

MONKTON SELECTBOARD MEETING MINUTES

Tuesday, December 10, 2024

(Approved 12-19-24)

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, Joe Szarejko

Members absent: none

Others in attendance: Stan Wilbur (town administrator), Jessica Demeritt (recording secretary), Greg Farr, David Moore, Janet Fairchild, Denise Dalton, Debra Sprague, Shane Lawrence, Jaime Schulte, Susan Randall Davis, Theresa Schwegel, Susan Gulrajani

**ANNOUNCEMENTS:**

none

**REGULAR BUSINESS:**

APPROVE MINUTES

**J. McNerney moved to approve the minutes of November 26, 2024 as written. W. Crandall seconded. The vote passed 5-0-0.**

REVIEW AND APPROVE CHECK WARRANTS

**M. Kelley moved to approve PR 41202 in the amount of \$12,255.01. W. Crandall seconded. The vote passed 5-0-0.**

**M. Kelley moved to approve AP 41121 in the amount of \$550,000. J. McNerney seconded.** M. Kelley noted that this was for the purchase of the Town Forest. S. Pilcher explained that \$400,000 came from the federal grant, and \$150,000 from the ARPA funds. M. Kelley noted that VHCB contributed \$346,004.83. **The vote passed 5-0-0.**

**M. Kelley moved to approve AP 41206 in the amount of \$45,414.58. J. McNerney seconded.** W. Crandall noted that some of it was for line painting which was covered by a grant. **The vote passed 5-0-0.**

**M. Kelley moved to approve AP 41128 in the amount of \$17,189.34. J. McNerney seconded. The vote passed 5-0-0.**

REVIEW AND APPROVE OVERWEIGHT PERMITS, ETC

none

FACILITY USE REQUEST

W. Crandall noted that there were quite a few facility use requests, largely for library sponsored activities. It was observed that the community room was working as hoped.

PUBLIC COMMENT

none

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### **NEW BUSINESS:**

#### HIGHWAY DEPARTMENT UPDATE

S. Lawrence noted that he met with the property owners about maintaining the road across from Cemetary Road. He said the road crew is cutting back trees and chipping thanks to a chipper borrowed from Hinesburg. He noted they are hauling sand, and snowplowing. S. Lawrence is working on the budget, and FEMA site inspections and follow up. It was noted that jersey barriers would probably be placed on Piney Woods Road this winter. He is hoping to do a bit of paving and pothole repair. J. Szarejko mentioned the need for a larger salt shed. It was noted that the existing structure stores enough salt to cover about two storms. There was discussion about the gate to the town garage and recycling. It was proposed to use a combo lock. There was discussion about placement of sand for town resident use.

#### FEMA STORM DAMAGE PROJECTS

see above

#### APPOINTMENTS

Susan Gulrajani lives in Huntington and has lived in Vermont for decades. She is interested in the Zoning Administrator position and knows Monkton pretty well. She currently does the zoning for Bolton and is a former real estate agent. She works with NEMCR currently, which is the accounting software Monkton uses. There was discussion about the Monkton job requirements.

#### GRAND LIST ERRORS AND OMISSIONS

S. Pilcher noted that the list was mostly informational for the Board. **M. Kelley moved to accept and approve the 2024 Grand List Errors and Omissions report. J. McNerney seconded. The vote passed 5-0-0.**

#### VERMONT ETHICS LIAISON

S. Pilcher noted that each municipality must designate a representative to the Vermont Ethics Commission. **J. McNerney moved to appoint S. Wilbur as liaison to the State Ethics Commission. M. Kelley seconded. The vote passed 5-0-0.**

#### SOUTH WING PROPOSALS

Bids, references, and process for the South Wing proposals were discussed. S. Pilcher noted that S. Wilbur would be the contact person for the project. **J McNerney moved to accept the bid from Red Lion Construction in the amount of \$45,277.12 for the south wing remodeling project plus \$925 for the rolling ladder. M Kelley seconded. The vote passed 5-0-0.**

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BARNUM FORESTRY EASEMENT

no action taken

OLD AIRPORT ROAD

D. Dalton noted that she will be joining the committee to work on the road maintenance agreement with the town. There was discussion about this year's costs for maintenance of Old Airport Road and the Town's portion and payment.

ITEMS IN THE TOWN RIGHT OF WAY

S. Pilcher noted that pictures have been taken and a letter has been drafted regarding an address that needs to remove items in the town right of way. It was noted that the property owner would receive a call or email ahead of the letter.

PERSONNEL POLICY

There was discussion about recent changes to the policy including medical buyouts, vision coverage, vacation days carried over. A final revision will be made and shared before voting on the new policy.

2025 MUNICIPAL BUDGET

no action taken

**OLD BUSINESS**

none

**OTHER BUSINESS**

none

**EXECUTIVE SESSION:**

**M. Kelley moved to go into executive session at 8:36 p.m. to discuss a personnel contract. S. Wilbur was invited into the session. The vote passed 5-0-0.**

**J. McNerney moved to exit executive session at 8:43 p.m. J. Szarejko seconded. The vote passed 5-0-0.**

**J. McNerney moved to offer Susan Gulrajani the position of zoning administrator at a rate of \$15,600 per year. M. Kelley seconded. The vote passed 5-0-0.**

The next meeting will be Thursday, December 19, 2024, at 7 p.m.

**M. Kelley moved to adjourn the meeting at 8:45 p.m. All voted in favor.**

Respectfully submitted,

Jessica Demeritt