

MONKTON SELECTBOARD MEETING MINUTES

Tuesday, January 28, 2025

(Approved 2/11/25)

The meeting was called to order by M. Kelley at 7:00 p.m.

Members in attendance: Walter Crandall, Marikate Kelley(acting chair), John McNerney, Joe Szarejko

Members absent: none

Others in attendance: Stan Wilbur (town administrator), Jessica Demeritt (recording secretary), Stephen Pilcher, Jaime Schulte, Robert Mack, Tom Steadman, Tom Kenyon, Anthony Delgreco, Susan Randall Davis, Shane Lawrence, Denise Daulton, Randy Charbonneau, Larry Pike

ANNOUNCEMENTS:

J. McNerney noted that there was a Meet the Candidate Forum for the open Selectboard positions at the Fire Station at 7 p.m.

ORGANIZATIONAL MEETING:

FILL SELECTBOARD VACANCY

J. McNerney nominated S. Pilcher to fill the vacant selectboard position until the next election. Tom Steadman noted that he would be interested in the position and he had previous experience on the Selectboard as chairman in the 1980's. S. Pilcher noted his current fifteen years of experience with twelve years as chair. He followed the state law regarding resigning his post so others could run for the remainder of his term. He noted that he has been part of the committee working with Old Airport Road. J. Szarejko nominated T. Steadman to fill the Selectboard position. M. Kelley asked who would like to elect S. Pilcher, raise your hand. W. Crandall and J. McNerney, raised their hands. T. Steadman asked if M. Kelley was in conflict on the vote. M. Kelley noted that the vote could be determined without her participation. J. Szarejko voted for T. Steadman. M. Kelley stated that S. Pilcher had won the vote. A. Delgreco asked if the Selectboard knew what was going on in the community. He expressed his discontent at length. S. Pilcher left the building after stating that he was not interested. T. Steadman was put forward to fill the vacancy. M. Kelley called the vote again. J. Szarejko voted for T. Steadman. W. Crandall and J. McNerney voted against. The position on the Selectboard remained open.

ELECT CHAIR, VICE CHAIR, SECRETARY

M. Kelley asked Selectboard members who would like to serve as chair. All members declined. As Vice Chair, M Kelley chaired the meeting.

REGULAR BUSINESS:

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APPROVE MINUTES

J. McNerney moved to approve the minutes of January 20, 2025 as amended. J. Szarejko seconded. The vote passed 3-0-0.

J. McNerney moved to approve the minutes of January 14, 2025 as written. J. Szarejko seconded. The vote passed 3-0-0.

REVIEW AND APPROVE CHECK WARRANTS

J. McNerney moved to approve AP 50117 in the amount of \$25,461.61. J. Szarejko seconded. The vote passed 3-0-0.

J. McNerney moved to approve AP 50124 in the amount of \$53,705.48. W. Crandall seconded. J. McNerney noted that two big items were the work on the south wing of the town hall. **The vote passed 3-0-0.**

J. Szarejko moved to approve PR 50127 in the amount of \$15,319.94. J. McNerney seconded. The vote passed 3-0-0.

REVIEW AND APPROVE OVERWEIGHT PERMITS, ETC

none

FACILITY USE REQUEST

none

PUBLIC COMMENT

none

NEW BUSINESS:

HIGHWAY DEPARTMENT UPDATE

S. Lawrence noted that the road crew was refurbishing a trailer to be a mulch trailer. They have been working on a roller for the back of the grader. They have been plowing and sanding. He has been working on FEMA estimates. J. Szarejko said every Tuesday morning they have been meeting with FEMA, half hour meetings with updates regarding the July 11 flooding. Piney Woods Road and Tyler Bridge Road are going through mitigation, which is a lengthy process. The notes from the latest FEMA meeting are below. J. Szarejko thanked S. Wilbur for his work on the FEMA process. W. Crandall asked about the review of the new personnel policy with the road crew. S. Lawrence noted that his guys were happy to get much of what they wanted. There was discussion about chipping and cutting back roadside brush.

2025 BUDGET

There was discussion about the 2024 budget, the 2024 actual, and the 2025 budget. J. Szarejko asked about hot mix costs and grants. It looks like a 29% tax increase from 2024 to 2025 and a 27.81% tax rate increase. M. Kelley noted that

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the town highway has had a surplus for a few years that has reduced the tax rate. She said this increase is significant, but it makes Monkton's tax rate similar to other towns in the area. T. Steadman asked about the highway surplus in past years. There was discussion about how the tax rate has changed over time. **J. McNerney moved to approve the 2025 budget as presented. J. Szarejko seconded. The vote passed 3-0-0.**

2025 TOWN MEETING WARNING

J. McNerney moved to approve the annual town meeting warning.

Seconded by J. Szarejko. The vote passed 3-0-0. A copy of the warning is included below. **insert the warning**

J. McNerney moved to delete S. Pilcher's name from the warning. J. Szarejko seconded. The vote passed 3-0-0.

MORSE PARK MANAGEMENT PLAN

J. McNerney moved to approve the Morse Park Management Plan, changing the signature line to M. Kelley, acting chair. J. Szarejko seconded. The vote passed 3-0-0.

SHANE REVIEW

no action taken

CODE OF ETHICS INVESTIGATION AND ENFORCEMENT ORDINANCE

There was discussion about who would be the designated complaint recipient, and alternate. M. Kelley proposed S. Wilbur as the designated complaint recipient. The Selectboard Chair would become the complaint recipient if there was a complaint about the Town Administrator. Edits were made to the ordinance to clearly define the complaint recipient, and who would enforce disciplinary actions. The revised ordinance will be reviewed at the next Selectboard meeting. S. Wilbur noted that the whistle blower policy has been posted according to state law.

POLICY FOR PAYMENT OF PROPERTY TAXES AND FOR COLLECTION AND PAYMENT OF DELINQUENT PROPERTY TAXES

S. Wilbur noted that a new law took effect on July 1, 2024 regarding delinquent taxes. The taxpayer now needs to be offered the opportunity to have a budget payment plan by the delinquent tax collector. M. Kelley said the town lawyer is working on a form with plan examples.

THROWING UP TOWN HIGHWAY 13

There was discussion about when the town should proceed. J. Szarejko noted that the town was going to do some ditching before the process was completed. M. Kelley noted that it is a long process and asked if S. Lawrence could inform the property owners.

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OTHER BUSINESS

OLD AIRPORT ROAD

J. Schulte noted that Old Airport Road (OAR) could be discussed, but a vote could not be held, because there was no longer a quorum of Select Board members eligible to vote on this issue without a fifth Selectboard member. W. Crandall and J. Szarejko recused themselves from the conversation as Selectboard members.

It was noted that since S. Pilcher was not present, things were not proceeding as expected. There was discussion about laying out OAR, making it a class 4 town road, deeds of acceptance, and the road maintenance agreement. It was noted that a road maintenance agreement runs with the land, every landowner signs the agreement, including the town. State law says everyone pays their share, noted M. Kelley. D. Daulton said we've been negotiating this issue for some time, and now there is not a quorum, so what do we do? M. Kelley said the town would need to advertise the position again to see if someone would step forward. W. Crandall asked whether it was necessary to place another ad? Discussion confirmed that another ad would be necessary in order to make an appointment. There was discussion about the deeds of dedication and signatures. It was noted that OAR is not a town road until all steps are complete. J. Szarejko noted that there is a rumor that the town is maintaining OAR, and that is not the case. J. McNerney asked who could continue on the subcommittee between the town and OAR. M. Kelley noted that she was not expecting S. Pilcher to return after the way he was treated tonight; he should be receiving recognition for his years of service.

ITEMS IN TOWN RIGHT OF WAY

J. McNerney reminded M. Kelley that she needed to send a note to folks who have been parking in the traveled portion of the lane. It was noted that a letter is ready to be sent to the property owner with items in the town right of way. **J. McNerney moved to send the letter about items placed in the town right of way to the property owner on Hollow Road. J. Szarejko seconded. The vote passed 3-0-0.**

There was discussion about how S. Pilcher did so much work for the town. No one stepped up tonight to be the Selectboard Chair in his absence. It was noted that there would be questions that could not be answered at Town Meeting in his absence. There was discussion about appointments, resignations, and elections.

EXECUTIVE SESSION:

J. McNerney moved to go into executive session per 1 V.S.A §313(a)(3) for the appointment or employment or evaluation of a public officer or employee at 9:07 p.m. J. Szarejko seconded. The vote passed 3-0-0.

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J. McNerney moved to exit executive session at 9:27 p.m. J. Szarejko seconded. The vote passed 3-0-0. No action was taken.

The next meeting will be Tuesday, February 11, 2025 at 7 p.m. There will be a 6:30 p.m. public meeting for the Bike/Ped scoping study.

J. McNerney moved to adjourn the meeting at 9:38 p.m. All voted in favor.

Respectfully submitted,

Jessica Demeritt

The following was submitted at the meeting by J Szarejko as a summary of meetings with FEMA officials.

Town of Monkton Meeting Notes 1/21/2025:

- Three projects in the system were created:
 - 798835 – Tyler Bridge Rd, the next thing we can do is complete the Essential Elements of Information (EEI) questions and answer the development guide questions.
 - Done
 - 798836 – Piney Woods Rd – pending DDD
 - Done, the applicant will be answering the EEIs in the system.
 - 798837 – Work to be completed roads – pending DDD
 - Done, the applicant will be answering the EEIs in the system.
- Completed Dis—The completed Dis are not in the system because the damage inventory has not yet been uploaded to the doc's section.
 - The applicant will be sending their DI to the state.
- Tyler Bridge Rd
 - Was previously damaged from a prior incident, they put in a temporary culvert, until a permanent solution is done. The July incident damaged the culvert and created a hole in the road. Temp. repairs were done, that cost will be on their permanent project. The applicant is interested in the mitigation and permanent solution to prevent this from happening again.
- Applicant will be providing documentation, once the PDMG sends the emails on what is needed.

Expectations for the week:

1. Push the work to complete projects to the CRC.
2. Applicant will be sending the DI to the state, so we can upload the completed Dis.

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Next meeting is 1/28/2025 @ 9 am

Town of Monkton Meeting Notes 1/28/2025

- Tyler Bridge Rd – I want to go over the contract questionnaire and the EEI documents.
- Piney Woods Rd – The project was pushed to the CRC today for scope and cost.
- Project 798837 – go over the EEIs and look at the required documents.
- The small project certification will be sent as well for the other projects.
- DI Deadline is 2/7/2025
- State will send them info on any emergency repairs.
- PDMG will send out emails regarding the documents that are still needed.

This week's goal is to submit one more project to the CRC and upload the rest of the damages in the system.

Next meeting is 2/4/2025 Z@ 9 am

ANNUAL TOWN MEETING WARNING - 2025

THE LEGAL VOTERS OF THE TOWN OF MONKTON ARE HEREBY NOTIFIED AND WARNED TO MEET AT THE MONKTON CENTRAL SCHOOL ON SATURDAY MARCH 1, 2025 AT 10:00 A.M. FOR THE FOLLOWING PURPOSES:

ARTICLES 1 AND 7 TO BE VOTED ON BY AUSTRALIAN BALLOT ON TUESDAY MARCH 4, 2025 AT THE MONKTON TOWN OFFICES
POLLS WILL BE OPEN FROM 7:00 A.M. TO 7:00 P.M.

ARTICLE 1: To elect all Town Officers by Australian Ballot.

ARTICLE 2: Shall the voters authorize payment of real and personal property taxes on November 17, 2025 by delivery to town hall by that date or postmarked on or before that date?

ARTICLE 3: Shall the voters appropriate a total of \$20,849.00 to the following social service agencies?

a) Addison County Community Action Group (Hope)	\$1,250.00
b) Addison County Home, Health & Hospice, Inc.	\$1,946.00
c) Addison County Restorative Justice Services	\$ 550.00
d) Addison County Parent/Child Center	\$1,600.00
e) Addison County Readers	\$450.00
f) AgeWell	\$1,500.00
g) Bristol Family Center	\$250.00
h) Bristol Recreation Dept.	\$2,000.00
i) Counseling Service of Addison County Inc.	\$1,600.00
j) Elderly Services	\$800.00
k) Green Up Vermont	\$150.00
l) Have-a Heart Food Shelf	\$200.00
m) Hinesburg Food Shelf	\$500.00
n) Homeward Bound (Humane Society)	\$250.00
o) John W. Graham Emergency Shelter	\$1,000.00
p) Lewis Creek Association	\$550.00
q) Monkton Mentors Program	\$500.00
r) Open Door Clinic	\$500.00
s) Otter Creek Natural Resources Conservation District	\$198.00
t) Red Cross	\$500.00
u) Retired & Senior Volunteer Program	\$460.00
v) Rural Fire Protection Program	\$100.00
w) Tri Valley Transit	\$850.00
x) Turning Point Center of Addison County	\$1,000.00
y) Vermont Adult Learning	\$700.00
z) Vermont Center for Independent Living – Addison	\$195.00
aa) Women Safe Inc.	\$1,250.00

ARTICLE 4: Shall the voters authorize General fund expenditures for operating expenses of:

- a) General Fund Deficit \$79,257.90
- b) Salaries and General Expenses \$547,289.44
- c) Monkton Volunteer Fire Department \$125,000.00
- d) Bristol Rescue Squad \$15,880.00
- e) Vergennes Area Rescue Squad Inc. \$4,400.00
- f) Russell Memorial Library \$38,463.38
- g) Monkton Museum and Historical Society \$1,500.00
- h) Recreation Fund \$8,500.00
- i) Agricultural and Natural Areas Fund \$22,500.00
- j) Highway Capital Projects Fund \$35,000.00

for a total of \$877,790.72 of which \$614,080.72 shall be raised by taxes and \$263,710.00 by non-tax revenues?

ARTICLE 5: Shall the voters authorize Highway fund expenditures for operating expenses of:

- a) Highway Fund Deficit \$37,757.86
- b) Highway Expenses \$1,460,448.23

for a total of \$1,498,206.90 of which \$1,004,647.69 shall be raised by taxes and \$493,558.40 by non-tax revenues?

ARTICLE 6: Shall the voters approve a sum not to exceed \$114,801.00 for the purchase of a Ford F550 truck.

ARTICLE 7: Shall the Town of Monkton vote to adopt the Monkton Town Plan 2025-2033 as approved by the Selectboard on December 19, 2024. To be voted by Australian Ballot.

ARTICLE 8: To transact any other business proper to come before this meeting.

	<u>/s/ Marikate Kelley</u>
Monkton Town Clerk	Marikate Kelley, Vice Chair Selectboard
Received and Recorded	
On : _____	<u>/s/ Joe Szarejko</u>
	Joe Szarejko, Member Selectboard
	<u>/s/ Walter Crandall</u>
	Walter Crandall, Member Selectboard
Attest: <u>/s/ Sharon Gomez</u>	
Sharon Gomez, Town Clerk	<u>/s/John McNerney</u>
Monkton Town Clerk received	John McNerney, Member Selectboard