it makes sense to consolidate services for economies of scale. Staff will provide more information for review and possible decision at the next meeting.

16. SHELBURNE MUSEUM SOLAR PROJECTS

Tom Denenberg, Shelburne Museum, and Jake Clark, Encore, explained the planned and existing solar arrays on the museum grounds which will have a material effect on energy costs for the museum and further reduce the carbon footprint.

17. EXECUTIVE SESSION: Litigation

MOTION by Colleen Parker, SECOND by Mike Ashooh, pursuant to 1VSA313 to find that premature public knowledge of the town's strategy involving litigation to which the town is a party would place the town at a substantial disadvantage.

VOTING: unanimous (5-0); motion carried

MOTION by Colleen Parker, SECOND by Mary Kehoe, based on the finding of premature public knowledge placing the town at a substantial disadvantage to go into Executive Session to evaluate the town's position on strategy and pending litigation, and invite the Town Manager to participate. VOTING: unanimous (5-0); motion carried.

Executive Session was convened at 9:14 PM.

MOTION by Mary Kehoe, SECOND by Colleen Parker, to adjourn Executive Session. VOTING: unanimous (5-0); motion carried.

Executive Session was adjourned at 9:35 PM.

18. ADJOURNMENT

With no further business and without objection the meeting was adjourned at 9:35 PM.

RScty: MERiordan

For the Selectboard

Date