

MONKTON SELECTBOARD MEETING MINUTES

Tuesday, October 22, 2024

(Approved 11/12/2024)

The meeting was called to order by S. Pilcher at 7:00 p.m.

Members in attendance: Stephen Pilcher (chair), Walter Crandall, Marikate Kelley, John McNerney

Members absent: Joe Szarejko

Others in attendance: Jessica Demeritt (recording secretary), Stan Wilbur (town administrator), Jaime Schulte, Bob Heiser, Janet Fairchild, Renee McGuinness, Callie Brynn

ANNOUNCEMENTS:

none

REGULAR BUSINESS:

APPROVE MINUTES

J. McNerney moved to approve the minutes of October 8, 2024 as amended. W. Crandall seconded. The vote passed 3-0-1. M. Kelley abstained.

REVIEW AND APPROVE CHECK WARRANTS

W. Crandall moved to approve AP 41015 in the amount of \$98,005.43. J. McNerney seconded. It is the bond payment for the municipal building, said S. Pilcher. **All voted in favor.**

W. Crandall moved to approve AP 41010 in the amount of \$27,955.08. J. McNerney seconded. All voted in favor.

W. Crandall moved to approve PR 41021 in the amount of \$13,186.69. M. Kelley seconded. All voted in favor.

J. McNerney moved to approve a 41021 \$44,127,51. W. Crandall seconded. All voted in favor.

REVIEW AND APPROVE OVERWEIGHT PERMITS, ETC

none

FACILITY USE REQUEST

W. Crandall approved three and put them on the calendar for 2025.

PUBLIC COMMENT

none

NEW BUSINESS:

HIGHWAY DEPARTMENT UPDATE

S. Pilcher noted that the town has met with a third party that facilitates the FEMA process. A phone call is scheduled for tomorrow.

FEMA STORM DAMAGE PROJECTS

MONKTON SELECTBOARD MEETING MINUTES

Tuesday, October 22, 2024

(Approved 11/12/2024)

no action taken

TOWN GARAGE/RECYCLING CENTER GATE

no action taken

REVIEW OF BIDS FOR SOUTH WING PROJECT

S. Pilcher noted that the town had received a single bid for \$99,000. There was discussion about the bid coming in about twice as high as expected. J. Fairchild noted that there were others who did not submit a bid in time. There was discussion about whittling down the items in the bid. **M. Kelley moved to reject the bid and open the project for bidding again. J. McNerney seconded. All voted in favor.**

TOWN PLAN

There was discussion about timing for a hearing on the Town Plan. It was tentatively scheduled for December 10, 2024 at 6 p.m.

2025 MUNICIPAL BUDGET

S. Pilcher explained that a note would be sent to the town committees to work on their budgets for next year. He noted that the town was five sixths of the way through the budget year. There was discussion about the building maintenance fund and paving the lower lot. There was discussion about whether the rescue squad funds should continue to go under social services or under Article 4. There was discussion about the highway budget. There was discussion about the (old) Town Hall fund. There was a discussion about creating additional dedicated funds for specified purposes, similar to our Capital Equipment Fund or a Town Forest Fund.

PERSONNEL POLICY

M. Kelley noted that S. Lawrence is reviewing the personnel policy with the road crew. She proposed having the new policy in place by January 1, 2025.

THROWING UP OF TOWN HIGHWAY 13

S. Pilcher explained that it involves putting a notice in the paper, holding a hearing, and having a Selectboard meeting. J. McNerney explained that the Vermont League of Cities and Towns recommended having a lawyer involved so that no steps are missed.

MONKTON TOWN FOREST OPTION ASSIGNMENT

B. Heiser explained that Vermont Land Trust (VLT) entered into an option to purchase to help the town with the process, and now it is time for the town to step in. **J. McNerney moved to approve and accept the assignment of an option to purchase by and between the A Johnson Co, LLC and Vermont Land Trust, Inc. dated February 8, 2023 as extended by Extension of Option dated May 20, 2024 and to authorize Stephen Pilcher, Selectboard Chair, to**

MONKTON SELECTBOARD MEETING MINUTES

Tuesday, October 22, 2024

(Approved 11/12/2024)

sign an assignment of option and notice of same as approved by counsel as the Town of Monkton's duly authorized agent.. M. Kelley seconded. The vote passed 3-0-1. W. Crandall abstained.

The option will be exercised by October 29.

TOWN FOREST EXERCISE OPTION TO PURCHASE

B. Heiser said the option must be exercised on or before October 29, 2024. A notice is sent to A. Johnson that the option is being exercised. **M. Kelley moved to authorize and direct the Chair or Vice Chair or Town Administrator or Town Attorney to exercise the Option to Purchase Contract on or about and no later than October 29th, 2024, following the process described in the contract. J. McNerney seconded. The vote passed 3-0-1. W. Crandall abstained.**

TOWN FOREST MANAGEMENT FUND MOU DRAFT

B. Heiser explained that VLT and volunteers and the Town Forest Committee raised funds for managing the forest, and that VLT had some guidance in how the funds should be used. S. Pilcher asked for clarification on future funds and the MOU. B. Heiser explained that future funds would be entirely at the town's discretion. S. Pilcher noted that the town had expenses from working through this project. B. Heiser explained that costs and funds over the target for the management fund would affect the final amount in the fund. The final number would be determined at closing.

TOWN FOREST ABUTTERS LETTERS

B. Heiser explained that there are areas where neighbors may be mowing over the boundary or storing items over the boundary. When the Town purchases the Town Forest, issues of stewardship and conservation become relevant. **J. McNerney moved to authorize the Selectboard Chair or Town Administrator to send out abutter letters to affected landowners. M. Kelley seconded. The vote passed 3-0-1. W. Crandall abstained.**

TOWN FOREST VLT BASELINE DOCUMENTATION REPORT

B. Heiser explained that C. Cusack noted the current condition of the forest with photo documentation. It helps VLT monitor the land for the conservation easement.

OLD AIRPORT ROAD

S. Pilcher asked about the process for a road maintenance agreement for Old Airport Road(OAR). W. Crandall explained that the road residents have been working on an agreement to bring to the town. He explained that the person who had been plowing OAR would like to continue doing so. The people who have been maintaining the road would like to continue doing so. S. Pilcher noted that the Town should be involved in the ongoing discussion as soon as possible. There was discussion about the Town being one of the owners of the road. J.

MONKTON SELECTBOARD MEETING MINUTES

Tuesday, October 22, 2024

(Approved 11/12/2024)

McNerney noted resident concerns about liability from earlier conversations. J. Schulte noted the documents or deeds of dedication. Each landowner would need to acknowledge OAR becoming a class 4 town road.

ANAC OPERATIONAL GUIDELINES

moved to next meeting

ZONING ADMINISTRATOR

It was noted that there is an ad in the paper for a Zoning Administrator. Addison County Regional Planning is working on a proposal for a shared Zoning Administrator for three or four towns.

ASSISTANT TREASURER

S. Pilcher noted that the town would be best served to have an assistant treasurer.

OLD BUSINESS

OTHER BUSINESS

Executive Session

DISTRICT COURT SUMMONS

J. McNerney moved that the town enter executive session at 8:48 p.m. to discuss legal matters and to discuss easements on the town forest. B. Heiser, J. Schulte, C. Brynn, S. Wilbur were invited to join. M. Kelley seconded. All voted in favor.

J. McNerney moved to exit executive session at 9:10 p.m. W. Crandall seconded. All voted in favor.

J. McNerney moved to authorize the Selectboard Chair to discuss with the town attorney requested changes to the Barnum easement across the kaolin dam. M. Kelley seconded. All voted in favor.

OAR MAINTENANCE

see above

EXECUTIVE SESSION:

The next meeting will be Tuesday, November 12, 2024, at 7 p.m.

M. Kelley moved to adjourn the meeting at 9:12 p.m. All voted in favor.

Respectfully submitted,

Jessica Demeritt