

**TOWN OF SHELBURNE
SELECTBOARD
MINUTES
April 26, 2022**

***Hybrid meeting held via teleconference and in-person.**

MEMBERS PRESENT: Mike Ashooh (Chair), Luce Hillman, Cate Cross, Kate Lalley, Matt Wormser.

ADMINISTRATION: Lee Krohn, Town Manager; Peter Frankenburg, Finance Director; Adele Gravitz, Planning Director; Brian Monaghan, Town Attorney; Diana Vachon, Town Clerk.

OTHERS PRESENT: Members of the public participating in the meeting included Alec Webb, Sean Moran, Linda Riell, Zoe Hart, Maureen Peru, Karen Chatfield, Gina Clithero, Carol Bick, Patricia Fontaine, Shelburne Town Host, Ryan Brown, Bill Deming, Bill Keogh, James Mack, Wanda Morgan, Joyce George, Pax, Maria Horn, Jeff Carr, Michael Thomas, David Conard, Tracey Beaudin, Susan Moraska, Don Porter, LG Stylo 5, Lee Suskin, Linda, Sharon Glezen, Peter Cooper, Vivian, Don Rendall, Rowland Davis, Dianne Davis, Sadie Southworth, Susan Cooke Kittredge, Bob Heiser, Sue Irish, Vivian's iPhone, Charlotte, Media Factory.

1. CALL TO ORDER

Chair Mike Ashooh called the hybrid in-person and teleconference meeting to order at 7 PM.

2. APPROVE AGENDA

MOTION by Cate Cross, SECOND by Matt Wormser, to approve the agenda with the addition of adoption of the Local Emergency Management Plan. VOTING: unanimous (4-0)[Kate Lalley not present for vote]; motion carried.

3. MINUTES

April 12, 2022

MOTION by Cate Cross, SECONDD by Matt Wormser, to approve the minutes of 4/12/22 as presented. VOTING: unanimous (4-0) [Kate Lalley not present for vote]; motion carried.

4. PUBLIC COMMENT

There were comments and questions on the following:

- Appreciation for items on agenda which show the Selectboard is trying to be proactive.
- Status of Bob Lake in the Police Dept. – Lee Krohn reported Bob Lake is still on the police roster, but has not been on a shift in recent times and the time of his return is a question for the Police Chief.

- Plan for addressing issues in the Police Department – Lee Krohn reported some changes have been initiated. Others will be at the appropriate time. What is public information versus a personnel issue needs to be determined.

5. SELECTBOARD COMMENTS

- Matt Wormser said he is excited to close some elements in the Police Dept. that have been under discussion of late and is looking to get back to level staffing.
- Luce Hillman noted the Selectboard has the Planning Commission meeting and the retreat this week.
- Cate Cross announced baseball opening day is 4/30/22 and that she is on the VLCT Equity & Diversity Committee.
- Mike Ashooh urged the public to attend the retreat to share diverse ideas and discussion.

6. TOWN MANAGER REPORT/UPDATE

Lee Krohn reported:

- Selectboard retreat will be live stream and Zoom.
- Bike/Ped Advisory Committee is meeting with a consultant from CCRPC on 4/27/22 to discuss the bike-ped connectivity study.

7. CBC APPOINTMENT(S)

Finance Committee

The Selectboard interviewed Jeff Carr for a position on the Finance Committee.

MOTION by Cate Cross, SECOND by Kate Lalley, to appoint Jeff Carr to the Finance Committee effective immediately and ending April 1, 2025. VOTING: unanimous (5-0); motion carried.

8. CAT & DOG OF THE YEAR AWARDS

Recipient of the “Cat of the Year” award is Otto owned by Steven Goldstein. Recipient of the “Dog of the Year” award is Maggie owned by Roger and Betty Jean Bogue.

9. PROPERTY TAX LATE FEE WAIVER REQUEST

Lee Krohn reported the property owner explained the property tax payment was late due to a medical incident in the family. Prior to this time the property owner has not missed nor been late with a payment.

MOTION by Matt Wormser, SECOND by Cate Cross, to waive the late fee and penalty in the amount of \$351.72 for Account #3710056 provided the property owner enrolls in the automatic payment program unless unable to do so.

DISCUSSION: Staff will confirm enrollment by the property owner.
VOTING: unanimous (5-0); motion carried.

10. FAIR & IMPARTIAL POLICING POLICY

A letter from Mary Kehoe in support of the policy was provided to the Selectboard. There was discussion with the Town Attorney of possible concerns with removing reference to federal statutes relative to communicating with federal immigration officials. There was public comment in support of the policy.

MOTION by Cate Cross, SECOND by Kate Lalley, to adopt the Fair & Impartial Policing Policy as proposed for the Shelburne Police Department. VOTING: unanimous (5-0); motion carried.

11. POLICE CHIEF SEARCH PROCESS

Possible courses of action for the search for a new police chief were discussed. Options include an internal search, external search, engaging a consultant, hiring on a contract that outlines the terms of office. There was agreement the process needs to be transparent. The search committee determined by the Selectboard should include town committees and public. The Town Manager does the hiring. An interim Chief could continue until the search is complete. Discussion will continue at the next Selectboard meeting.

12. SHELBURNE NATURAL RESOURCES COMMITTEE FUNDING REQUEST

MOTION by Matt Wormser, SECOND by Kate Lalley, to allocate \$50,000 from the Shelburne Open Space Fund toward the acquisition in the land conservation project on Shelburne Farms as described by Alec Webb. VOTING: unanimous (5-0); motion carried.

13. DIVERSITY & EQUITY COMMITTEE GRANT APPLICATION

Patricia Fontaine explained the grant from VLCT and the Vermont Office of Racial Equity for \$10,000 which the Shelburne Diversity & Equity Committee will use to hire a consultant to help the committee pursue the committee's charge and goals.

MOTION by Cate Cross, SECOND by Kate Lalley, to approve the grant application set forth by the Diversity & Equity Committee in the amount of \$10,000 from VLCT and Vermont Office of Racial Equity and authorize the Town Manager to sign the appropriate documentation. VOTING: unanimous (5-0); motion carried.

14. RATIFY UPDATED POLICE & DISPATCH CONTRACT

It was noted the contract addresses step chart clarification, base wage increases, hiring new employees based on years of experience, and a term of five years.

MOTION by Kate Lalley, SECOND by Matt Wormser, to ratify the agreement between the Town of Shelburne and the New England Police Benevolent Association Local 413 effective July 1, 2021 through June 30, 2026. VOTING: unanimous (5-0); motion carried.

15. LOCAL EMERGENCY MANAGEMENT PLAN

MOTION by Matt Wormser, SECOND by Kate Lalley, to approve Shelburne’s Local Emergency Management Plan. VOTING: unanimous (5-0); motion carried.

16. ZONING AMENDMENT FROM PLANNING COMMISSION

MOTION by Matt Wormser, SECOND by Kate Lalley, to accept the proposed zoning bylaw entitled “Conduct of Outdoor Business Activity” and warn a public hearing on 5/24/22. VOTING: unanimous (5-0); motion carried.

17. EXECUTIVE SESSION: Personnel

MOTION by Kate Lalley, SECOND by Cate Cross, pursuant to 1 VSA 313 to enter into Executive Session to consider 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 8:41 PM.

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

Executive Session was adjourned and the regular meeting reconvened at 9:25 P.M.

ACTION FOLLOWING EXECUTIVE SESSION

Mike Ashooh announced the Selectboard is considering making a longer-term appointment in the Police Department to allow time to compile a comprehensive plan for a full search for the Police Chief position. This item will be on the next Selectboard agenda. Also, the Selectboard is considering signing bonuses and retention bonuses to help with staffing issues. This item will be on the next Selectboard agenda.

18. ADJOURNMENT

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

The meeting was adjourned at 9:30 P.M.

RScty by tape: MERiordan

For the Selectboard

Date