**Select Board Meeting Minutes April 25, 2022 Zoom Teleconference 5:30 pm**

**Call to Order**: Bob Manners called the meeting to order at 5:30 pm. Others present: Selectboard members Margaret Payne, Andrew Baker, and Town Administrator Terry Narkewicz.

**Acceptance of Meeting Minutes:** A motion was put forth by Margaret to approve the minutes of April 11. This was seconded by Andrew. Roll call vote: Margaret – yes; Andrew – yes; Bob – yes. Motion passed 3-0-0.

**Department Liaison Reports:**

**Senior Center** – Juli Moreno, the new Director, is settling in. Margaret reported that everyone is excited and hopeful.

**Town Hall** – Terry said that the Town Hall is ready for the May 2 trial opening date. The building will be open from 8 am until noon on Mondays and Thursdays.

**Downtown Task Force** – Andrew said that the first meeting of the task force has been scheduled for May 3.

**Energy Committee** – Cynthia Boettner is the new staff member hired through a Communities First grant. John Walsh is submitting a $189,000 grant application through Green Communities. If successful, the funds will be used for heat pumps for Cowell Gym.

**Community Preservation Act** – A public forum will be held on May 5 at 7 pm. CPA representatives from Conway will speak.

**Highway Department** – Bob said that a pre-bid drive through for Little Mohawk Road will take place this Thursday It is hoped that bids can go out and be returned soon. The road crew is sweeping and grading roads. Andrew added that the Energy Committee met with Highway Superintendent Mark Shippee last week and walked the proposed site of the pole barn. It looks like a good solar site, said Andrew.

**Appointments:**

**5:45 pm Sophie Argetsinger RE: Mohawk Trail Woodlands Partnership** (Lisa Hayden, NE Forestry Foundation: Larry Flaccus) – Larry is Shelburne’s representative to the Partnership. Seventeen area towns are members of the Partnership. Larry said a plan for the next 10 years is in process. Input from the Board would be welcomed. Since joining the Partnership, the town has received two $20,000 grants which have been used for trail maintenance and development, education, signs, brochures, and maps. The Partnership is in the process of working on a $14,000 grant for the Shelburne Fire District to develop a climate-focused forest stewardship plan for land owned by the district. There is no cost to the town for belonging to the Partnership. Many projects are coming up including: economic development projects to create forest-based jobs; conserving forestlands and resources; getting funding for a Partnership trust fund; becoming part of the Forest Legacy Program; and updating the PILOT program. The Board was impressed with the amount of work already done by the Partnership. When the 10-year plan is finalized a link will be publicized for people to read it.

**6:00 pm Liquor License Hearing RE: Nicole Johnston, Rica Foods, LLC @ 10 Bridge Street** – The hearing was opened at 6 pm by Bob. Nicole is seeking an On-Premises All Alcoholic Beverages License. She is the owner and will be the manager of a restaurant dba Salsa. While Nicole has managed the front end of Baker Pharmacy for many years, she has no experience in serving alcohol. She has taken the TIPS training and everyone that will be hired to work at the bar will also have TIPS training. She is aware that alcohol is not to leave the premises. Liquor liability insurance is in place. Nicole hopes to open on May 5. Terry said the liquor license application has to go to the ABCC in Boston and it could take six to eight weeks before it is approved. In the meantime, alcohol cannot be served. No members of the public were present. The hearing was closed at 6:06 pm

Andrew suggested that a BYOB license might be possible while waiting for the full license to be approved. Nicole can come back with an application for such a license. Bob said it was important to monitor patrons for when they may have had too much and to make sure not to serve under age customers. A motion was made by Andrew to approve the On-Premises All Alcoholic Beverages License for Rica Foods, LLC, dba Salsa. This was seconded by Margaret. Roll call vote: Margaret – yes; Andrew – yes; Bob – yes. Motion passed 3-0-0.

**6:15 pm Finance Committee RE: Review of Proposed FY’23 Budget** (Finance Committee members Jim Burnham, Deb Andrew, Terri Mitchell) – Starting with the omnibus budget, the Finance Committee had various questions, focusing on the line items with the greatest changes, which were discussed. Town employees’ salaries are budgeted to rise by 3.5% except for those with contracts. Memorial Hall costs have risen since the lease with the Memorial Hall Association was suspended by the pandemic. The town now pays for the expenses for the second floor. The new trees on Bridge Street will be maintained from a separate account than the Shade Tree line item. The Mohawk School District assessment is up by 6%. The Finance Committee would like to see the town’s assessment level funded, saying that enrollment continues to decline so the budget should not continue to increase. There are 270 students at Mohawk and 800 in the entire district. It would take more than a no vote from Shelburne to change the proposed school budget. Other towns would also need to vote it down. The cost of EV charging stations has risen because software is no longer included in the cost. The cost is offset by the revenue, which is about $2,000 per year. Other line items discussed include mosquito control district, veteran’s center, and veteran’s benefits. The assessors had requested a higher stipend but that request was reduced to reflect the 3.5% increase given to other town employees.

Turning to the rest of the warrant, the solar-powered signboard will hopefully be paid for by a grant. Once purchased, the board will be maintained and will be the property of the Highway Department but it can be used by other town departments. The pole barn was favored by both Selectboard and Finance Committee but how to fund it was discussed. The Finance Committee suggested shifting some capital expenses to taxation since the town is well under its levy limit. The Finance Committee would like to see capital expenses remain as level as possible from year to year even if stabilization needs to be used to level it. Andrew mentioned that a few years ago the town started financing large expenses. Terri Mitchel added that loans could always be paid off early if need be. Jim thought that long-range capital expense planning could be improved. The Finance Committee’s questions were addressed. All that remans is to decide how capital expenses will be funded. The Board will discuss that at its next meeting.

**Old Business:**

**Pre-Town Meeting Forum, ay 26 at 6:30 pm Buckland-Shelburne Elementary School Cafeteria** – As the date for this meeting gets closer, the Board will discuss who will speak on various topics.

**Senior Center Outreach Coordinator Interviews – April 28, 2022 –** Interviews will start at 9 am on the 28th. Four candidates will be interviewed.

**New Business:**

**Ancient Glacier, LLC RE: Draft Lease of 19-23 Bridge Street –** The document started with a draft, which has since been reviewed by the property owners. Changes and comments have been added. Town Counsel has not seen the document. At Town Meeting the vote needs to be to allow the town to enter into a lease agreement for the property. The actual wording of the lease does not need to be ready for Town Meeting, but the Board should be prepared with the costs and the town’s responsibilities if the lease arrangement were to be approved. Andrew said the cost would include the town forgoing all property taxes, underwriting the liability insurance, and a 50/50 split of any income with a minimum of $1,200 per year. Andrew did not foresee getting income from the property, it would be more of a public park area. The Board is ready to send the draft to Town Counsel.

**Any Other Business:**

**Next Meeting** – The next Select Board meeting will be on May 9, at 7 5:30 pm

**Correspondence:** None

**Public Comment:** None

**Adjournment**: At 7:55 pm a motion was made by Andrew to adjourn the meeting. This was seconded by Margaret. Roll call vote: Margaret – yes; Andrew – yes; Bob – yes. Motion passed 3-0-0.

Respectfully submitted,

Faye Whitney, Recording Secretary