

MONKTON SELECTBOARD MEETING MINUTES
Tuesday, April 8th, 2025

Approved April 22nd, 2025

The meeting was called to order by Jessica Demeritt at 7:02 p.m.

Members in attendance: Jessica Demeritt (Chair), Walter Crandall (Vice-Chair), Sam Peisch, John Dunham

Members absent: Joe Szarejko

Others in attendance: Stan Wilbur (Town Administrator), Jaime Schulte, Callie Brynn, Lisa Burns, Randy Charboneau, Tom Steadman, John McNerney, Susan Davis, Debra Sprague, Ivor Hughes, Travys Cousino, Wendy Cousino

ANNOUNCEMENTS:

None

ADDITIONS OR DELETIONS FROM THE AGENDA:

Added the ANAC Operational Guidelines to New Business

Right of Way Permit at 767 Jockey Lane added to New Business

ITEMS IN TOWN RIGHT OF WAY - HOLLOW ROAD

This planned agenda item was moved to the front of the agenda for the convenience of participants and considered at this time. T. Cousino joined the board to discuss a letter he received and concerns about water entering his property:

- T. Cousino has experienced flooding coming from across the road and also received a letter about material on his property on Hollow Rd. being in the town right of way. T. Cousino inherited the debris on the property from his father and has been working on moving it out. He would have more dry space to work with the material if water wasn't coming through from across the road making some of his property wet. T. Cousino is concerned about the road crew's work on the ditching across from the road and would like some progress. He has had some conversation with the Road Foreman, but that hasn't resolved the issue with water. T. Cousino and members of the Board noted progress on removal of material. J. Demeritt appreciates the water concern and clarified that the first flooding issue was in 2023. J. Demeritt will ask J. Szarejko to reach out to T. Cousino as the next step.

REGULAR BUSINESS:

APPROVE MARCH 25, 2025 SELECTBOARD MEETING MINUTES

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W. Crandall moved to approve the minutes of March 25, 2025 with the amendment as noted. S. Peisch seconded. The amendment was to add the text of Tom Kenyon's letter to the Board as an appendix to the minutes. **The vote passed 4-0-0.**

REVIEW AND APPROVE CHECK WARRANTS

S. Peisch moved to approve Accounts Payable Check Warrant #50328 in the amount of \$30960.31. W. Crandall seconded. Primary amounts are for health insurance cost, payroll, property casualty insurance, equipment fuel and gravel. **The vote passed 4-0-0.**

W. Crandall moved to approve Accounts Payable Check Warrant #50407 in the amount of \$26,233.39. S. Peisch seconded. Primary amounts are for telephone, bank, Pike Industries cold patch, gravel and payroll transfers. **The vote passed 4-0-0.**

J. Dunham moved to approve Payroll Check Warrant #50407 in the amount of \$14,403.04. W. Crandall seconded. The vote passed 4-0-0.

REVIEW AND APPROVE OVERWEIGHT PERMITS, ETC.

The following permits were reviewed and approved by W. Crandall:

802 EXCAVATING
A DUIE PYLE
ABC SUPPLY
ABF FREIGHT
ACKER EXCAVATING
ALH TRANSIT
ALL STAR FUELS
AMERIGAS
AUTOMOTIVE SERVICES DBA THE 4X4
BAKEMARK USA
BARRETT TRUCKING
BIRDEYE BUILDING CO
BP WASTEWATER
BTF BUNDYS SEWER AND DRAIN
BUD CARPENTER
C DRINKWINE
C P SITE CONSTRUCTION
CAMP PRECAST CONCRETE
CANOPY TIMBER ALTERNATIVES
CARTER HEAVY TRUCK FILINGS

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CASELLA WASTE
CASELLA WASTE
CHAMPLAIN CONSTRUCTION
CHAMPLAIN VALLEY PLUMBING AND HEATING
CHEVALIER DRILLING
CLARK-WRIGHT SEPTIC SERVICE
COTA TRUCKING COMPANY
CURTIS LUMBER
D & F EXCAVATING
DAN MENARD CONCRETE CONSTRUCTION
DEAD RIVER DBA BOURNES ENERGY
DEBISSCHOP EXCAVATING
DON WESTON EXCAVATING
DOUGLAS COLE
DUTCH VALLEY TRANSPORT
ELEVATION EXCAVATION SEPTIC SERVICES
FEDEX FREIGHT
FEED COMMODITIES INTERNATIONAL
FREEGARD EXCAVATION
FYLES BROTHERS
G STONE COMMERCIAL
GAUTHIER TRUCKING
GIROUX'S POULTRY FARM
GOODRO
GREEN STATE EXCAVATING
HARRISON CONCRETE
HARRISON REDI MIX
HINESBURG SAND AND GRAVEL
J HUTCHINS
JACKMAN FUELS
JOHN G FRENCH AND SONS TRUCKING
K POPE & SONS
K.A.BAGLEY
KENNEDY EXCAVATION
KENT NUTRITION GROUP -BLUE SEAL FOODS
KIMBALL TRANSPORT
LAPETE CONSTRUCTION
LAW FAMILY COMPANIES -BSP TRANS
LAWES AGRICULTURE
LIVINGSTON FARM LANDSCAPE
LJM CONSTRUCTION

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M B COUNTRYSIDE
MCELWAIN CONTRACTING
MITCHELL EXCAVATING
MOE DUBOIS EXCAVATING
MONUMENT FARMS
MOUNTAINS EDGE EXCAVATION
MR BULTS
MUNSON EARTH MOVING
NEW ENGLAND QUALITY SERVICE
NEWPORT SAND AND GRAVEL
ON SITE SEPTIC
ORMOND BUSHEY
PANORAMIC LANDSCAPING
PARENT CONSTRUCTION
PARKER EXCAVATION
PIKE INDUSTRIES
POULIN GRAIN
R + J TRUCKING
R J LANG CONSTRUCTION
R K MILES
RED CEDAR TRUCKING
REDLINE UNLIMITED
RICE LUMBER CO
RICHMOND HOME SUPPLY
ROSS EXPRESS
S D IRELAND
S+J STEARNS INC
S.T.ROGERS TRANSPORT
SAUNDERS TRUCKING
SCOTT OBERLE
SCOTT PIDGEON
SHEEHAN EXCAVATION
SID SUMNER INC.
SPAFFORD AND SONS
SPENCE EXCAVATING
STEWARTS SHOP
STRUCTURAL WOOD CORP
STRUCTURES R.B.R.
SWAN SITEWORK, LLC
SWEET CAROLINES
T & C TRUCKING

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TIM THOMPSON TRUCKING
VAILLANCOURT
VELCO
WATERMAN
WESTON PULPWOOD SALES INC

FACILITY USE REQUESTS

There have been a few requests. The hardcourt fundraising group will be having an event in May and using the patio as well as the Community Room.

PUBLIC COMMENT

Tom Steadman asked if the Board gets regular updates on the budget. The Board receives a quarterly update. W. Crandall noted that some of the budget is seasonal. Do they see the bank balance? No, the Treasurer manages that.

Susan Davis shared a concern about the change to the draft Town Forest Management Plan, which now allows public access 24x7 with quiet hours 9pm-7am (previously dawn to dusk). She brought up this concern under Public Comment due to not being able to stay until the later agenda item. S. Davis asked the Selectboard to not approve the plan tonight, to give residents more time to respond. She stated that she is very concerned about this change on top of other things the neighbors have been asked to adjust to without compensation.

NEW BUSINESS:

HIGHWAY DEPARTMENT UPDATE

The Road Foreman sent an update. They are working on getting assistance with flagging during road work, they are ditching on asphalt roads, and still experimenting with the gravel/asphalt mix on Boro Hill Rd.

ASSESSORS DUTIES

L. Burns joined the board to discuss what Assessors do. The main duty is to maintain an accurate Grand List for purposes of taxes, etc. The town moved recently from the Listers model to the Assessor model. We use the NEMRC corporation for professional assessor work and L. Burns works in a more administrative capacity. Property owners are the assessor's constituents and work closely with the Town Clerk, Zoning Administrator, realtors, appraisers, and others who are working on land transactions in Monkton.

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Assessors also work on permits and ensure those are updated in the database, so appraisals can be increased accordingly. Monkton completed all of this work on schedule / on-budget for the current cycle, which is not the case in all towns.

L. Burns takes as much training as possible and is able to share that training cost between her similar roles with Monkton and Lincoln.

W. Crandall asked about the next phase of the Assessor's work. L. Burns noted the work of updating appraisals into the new state system has finished and communication of that is coming next, to be followed by the process for residents to raise a grievance. L. Burns doesn't keep specific hours, but works by appointment and responds to requests and what the work requires.

Note: for the convenience of attendees the Board went next to the VT Gas Pipeline item under Old Business before resuming New Business.

ASSISTANT TREASURER DUTIES

J. Demeritt mentioned that Treasurer Bill Joos is working on the job description for an Assistant Treasurer.

ITEMS IN TOWN RIGHT OF WAY - HOLLOW ROAD

This was discussed at the beginning of the meeting. J. McNerney later commented to the Board regarding the general history of the items in the town right of way topic.

OVER WEIGHT ORDINANCE

J. Demeritt indicated the Road Foreman is reviewing the Over Weight Ordinance.

TOWN FOREST MANAGEMENT PLAN

Callie Brynn described community feedback received in March and April after the initial draft was published. The Town Forest Committee met last week to work through what changes to make to the Plan from that varied feedback, which generally asked the Committee to relax restrictions somewhat but was not unanimous on specific topics. The reasoning for changes and updated plan was shared with the community and the Select Board. The Plan is a living document in that it can be amended in the future through additional public process and review by the Select Board, the Vermont Land Trust, and the Vermont Housing & Conservation Board.

C. Brynn reviewed some of the changes made since the original draft published in March and asked if the Board had any concerns. There was an extended discussion about the hours of operation topic raised by S. Davis and the community feedback in both directions on that. It was discussed that people who

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would respect and observe more limited hours of operation will also likely follow quiet hours. R. Charboneau commented that he would like to see sensible restrictions, but not over-restriction. It was noted that the Conservation Commission has approved the Plan with one request for a minor revision to language they had previously provided.

J. Dunham moved to approve the Monkton Town Forest Management Plan dated April 4th inclusive of the requested amendment from the Conservation Commission. S. Peisch seconded. The vote passed 3-1-0, with W. Crandall opposed.

APPOINTMENTS

| | |
|----------------------------|--------------------------|
| Mark Boltz-Robinson | Town Health Officer |
| Robin Hopps | Recycling Coordinator |
| Chris Acker | Development Review Board |
| Susan Gulrajani | 911 Coordinator |

S. Peisch moved these candidates and appointments as a slate. J. Dunham seconded. The vote passed 4-0-0.

SELECTBOARD RULES OF PROCEDURE

J. Demeritt noted there are Select Board Rules of Procedure that were never adopted and there is also a version from VLCT.

ANAC OPERATIONAL GUIDELINES

ANAC sent a slightly revised version of the ANAC Operational Guidelines, originally sent on March 12th, for the Select Board’s approval. J. Demeritt reviewed the minor changes made for the new board members, including clarification of the purpose and use of the Agricultural and Natural Areas Fund.

W. Crandall moved to adopt the Monkton ANAC Operational Guidelines dated March 12th 2025 as written. S. Peisch seconded. The vote passed 4-0-0.

RIGHT OF WAY PERMIT APPLICATION

ROW permit of John McCaffrey & Loralyn Bothwell at 767 Jockey Ln. The applicants are looking at putting in a culvert to prevent road washout. This item

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does not need approval of the Select Board at this time. J. Szarejko will be doing a site visit.

OLD BUSINESS:

VERMONT GAS SYSTEM

Ivor Hughes joined the board to discuss the Board's role as an intervenor. He believes a letter, if the Select Board would like to send one, should be sent tomorrow. He recommends that the letter say there has not been enough time to review as an intervenor. I. Hughes has a draft letter for the Board to consider and he read the letter aloud. S. Wilbur could send the letter tomorrow.

There was discussion of how the Select Board would like to proceed as an intervenor in the Certificate of Public Good for the pipeline. The board discussed needing more time, particularly considering new members that have just joined the board, and discussed how much time. J. Demeritt is looking at how to address the legal costs involved and would like to coordinate with other towns.

W. Crandall moved to send a letter to the Public Utility Commission asking for a 90-day extension, in consideration that the current Monkton Select Board has had less than one month to consider the Certificate of Public Good as an intervenor. J. Dunham seconded. All were in favor 4-0-0.

OTHER BUSINESS:

DETERMINE TIME/DATE OF NEXT MEETING

The next meeting will be Tuesday, April 22nd, 2025 at 7:00 p.m.

W. Crandall noted that he is doing research on the potential community sign and looked at pricing for a similar sign in another town (made by Daktronics).

EXECUTIVE SESSION:

LEGAL MATTER

T. Steadman asked questions about the general procedure of Executive Session, which the Board answered. J. McNerney, T. Steadman, and D. Sprague departed the meeting.

J. Dunham moved to go into Executive Session to consider civil litigation to which the public body may be party per 1 V.S.A. § 313, because premature public knowledge of the specifics would place the Town at a disadvantage, and invite Stan Wilbur and Jaime Schulte to join the Board.

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S. Peisch seconded. The vote passed 4-0-0. Entered Executive Session at 9:14pm.

J. Dunham moved to exit the executive session at 9:28. S. Peisch seconded. The vote passed 4-0-0. No action will be taken at this time on the legal matter.

W. Crandall moved to adjourn the meeting at 9:31pm. S. Peisch seconded. The vote passed, 4-0-0.

Respectfully submitted,

Jaime Schulte