

MONKTON SELECTBOARD MEETING MINUTES

Tuesday, March 12, 2024

DRAFT

The meeting was called to order by Stephen Pilcher at 7:00 pm.

Members in attendance: Stephen Pilcher (chair), Joe Szarejko, Marikate Kelley(arrived at 7:08), Walter Crandall, John McNerney

Members absent: none

Others in attendance: Jessica Demeritt (recording secretary), Stan Wilbur (town administrator), Lauren Parren, Candace Polzella, Michael Casey, Patrick Polzella, Janet Fairchild, Shane Lawrence, Robin Hopps, Jane Low, Theresa Schwegel, Jaime Schulte, Debra Sprague

ANNOUNCEMENTS:

There will be a Selectboard hearing on Thursday, 3/28/24 on the laying out of Old Airport Road at 7:30pm.

REGULAR BUSINESS:

APPROVE MINUTES

W. Crandall moved to approve the minutes of March 12, 2024 as written. Joe Szarejko seconded. The vote passed 3-0-1. J. McNerney abstained.

REVIEW AND APPROVE CHECK WARRANTS

W. Crandall moved to approve AP 40326 in the amount of \$24,349.60. J. McNerney seconded. All voted in favor.

W. Crandall moved to approve PR 40325 in the amount of \$13,602.44. J. Szarejko seconded. All voted in favor.

REVIEW AND APPROVE OVERWEIGHT PERMITS, ETC

The following overweight permits were reviewed and approved:

Moe Dubois Excavating, Inc

McElwain Contracting / Quinn McElwain

St. Rogers Transport, LLC

Amerigas

Canopy Timber Alternatives, Inc

Dutch Valley Transportation

S.D. Ireland

Kent Nutrition Group

S.B. Collins, Inc

Blairs Forestry Hauling

Champlain Valley Plumbing and Heating

Lawes Agricultural Services, Inc

New England Quality Service, Inc

Camp Precast Concrete Products, Inc

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ABC Supply Co, Inc
Beacon Sales Acquisition
Rox Asphalt
Cota Trucking Company
Fedex Freight, Inc
T. Palmer Excavating
Roberts Energy % Mike's Fuel, LLC
Jackman Fuels, Inc
A.C. Wright, LLC dba Clark-Wright Septic Service
Feed Commodities International, Inc
Pike Industries
Monument Farms, Inc
Nick Bissonnette

There was discussion about who gets a copy of the overweight permits.

FACILITY USE REQUEST

W. Crandall noted there were three. W. Crandall and P. Low spoke about W. Crandall taking over the facility use requests and updating the calendar. R. Hopps confirmed a date for the MMHS.

PUBLIC COMMENT

M. Casey asked if the Selectboard dealt with water trespass issues. He expressed concern about water being discharged into ditches adjacent to his property. S. Pilcher suggested directing his concerns to the Zoning Administrator. He also suggested documenting the incident and sharing that information with the Selectboard.

NEW BUSINESS:

HIGHWAY DEPARTMENT STATUS UPDATE

S. Lawrence said the road crew is doing brush clearing on Rotax Road and Roscoe road. Roscoe Road will get an overhaul. S. Lawrence noted that some classes have been taken, both online and in person. He spoke about a leadership class that was especially good. S. Lawrence said he was going to talk with Ferrisburgh about a "chip & seal" road treatment for possible use in Monkton. He talked about the possibility of borrowing a crack sealer from Addison. S. Lawrence spoke with the road foreman from Bristol and received a lot of suggestions and an offer of help. S. Pilcher said he would really like to see the stop bars painted this year. There was discussion about the town having shared ownership of a paint sprayer for marking roads. J. Szarejko said Bristol offered trucks and crew to help out Monkton. Junior Lewis will be coming again for some training. There was a discussion about the highway capital fund. There was discussion about the grader. S. Lawrence said Monkton's grader has 11,000 hours on it. S. Lawrence estimated that the grader gets used about 1,000 hours per year.

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LOWER PARKING LOT BIDS

S. Pilcher said there are two bids for the lower parking lot: one from D&L Property Services for \$41,500 and one from J Labreque for \$63,440. There was discussion about the bids. **M. Kelley moved to accept the D&L Property Services bid for the lower parking lot and authorized town administrator to discuss the requirements for an ADA handrail. W. Crandall seconded. S. Pilcher noted that there are grants that cover \$30,000 of the cost, and the town will pay the rest conditional on whether the railings are required or not. All voted in favor.** There was discussion about the grants.

TOWN OFFICE UNFINISHED ROOM

J. Low said the conversation about the unfinished room started in November of 2021. She said the library had just received results from a survey, and also had a forum to solicit input. She noted that people were starved for gatherings. She wanted the room to handle group activities. The library board suggested giving the Monkton Museum and Historical Society a protected space in the library. J. Low noted the library had \$7500 to put towards finishing the room. They have been trying to work with the historical society to meet everyone's needs. T. Schwegel has been seeking grants. J. Fairchild noted that some of the conversation was about how the space could be used similarly to the community room. There was discussion about fire egress and scheduling. M. Kelley asked if the Monkton Museum and Historical Society was onboard with the plan. R. Hopps noted that the space being offered to the historical society was unclear. She said the hope was to have the collection in one space. J. Schulte noted that the community room was booked much of the time. He noted that having two hybrid meeting spaces would be ideal for the town. He asked if a door could be added to improve access to the downstairs glass room when the library is not open. It was noted that not having an exterior door to the patio independent of the library was a mistake. S. Pilcher proposed that the library and the MMHS continue to work together on how to use the space. S. Pilcher said the library would be responsible for their furnishings and the MMHS would be responsible for theirs. The town would be responsible for finishing the room. M. Kelley said she would like to see the library and the historical society figure it out. She appreciated the work the library did to get input from the community. She would like the future work of the two groups to take the community input into consideration. There was discussion about grants and how much each group would offer for fixtures. R. Hopps was unaware that the Historical Society needed to come up with funding. She thinks that if the town finished the infrastructure, then the organizations would move in. She thinks that the town offices, the library and the Historical Society together are synergistic. It was noted that the library and Historical Society can make a decision, or the Selectboard can make a decision. J. McNerney noted that messy, loud activities may not mesh well with Historical Society items or more traditional Library uses. W. Crandall noted that

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more community space seemed to be a common interest. He noted that he thinks everyone has the same goals.

R. Hopps presented some information on the Monkton Museum and Historical Society. She noted a need for a room to have plenty of outlets and lighting. They would like to have public access for the collection of documents, as well as space for displaying items in their collection.

EAST MONKTON CHURCH ARPA REQUEST

C. Polzella said they provided a DEI statement and a building use form as requested. S. Pilcher asked about costs, and C. Polzella said the costs are \$32,000 plus about 20%. They are asking for \$25,000 from the town, and S. Pilcher asked how they are raising the other funds. L. Parren said grants are easier to get if they have some matching funds. There was discussion about the project. **M. Kelley moved to approve \$25,000 for the East Monkton Church project. J. McNerney seconded.** J. Demeritt asked about the outstanding requests for ARPA funds. S. Pilcher noted that requests included the East Monkton Church project, a multisport playing court, and completion of expansion room infrastructure. He noted the efforts for accessory dwelling units and a digital sign had faded. M. Kelley noted that there was interest in additional community space. **All voted in favor.** There was discussion about grants.

WELCOME TO MONKTON SIGNS

There was discussion about town signs at Monkton's borders as well as the Ridge and Boro signs. S. Pilcher noted we need to design one and bid one out. There was discussion about a town motto like Bristol's "Gateway to the Green Mountains".

APPOINTMENTS

It was noted that appointments need to be advertised.

J. McNerney moved to appoint Bill Joos to delinquent tax collector. J. Szarejko seconded. All voted in favor.

NEW PERSONNEL POLICY REVIEW

M. Kelley presented information on eligibility for benefits, who is covered, and holidays. There was discussion about vacation, sick leave, dental benefits, and VEMERS.

HIRING POLICY

no action taken

DRAFT SELECTBOARD RULES OF PROCEDURE

S. Pilcher noted that ANAC and the Conservation Commission had adopted rules of procedure and a new member checklist. He has been drafting similar items for the Selectboard.

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DRAFT NEW MEMBER CHECKLIST

S. Pilcher is working on a new member checklist.

OTHER BUSINESS

W. Crandall moved to approve a liquor license for a one day event at the Stein Orchard on 4/8/24. J. Szarejko seconded. J. McNerney expressed concern at the short notice, which did not give neighbors a chance to weigh in. **The vote passed 3-1-1. MK abstained. JM voted against.**

There was discussion about the hearing on Old Airport Road reclassification on 3/28/24.

EXECUTIVE SESSION:

Since premature general public knowledge of a personnel issue would place the Town or the person involved at a substantial disadvantage, **W. Crandall moved that the Selectboard go into executive session at 8:54pm to review a personnel issue. J. McNerney seconded. All voted in favor.**

W. Crandall moved to come out of executive session at 9:18pm. J. McNerney seconded. All voted in favor.

M. Kelley moved to talk to VLCT or retain counsel to discuss personnel issues. J. Szarejko seconded. All voted in favor.

The next meeting will be Tuesday, April 9, 2024, at 7pm.

W. Crandall moved to adjourn the meeting at 10:08pm. All voted in favor.

Respectfully submitted,

Jessica Demeritt