

**TOWN OF SHELBURNE  
SELECTBOARD  
MINUTES OF MEETING  
October 27, 2020**

**\*Meeting held via teleconference.**

**MEMBERS PRESENT:** Jerry Storey (via telephone), Jaime Heins, Mike Ashooh, Mary Kehoe, Kate Lalley.

**ADMINISTRATION:** Lee Krohn, Town Manager; Peter Frankenburg, Finance Director; Dean Pierce, Planning Director; Betsy Cieplicki, Recreation Director; Kevin Unrath, Library Director.

**OTHERS PRESENT:** Members of the public participating in the meeting included Sam Feitelberg, Gail Albert, Don Porter, Tom Tompkins, Dan York, Susan McLellan, Gail Henderson-King, Lilly Young, Bill Deming, David Hall, Tom & Jane Zenaty, Cate Cross, Jessica Brumsted, Jacob Lubarsky, Candace Page, Ken Scott, Andrew Everett, Ted Grozier, David Leckey, Lisa Merrill, John Zicconi, Charlie Baker, Linda Riell, Alex Nalbach, Marc Vincent, Rebecca Jewett, Charlotte Albers, Jessica Coleman, Marcy/Media Factory.

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**1. CALL TO ORDER**

Chair Jerry Storey was attending by telephone and asked Vice Chair, Jaime Heins, to facilitate the meeting. Jaime Heins called the teleconference meeting to order at 7 PM, explained the procedure to be followed, and held a roll call.

**2. APPROVE AGENDA**

**MOTION by Mike Ashooh, SECOND by Jerry Storey, to approve the agenda with the addition of the grant application by the Tree Committee. VOTING by roll call: unanimous (5-0); motion carried.**

**3. MINUTES**

*October 13, 2020*

**MOTION by Mary Kehoe, SECOND by Mike Ashooh, to approve the minutes of 10/13/20 as presented. VOTING by roll call: 4 ayes, one abstention (Jerry Storey); motion carried.**

**4. PUBLIC COMMENT**

- Gail Albert requested a moment of silence for past member of the Shelburne Natural Resources Committee, Susan Moegenburg, who recently passed away.
- Dan York urged the Selectboard to schedule a public hearing on the zoning changes submitted by the Planning Commission.

**5. SELECTBOARD COMMENTS**

- Mary Kehoe noted 61% of the voters in Shelburne have voted already.
- Mike Ashooh urged all to vote.

- Jerry Storey thanked all volunteers and committee members for another successful Halloween parade. Jerry Storey commented on the Selectboard rule about missing three meetings within a certain time period and pointed out he is attending via telephone and not missing the meeting. Jerry Storey extended thanks to all for the well wishes that were sent to him.

## 6. TOWN MANAGER REPORT/UPDATE

Lee Krohn reported:

- The Halloween parade event was a success and a small return to normalcy.
- Thanks to all for doing their part to stay healthy and well.
- The election is ongoing. All are urged to vote. The bond vote on the sewer upgrade in the Route 7 corridor is on the back of the ballot.
- Welcome to the new shop in town selling women's clothing. The business relocated to Shelburne from Burlington.

## 7. BUSINESS REPORT: Economic Development Consultant, David Leckey

David Leckey reviewed his extensive background in business and economic development, and his excitement to work with Shelburne. Mr. Leckey said he is looking forward to meeting with a cross-section of groups and individuals.

## 8. CBC APPOINTMENT(S)

*Shelburne Tree Committee*

**MOTION by Mary Kehoe, SECOND by Kate Lalley, to appoint Thea Platt to a three-year term on the Shelburne Tree Committee effective immediately and ending April 1, 2023. VOTING by roll call: unanimous (5-0); motion carried.**

*Shelburne Bike/Ped Committee*

The Selectboard interviewed Jessica Coleman and Andrew Everett for positions on the Bike/Ped Committee. The candidates explained the experience they will bring to the committee and interest in serving the town.

**MOTION by Mary Kehoe, SECOND by Jerry Storey, to appoint Jessica Coleman to the Shelburne Bike/Ped Committee effective immediately and ending April 1, 2023. VOTING by roll call: unanimous (5-0); motion carried.**

**MOTION by Mary Kehoe, SECOND by Mike Ashooh, to appoint Andrew Everett to the Shelburne Bike/Ped Committee effective immediately and ending April 1, 2023. VOTING by roll call: unanimous (5-0); motion carried.**

## 9. Regional Planning Commission Annual Report

Charlie Baker, CCRPC Executive Director, and John Zicconi, Shelburne representative on the Regional Planning Commission, reviewed the Regional Planning annual report and services provided to the Town of Shelburne. The projects being done in Shelburne that are in the Transportation Improvement Plan were also reviewed. The types of projects include roads, bridges, water quality, housing. Charlie Baker noted Regional Planning will also help towns with the issues of racial equity and public engagement.

There was mention of sidewalks in town and VTrans returning to doing work on Route 7 (widening and adding turn lanes). Rep. Jessica Brumsted offered to asked the Chair of the House Transportation Committee to discuss state projects on Route 7 with the Selectboard.

Kate Lalley asked about the status of a trail/path adjacent to the rail line. John Zicconi said historically the railroad has been reluctant to allow people near the tracks due to safety concerns.

## **10. PRELIMINARY BUDGET PRESENTATIONS**

### *Veterans Committee*

Sam Feitelberg reviewed the committee income (\$1000 from the sale of bricks and other fund raising and support) and expenses (\$3,230 for projects, maintenance, and installation of bricks), noting COVID has impacted projects and activities including fund raising. The Committee has \$19,000 in the bank at this time.

### *Social Services Committee*

Linda Riell reported the committee is requesting level funding for FY21-22 to cover the requests received and anticipated.

### *Parks & Rec*

Betsy Cieplicki reported there are not many changes from the previous year's budget for operating expenses. The goal is to keep costs low and only increase fees if necessary. It is hoped programs can return to normal after the COVID pandemic is over. No special projects are planned, but a software upgrade is needed.

Mike Ashooh asked about paving the parking lot at the beach and the beach house improvements, mentioning a public/private partnership should be explored for the project. Betsy Cieplicki said the beach house project is in the capital plan, but has been pushed out a couple of years. Staff is looking to do more work on fund raising. Regarding the parking lot, Lee Krohn said the Highway Superintendent felt it makes more sense to pave the road and parking lot at once and that is not in the budget this year.

### *Library*

Kevin Unrath said basically the \$477,973 budget is level funded. There is lots of online programming and the idea of full-time employees cost sharing for health care should be explored. Increases in the budget include library materials (books, e-books, magazines, resources) and building expenses and utilities because the building is larger.

There was discussion of employees sharing in the cost of health care which likely would have to be phased in and be income sensitive. The matter needs to be further discussed with employees and the Selectboard. Kevin Unrath suggested researching through VLCT what other towns are doing.

*Natural Resources Committee*

Gail Albert said the committee has one budget request of \$50,000 to address conservation opportunities that arise, and to have the budget amount be a free-standing ballot item. The committee also requests a placeholder in the Capital Improvement Plan for long term planning with the amount increased \$5,000 each year until the accrued amount reaches one-half cent on the tax rate. There is \$165,000 in the conservation fund currently which has been leveraged to attain more funding. Since 1996 nearly \$1 million has been spent and \$5 million has been leveraged from other conservation organizations. In other matters, the committee has been working with the Planning Commission on updating regulations on resource protection, and with the Rec Department and Paths Committee on protecting sensitive areas.

**11. TOWN MANAGER/SELECTBOARD GOALS & OBJECTIVES**

Lee Krohn provided an update on the identified four primary elements: stormwater utility (work is ongoing to implement next fiscal year), economic development (a Finance Committee has been established and an economic development coordinator has been hired to help launch economic development initiatives), COVID pandemic response (state guidelines and wellness approaches have been implemented and grant opportunities pursued), and organizational/succession planning (work in progress though a Town Treasurer has been hired).

Jerry Storey said for the basis of performance evaluation the Selectboard recognizes the first three goals have overrun the fourth which still should be retained in the work program.

**12. TREE COMMITTEE GRANT APPLICATION**

**MOTION by Mary Kehoe, SECOND by Jerry Storey, to allow the Tree Committee to submit a grant application to the State Community Forest Program for a \$5,000 grant with a 50/50 match for the purpose of adding 10 trees to the Davis Park area as described and to have the 50% match met by \$4,000 from the Tree Conservation Fund and some donations and in-kind (volunteer) work. VOTING by roll call: unanimous (5-0); motion carried.**

**13. PROPOSED ZONING AMENDMENTS FROM PLANNING COMMISSION**

Dan York, Richard Drive, explained he cannot put a deck on his house without change to the setback requirement. The Selectboard is urged to warn a public hearing on the proposed zoning amendments so the changes can move forward.

Jaime Heins said a more strategic and disciplined approach is needed to handling zoning amendment proposals. For example, the Selectboard could receive amendment proposals from the Planning Commission two or three times per year. It is important to advance the goals of regulatory reform. Jerry Storey suggested the Selectboard accept the proposed amendments, but not set a hearing date because the proposal is piecemeal. In the context of regulatory reform larger scale, bigger picture changes are wanted. Mary Kehoe said

the proposed changes are in line with the town plan so they should be accepted and a hearing date set. Mike Ashooh agreed, adding regulatory reform can still be pursued.

**MOTION by Mary Kehoe, SECOND by Mike Ashooh, to accept the zoning amendment proposal from the Planning Commission and warn a public hearing on January 26, 2021. VOTING by roll call: unanimous (5-0); motion carried.**

**14. WASTEWATER ALLOCATION: 154 Caspian Lane**

**MOTION by Mary Kehoe, SECOND by Jerry Storey, to approve 210 gpd of wastewater allocation for a single-family house at 154 Caspian Lane. VOTING by roll call: unanimous (5-0); motion carried.**

**15. ADJOURNMENT**

**MOTION by Mary Kehoe, SECOND by Kate Lalley, to adjourn the meeting. VOTING by roll call: unanimous (5-0); motion carried.**

The meeting was adjourned at 9:33 PM.

*RScty by tape: MERiordan*

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For the Selectboard

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Date