

MONKTON SELECTBOARD MEETING MINUTES

Tuesday, September 24, 2024

(approved 10/8/24)

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

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

Members absent: Stephen Pilcher

Others in attendance: Jessica Demeritt (recording secretary), Stan Wilbur (town administrator), Anthony Delgreco, Teri Fitz-Gerald, Ralph Fitz-Gerald, Jaime Schulte, Kevin Lambert, Debra Sprague, Rick Kinsman, Paul Molzon, John Zaikowski, Bob Heiser, Callie Brynn

**ANNOUNCEMENTS:**

none

**REGULAR BUSINESS:**

APPROVE MINUTES

**J. McNerney moved to approve the minutes of September 10, 2024 as written. J. Szarejko seconded. All voted in favor.**

REVIEW AND APPROVE CHECK WARRANTS

**J. McNerney moved to approve AP 40916 in the amount of \$38,817.62. J. Szarejko seconded. All voted in favor.**

**J. McNerney moved to approve AP 40920 in the amount of \$90,150.72. J. Szarejko seconded. J. McNerney noted that the expenses were all highway related items. All voted in favor.**

**J. McNerney moved to approve PR 40923 in the amount of \$12,830.51. J. Szarejko seconded. All voted in favor.**

REVIEW AND APPROVE OVERWEIGHT PERMITS, ETC

none

FACILITY USE REQUEST

none

PUBLIC COMMENT

A. Delgreco asked if the Zoning Administrator put in his letter of resignation, and suggested that maybe the town should look into some help for the Zoning Administrator. He expressed concern for enforcement of zoning rules and safety.

**NEW BUSINESS:**

HIGHWAY DEPARTMENT UPDATE

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J. Szarejko said ditching is done on Mountain Road and gravel will be coming. He said Municipal Grants in Aid may help pay for Mountain Road. The road crew is currently on Pond Road working with Denton excavation.

### VERMONT GAS SYSTEMS - AMENDED CERTIFICATE OF PUBLIC GOOD 45 DAY NOTICE

M. Kelley described some of the issues with the pipeline. M. Kelley asked if there should be a public hearing with discussion. It was proposed to put the topic on the next agenda.

### RECREATION COMMITTEE ARPA REQUEST

J. Szarejko noted that maintenance is needed at the Rec Field on the dugouts and the storage shed. R. Kinsmen noted that his boys play and he would like to see some money invested in the longstanding Monkton tradition of baseball. M. Kelley asked if there was an ARPA request? There was discussion about what money remained and what the Rec Committee already received money for. J. Szarejko noted a quote for the work: \$9,100 for materials, and over \$20,000 with labor. It was noted that much of the labor could be provided by volunteers. M. Kelley noted that we would need a quote and a full proposal for how the project would be completed. K. Lambert spoke about the hardcourt and the ARPA money earmarked for that project. He noted that the next step was a request for proposals. K. Lambert noted the project had permits and the go ahead to go in Morse Park. He noted that ARPA funds were ideal for a one time long term investment. There was discussion about possible phases for the hardcourt project. J. Zaikowski noted his excitement to have community members engaging with the Recreation Committee to support the community. There was discussion about investing in infrastructure and maintaining existing facilities. The discussion was energetic.

### REMAINING ARPA FUNDS

no action taken

### NEMRC LAND RECORDS PORTAL

S. Wilbur noted that the land records are digitized. Now there needs to be a process to allow the public to access those records.

**J. McNerney moved for the Chair or Vice Chair to sign the land records portal agreement. J. Szarejko seconded. All voted in favor.**

### ZONING ADMINISTRATOR HIRING

M. Kelley noted that the Zoning Administrator was offered another position and had not officially resigned yet. There was discussion about creating a full time job with other towns with the support of Addison County Regional Planning Commission (ACRPC). There was discussion about how many hours Monkton employs a Zoning Administrator. J. Schulte noted that a Zoning Administrator

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was very important for the Development Review Board. He also noted an assistant Zoning Administrator would help keep things running smoothly. M. Kelley suggested advertising for the position. S. Wilbur noted he would share the past advertisement as well as hours.

**J. McNerney moved to advertise for a part time Zoning Administrator, and authorized M. Kelley to work with S. Wilbur to approve the advertisement.**

**J. Szarejko seconded. All voted in favor.** S. Wilbur said he will reach out to ACRPC regarding exploring a full time Zoning Administrator shared by three towns. J. Schulte suggested creating a Zoning Administrator handbook.

### TOWN FOREST FEDERAL GRANT DOCUMENT REVIEW

C. Brynn gave an update on community outreach on the management plan for the Town Forest. She hoped to have an outline of the final management plan at the closing. She said the town was on track to close in December. C. Brynn noted encroachment letters would be sent to abutters. J. Schulte noted an updated conservation easement. **J. McNerney moved to authorize the Chair, or in his absence the Vice Chair, to sign the amicable agreement between A. Johnson and the town of Monkton for the Community Forest Program Project Grant. M. Kelley seconded.** There was discussion about conflict of interest for the Selectboard members who are abutters. It was agreed that the Selectboard members would not be making any profit off of this agreement, and that this was just paperwork required to move forward on a project the Select board had already approved. **All voted in favor.**

**J. McNerney moved to authorize the Vice Chair to sign § 230.8 (a)(3) the final minerals determination letter stating minerals have not been severed from surface rights or authorize the Town Attorney to sign as appropriate.**

**J. Szarejko seconded. All voted in favor.**

**J. McNerney moved to authorize the Vice Chair or the Town Attorney to sign § 230.8 (a)(4)(i) the documentation that the title has been reviewed and ensures no liens, restrictions, ROW exist that are incompatible with the CFP. J. Szarejko seconded. All voted in favor.**

**J. McNerney moved to authorize the Vice Chair or the Town Attorney to sign the § 230.8 (a)(4)(ii) Title Insurance Commitment and letter assuring that the grant recipient has reviewed the title and has determined that any exceptions are not in conflict with the CFP.. J. Szarejko seconded. All voted in favor.**

**J. McNerney moved to indicate that the town has no objection to the ROW easement to D Barnum for the existing logging road across the Kaolin dam. J. Szarejko seconded. All voted in favor.**

### OLD BUSINESS

J. Szarejko noted that the adjacent farmer had some concerns with the new gate at the recycling center and highway department. There was discussion about moving the sign. J. McNerney noted that a better understanding of the concerns

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would lead to the best resolution; hopefully the concern will be on the agenda for the next meeting.

There was discussion about property owners needing to keep the right of way clear.

**OTHER BUSINESS**

none

**EXECUTIVE SESSION:**

none

The next meeting will be Tuesday, October 8, 2024, at 7 p.m.

**J. McNerney moved to adjourn the meeting at 9:06 p.m. All voted in favor.**

Respectfully submitted,

Jessica Demeritt