

MONKTON SELECTBOARD MEETING MINUTES

Tuesday, November 12, 2024

DRAFT

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

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

Members absent: none

Others in attendance: Jessica Demeritt (recording secretary), Stan Wilbur (town administrator), Jaime Schulte, Bob Heiser, Mel Hawley, Debra Sprague, Shane Lawrence, Amy Sears, Susan Merle-Smith, Kevin Lambert

**ANNOUNCEMENTS:**

LETTER FROM VERMONT HOUSING AND CONSERVATION BOARD  
REGARDING TOWN FOREST GRANT OF EASEMENT

S. Pilcher noted there was a letter about the easement to the town forest grant; the letter is required by statute.

MONKTON TOWN FOREST CLOSING SCHEDULED FOR NOVEMBER 22,  
2024

S. Pilcher noted that if all the issues are cleared, the town hopes to close on the town forest property on November 22, 2024.

LETTER FROM PINEY WOODS NEIGHBOR SUGGESTING LEAVING THE  
ROAD CLOSED

S. Pilcher noted the letter.

J. McNerney noted there was an additional Beaver Deceiver installed on Hollow Road last week. It is intended to reduce flooding at the low spot down the hill from the Rec Field from a new beaver dam. He noted the town budget for Beaver Deceivers was now depleted for the year.

M. Kelley noted the town received a report on the Lake Champlain valley basin.

**REGULAR BUSINESS:**

APPROVE MINUTES

**W. Crandall moved to approve the minutes of October 22, 2024 as written.**

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

REVIEW AND APPROVE CHECK WARRANTS

**J. Szarejko moved to approve PR 41104 in the amount of \$12,288.08. W.**

**Crandall seconded. All voted in favor.**

MONKTON SELECTBOARD MEETING MINUTES

Tuesday, November 12, 2024

DRAFT

**J. Szarejko moved to approve AP 41030 in the amount of \$53,388.97. J. McNerney seconded.** The biggest item is for contracted road work. **All voted in favor.**

**J. McNerney moved to approve AP 41111 in the amount of \$30,179.71. W. Crandall seconded. All voted in favor.**

REVIEW AND APPROVE OVERWEIGHT PERMITS, ETC

none

FACILITY USE REQUEST

W. Crandall noted there was one in progress.

PUBLIC COMMENT

M. Hawley, a Vergennes resident, noted that he has a daughter who lives in Monkton. He spoke in favor of opening Piney Woods Road which reduces travel distance for local traffic users. He asked what would happen to the road. J. Szarejko noted that discussions were underway with FEMA. He said the road would not be opened until 2025 and it would depend on funding.

S. Pilcher noted that there are different FEMA programs to put the road back the way it was, versus improving the road to help prevent a future washout.

Qualifying for FEMA funds to improve the road is a much more involved process requiring engineering and hydrological studies. After two major washouts in a relatively short time, we are exploring the latter option.

**NEW BUSINESS:**

HIGHWAY DEPARTMENT UPDATE

S. Pilcher noted that S. Lawrence successfully completed a Vermont Agency of Transportation course.

S. Lawrence noted that 3000 yards of material were applied on Mountain Road. The Tyler Bridge Road northbound lane was dug up at the culvert to address the dip which had appeared. They may have to dig up the southbound lane at some point. States Prison Hollow Road was ditched. The road crew updated signage and put up a radar sign by the school. S. Lawrence has been working on the budget. He will be asking for replacement of our smaller little dump truck. He is looking into chip sealing on Boro Hill Road. Chip sealing is stone and layers of tar, to help with erosion. Culverts have been replaced on Hollow Road and Covered Bridge Road. The road crew has been preparing the roads and trucks for winter. M. Kelley asked if all the contracted work has been billed? S. Lawrence noted there was one bill that has not been submitted. W. Crandall asked how the new-used tires were working on the grader. S. Lawrence responded it was a day-night difference. M. Kelley asked about getting estimates for road work.

## MONKTON SELECTBOARD MEETING MINUTES

Tuesday, November 12, 2024

DRAFT

### FEMA STORM DAMAGE PROJECTS

As discussed in Highway Dept update. No further Select board action taken.

### TOWN ROAD 13 / 100 ROSCOE ROAD

S. Merle-Smith noted the bottom of their driveway is part of the town road. There is accumulated gravel from the road in their hay field. They asked about paying for plowing instead of the town plowing the road, because they end up with a lot of clean up. S. Pilcher answered that they may plow that portion as the Selectboard decided last meeting. S. Pilcher asked if there was a need for a culvert? S. Merle-Smith said there was no ditching either. She said it seems like the water runs down Roscoe Road, and it dams up the bottom of the driveway. S. Pilcher said it would be a good idea to throw the road up, and the residents are in favor. Plans were made to meet up with the Road Foreman and begin the process of repair.

### MULTI SPORTS PLAYING COURT BIDS

K. Lambert noted that he applied for a grant but it was not awarded. He noted that the low bid on the project looked affordable, and funds will still need to be raised, including the cost to put down a finish on the courts, \$8-12,000. He expressed confidence in the ability to raise those funds. He noted that S. Wilbur has been outstanding to work with on the project. K. Lambert guessed that the low bid was perhaps offering a discount – local owner, looking to expand their services in our area. He will be looking into the price differences as due diligence. S. Pilcher said what the town needed to do is sign a contract by the end of the year to obligate the ARPA money. M. Kelley noted that there needs to be an agreement that more funds will be raised to cover overages. K. Lambert said he will report back. **J. McNerney moved to accept the Bushey quote for the hardcourt project, \$60,000, contingent on review of the contract by K. Lambert. Seconded by W. Crandall. All voted in favor.**

### APPOINTMENTS

**J. McNerney moved to designate Jessica Demeritt as a regular member of the Agricultural and Natural Area Committee with a term expiring 03/27, with Jamie Schulte becoming an alternate member with a term ending 03/26. J. Szarejko seconded.** It was noted that this is just a swap in the alternate and regular member positions, not a new appointment. **All voted in favor.**

### AGRICULTURAL AND NATURAL AREAS COMMITTEE OPERATIONAL GUIDELINES

J. McNerney mentioned a concern about the original documents from 2009: purchasing an easement on the property instead of purchasing outright. He noted that ANAC seeks as much outside funding as possible. He suggested leaving open the option for ANAC to make an outright purchase. Funding 100% of the

## MONKTON SELECTBOARD MEETING MINUTES

Tuesday, November 12, 2024

DRAFT

project is not something ANAC wants to do as an ideal. J. McNerney and S. Pilcher spoke in favor of leaving the option open. J. Demeritt and J. Schulte can communicate this to the committee.

### ARPA FUNDS

J. Schulte noted great appreciation for the ARPA funds that the town has already put toward the town forest. He noted some uncommitted ARPA funds could be put toward the management fund for the town forest. It would help obligate all the ARPA funds, and it would be put to use for a kiosk and improving access and drainage, and save the town down the road. There was discussion about how much remained regarding ARPA funds. J. Szarejko noted that there was interest in a shipping container for the Rec Field. There was discussion about what committing funds entails. S. Pilcher noted that the funds must be obligated, and funds must be put in an account with a clear purpose. M. Kelley noted that the Selectboard will get an estimate for the shipping container and then make a motion regarding the remaining funds.

### TOWN PLAN

S. Pilcher noted that some maps could be updated, a few were from 2013. He observed that there is less vision in the new plan, and more description. S. Pilcher asked if it could be taken up at the next meeting. There was discussion about whether it needed to be voted on by Australian Ballot. A process for how the Selectboard should address changes to the Town Plan was discussed. Timing was discussed.

### 2025 MUNICIPAL BUDGET

S. Pilcher noted that some budget requests had been made by town committees.

### KAOLIN DAM INSURANCE

J. Schulte noted the state thinks the dam is low risk, but it is in unsatisfactory condition. He noted that some risks have been addressed with a Beaver Deceiver, though there are still trees on the downstream side of the dam. J. Schulte was unclear what else would be needed to bring it to satisfactory condition. It was noted that some of the concern does not include the town's land. S. Pilcher spoke with the dam safety folks. He learned that it is very difficult to get the dam from unsatisfactory to satisfactory. It involves an engineer and substantial time. He noted that inspection rates are close to once every ten years. The dam decommissioning group is a whole other group. J. McNerney noted the water level was reduced by half since the Beaver Deceiver was installed. There is recognition that there is a low risk for the town, but there is some risk, noted M. Kelley.

### MONKTON TOWN FOREST RESOLUTION RE: PURCHASE AND CONVEYANCE OF EASEMENTS

MONKTON SELECTBOARD MEETING MINUTES

Tuesday, November 12, 2024

DRAFT

**J. McNerney moved to approve the Town of Monkton Resolution (the full resolution was read). S. Pilcher seconded. The motion passed 3-0-2. W. Crandall and J. Szarejko recused themselves and abstained.** It was noted that the mylar received from the road survey was not the correct size to record. The correct size has been requested. A copy of the resolution is attached to these minutes.

ZONING ADMINISTRATOR STATUS

A person expressed interest, but has not yet submitted a resume, noted S. Wilbur. Waltham and Ferrisburg have asked for a meeting to discuss sharing a zoning administrator. The Addison County Regional Planning Commission has not yet responded with a proposal for a shared zoning administrator. There was discussion about how a shared Zoning Administrator might work.

ASSISTANT TREASURER

S. Pilcher noted that there is a possibility that the treasurer may need to become a full time position in order to keep the position filled. He noted that the town needs a job description for an assistant treasurer. It was noted that the position of treasurer used to be an elected position, and has become an appointed position without a full follow through for the change. There was discussion about the personnel policy. There was discussion about town employee insurance options.

**OLD BUSINESS**

none

**OTHER BUSINESS**

none

**EXECUTIVE SESSION:**

none

The next meeting will be Tuesday, November 26, 2024, at 7 p.m.

**J. Szarejko moved to adjourn the meeting at 9:13 p.m. All voted in favor.**

Respectfully submitted,

Jessica Demeritt

**TOWN OF MONKTON**  
**RESOLUTION**

The Town of Monkton does hereby certify that the following is a true copy of resolutions unanimously adopted at a publicly noticed Meeting of the Monkton Select Board held on the 12<sup>th</sup> day of November 2024.

RESOLVED, that the Town of Monkton is hereby authorized to take any actions necessary to effectuate the purchase and transfer of certain lands and premises as described in, and pursuant to, the terms of an Option to Purchase by and between the A. Johnson Co., LLC (“AJCO”) and the Vermont Land Trust, Inc. (“VLT”) dated February 8, 2023, as extended by Extension of Option to Purchase dated May 16, 2024, and as assigned by VLT to the Town of Monkton dated October 23, 2024 and as exercised by the Town of Monkton by certified letter delivered to AJCO dated October 28, 2024 (collectively referred to as “the Option”). The lands and premises are comprised of 450 +/- acres located easterly and westerly of Hardscrabble Road and Old Airport Road and are more particularly described in Exhibit A of the Option (“the Property”) as conveyed to the Town of Monkton in a Warranty Deed from AJCO to be recorded in the Monkton Land Records.

FURTHER RESOLVED, that the Town of Monkton is hereby authorized to convey development rights, conservation restrictions and a public access easement over and upon a portion of the lands and premises to be purchased under the Option by the Town of Monkton to the Vermont Land Trust, Inc., and Vermont Housing Conservation Board as set forth in a Grant of Development Rights and Conservation Restrictions And Public Access Easement by and between the Town of Monkton (the “Grantor”) and the Vermont Land Trust, Inc. (the “Grantee”). The lands which will be subject to the Grant are 447 +/- acres located on the easterly and westerly side of Hardscrabble Road and Old Airport Road in the Town of Monkton, Vermont, as conveyed to the Town of Monkton in a Warranty Deed from AJCO to be recorded in the Monkton Land Records.

FURTHER RESOLVED, that Stephen Pilcher, Monkton Selectboard Chair, and Selectboard Member Marikate Kelley, acting singly or jointly, are hereby authorized, as agents of the Town of Monkton, to execute any and all documents and instruments in connection with the above-referenced conveyances, including but not limited to Grant of Development Rights and Conservation Restrictions And Public Access Easement, tax returns, tax information, tax reports, affidavits, closing statements, notices, certificates, contracts, and any other documents in connection with said sale or transfer, upon such terms and conditions as Stephen Pilcher and/or Marikate Kelley shall deem in the best interest of the Town of Monkton.

TOWN OF MONKTON SELECTBOARD

\_\_\_\_\_  
Stephen Pilcher, Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Walter Crandall

\_\_\_\_\_  
Date

\_\_\_\_\_  
Marikate Kelley

\_\_\_\_\_  
Date

\_\_\_\_\_  
John McNerney

\_\_\_\_\_  
Date

\_\_\_\_\_  
Joseph Szarejko

\_\_\_\_\_  
Date