

# MONKTON SELECTBOARD MEETING MINUTES

Tuesday, October 14, 2025

DRAFT

## **1. CALL TO ORDER**

The meeting was called to order by Jessica Demeritt at 7:00 pm.

## **2. ATTENDANCE**

Members in attendance:

Jessica Demeritt (Chair), Sam Peisch (Secretary), Joe Szarejko, John Dunham

Members absent:

Walter Crandall (Vice-Chair)

Others in attendance:

Stan Wilbur (Town Administrator), Tom Steadman, Teri Fitz-Gerald, Ralph Fitz-Gerald, Kirk Lea.

## **3. ANNOUNCEMENTS**

None offered.

## **4. ADDITIONS OR DELETIONS FROM THE AGENDA**

No changes were made.

## **5. PUBLIC COMMENT**

T. Steadman raised a query about the quality of the new pavement. There is a very noticeable bump in the northbound lane. J. Szarejko volunteered to follow-up with the town highway crew to find out if there is a remedy.

## **6. APPROVE MINUTES**

MEETING MINUTES Tuesday, September 23rd, 2025

*S. Peisch moved to approve the minutes of September 23rd, 2025 as written.*

*J. Dunham seconded. The vote passed 4-0-0.*

## **7. REVIEW AND APPROVE CHECK WARRANTS**

*J. Demeritt moved to approve Accounts Payable Check Warrant #50922 in the amount of \$30,467.10 J. Dunham seconded. This primarily is for recycling, insurance, gravel, tech Services. The vote passed 4-0-0.*

*J. Dunham moved to approve Accounts Payable Check Warrant #50929 in the amount of \$35,091.04. S. Peisch seconded. This is primarily for property insurance, gravel, cleaning services, and payroll transfers. The vote passed 4-0-0.*

*J. Demeritt moved to approve Accounts Payable Check Warrant #51007 in the amount of \$28,880.97. J. Dunham seconded. This is primarily for chloride, payroll taxes, IT support. The vote passed 4-0-0.*

*J. Dunham moved to approve Accounts Payable Payroll Warrant #51006 in the amount of \$13,993.18. S. Peisch seconded. This is payroll for town employees. The vote passed 4-0-0.*

#### **8. REVIEW OVERWEIGHT PERMITS**

No permits identified.

#### **9. FACILITY USE REQUESTS**

No requests identified.

#### **10. HIGHWAY DEPARTMENT**

J. Szarejko reported some paving on the Ridge has been completed as well as paving over the recent culvert construction on Tyler Bridge Rd. The Highway department has also hauled in the last of their winter sand. The highway department has called in a few chits, several surrounding towns have supported the highway department in grading roads with their equipment; several additional roads are to be graded in the coming week. In addition, the highway department has been working on Nichols Rd to do tree work in preparation for the ditching to begin later this week.

J. Szarejko reported he and S. Peisch met with Shane Lawrence (Road Foreman), and one additional crew member, as well as Mark Boltz-Robinson (Monkton Tree Warden) on Hardscrabble to develop a plan for ditching. It is unclear if ditching on Hardscrabble will occur this year.

J. Szarejko reported a couple of companies have come to look at the grader and provide repair estimates. J. Szarejko attended the Munson evaluation; J. Dunham attended the United evaluation. Estimates were forwarded to all Selectboard members prior to this meeting. J. Szarejko and J. Dunham reported on the evaluations. There was discussion. Pending the return of an oil sample, the Selectboard has opted to move forward with Munson. J. Szarejko will book the appointment for December.

J. Szarejko reported letters have been sent to the Coyle's regarding the curb cut and the residents on Hollow Rd regarding the property in the right-of-way.

#### **11. OVERWEIGHT ORDINANCE**

J. Demeritt reported that she reached out to Jim Carroll, town attorney, regarding placing a 24,000 lb weight limit on all roads, and limiting permits to local deliveries only. The response was that he would look into it, but feared that it may be a constitutional violation of the right to travel. The potentially discriminatory

element is language allowing local deliveries but not thru traffic. Following discussion, the Selectboard determined they would wait to hear back from Jim before making additional decisions.

### **12. PARK AND RIDE POLICY**

J. Dunham submitted a draft policy to the members of the Selectboard prior to this meeting. All present members reviewed the policy. Following discussion, the Selectboard agreed the draft is well crafted, but might benefit from several additional sets of eyes and potentially some word-smithing prior to creating a permanent sign.

### **13. MORSE ROAD TH13**

J. Demeritt reported that the document for discontinuance of Morse Rd is nearly complete and requested all Selectboard members present in the town offices to sign the document by no later than October 24, 2025.

*S. Peisch moved to approve the Findings, Decision and Order on the Discontinuance of Morse Road. J. Dunham seconded. **The vote passed 4-0-0.***

### **14. HARDCOURT UPDATE**

Teri and Ralph Fitz-Gerald joined the Selectboard to discuss the hardcourt. T. Fitz-Gerald shared a proposal from Vermont Tennis for the professional completion of the hardcourt including both painting and sealing the court. The proposal was presented to the Recreation Committee last week and gained their approval. The hardcourt sub-committee is seeking support from the Selectboard to accept the proposal. Language in the proposal guarantees the pricing through the May/June 2026 completion date, and is revocable, risk free, in the event sufficient funds are not available. Kevin Lambert, a member of the Recreation Committee, is currently working on a potential grant opportunity. The grant would still require matching funds. Following discussion, the Selectboard determined it was in the best interest to move forward with the proposal.

*J. Dunham moved to authorize the Selectboard Chairperson, J. Demeritt, sign the proposal from Vermont Tennis Court Surfacing dated October 3, 2025 in the amount of \$20,300 with the option to cancel at any time without any financial obligation. S. Peisch seconded. **The vote passed 4-0-0.***

### **15. POLICY FOR APPOINTMENTS**

J. Demeritt outlined the purpose and intent of the policy as well as its need to be updated. J. Demeritt shared that she has been having discussions with Stan Wilbur (Town Administrator) as well with the Vermont League of Cities and Towns to better understand the differences between town employees and town officers. The current Town of Monkton personnel policy reads:

“The personnel policy applies to full-time and part-time employees of the town, except by separate written agreement elected officers and their statutory assistants, members of town boards and commissions,

volunteers, and persons who provide the town services on a contract basis are not covered by this policy.”

Therefore the policy was not written to cover elected officers. J. Demeritt pointed out that the policy could cover appointed officers; she is seeking additional clarity. Following discussion, general consensus determined that the policy should be reviewed and updated.

#### **16. OPIOID SETTLEMENT**

S. Wilbur reported that the Town of Monkton has received \$711.75 from the Opioid Settlement funds. He shared that funds from this settlement have, in previous years, been donated to the local substance use addiction recovery organization, Turning Point Center of Addison County. It is onerous to use the funds for any alternative purpose.

*S. Peisch moved to allocate the full balance of the Opioid Settlement in the amount of \$711.75 to the Turning Point Center of Addison County. J. Dunham seconded. The vote passed 4-0-0.*

#### **17. LIBRARY UPDATE**

J. Demeritt reported she and S. Peisch met with the library trustees at the end of September, 2025. It was a helpful discussion during which clarity regarding the relationship between the library and the town was a topic. A memorandum of understanding was drafted and is currently being negotiated. S. Peisch reported that he anticipates he will be on the library’s agenda at their next meeting and will bring further discussion and/or final decisions back to the Selectboard following that.

#### **18. 2026 BUDGETING UPDATE**

S. Wilbur outlined the process by which he created a schedule for Selectboard budget work. S. Wilbur then walked through the different components of the process and the timeline. The timeline begins this week with sending out a request to all departments to submit their budgets prior to the November 11th Selectboard meeting. There was discussion about various tasks related to setting the budget.

#### **19. OTHER BUSINESS**

J. Dunham reported about the ongoing process of removing the abandoned boat. He received a \$3,000 quote for removal. The Town of Monkton will likely face EPA fines if the boat is not removed before snow arrives. There was discussion about the possibility of bringing the owner of the boat to small claims court. J. Dunham will contact Jim Carroll to learn more about whether a claim with the court is feasible.

#### **20. ACTION ITEM ROUNDUP**

- John Park and ride
- All come in to sign discontinuance of Morse Road

- Stan send to policy for appointments; all to review it
- John will contact town attorney about the boat and get additional quote(s)
- Joe will book time for Munson to fix the grader (December)
- Joe will follow up about highway paving issue on the Ridge (request that bump in northbound lane be fixed)

## **21. DETERMINE TIME/DATE OF NEXT MEETING**

The next meeting will be Tuesday, October 28th at 7:00pm.

## **22. EXECUTIVE SESSION - IF NECESSARY**

*J. Demeritt moved to find that premature general public knowledge would place both the person or persons and the town at a substantial disadvantage. J. Dunham seconded. **The vote passed 4-0-0***

*J. Demeritt moved to enter Executive Session to discuss a personnel under the provisions of 1 V.S.A. § 313(a)(1)(B) of the Vermont statutes. J. Dunham seconded. **The vote passed 4-0-0.** Entered Executive Session at [time] pm.*

The Selectboard invited S. Wilbur to join the conversation.

The public left the meeting.

*J. Demeritt moved to exit the Executive Session. J. Dunham seconded. **The vote passed 4-0-0.** Exited the Executive Session at 10:10 pm.*

## **23. ADJOURNMENT**

*S. Peisch moved to adjourn the meeting at 10:11 pm. J. Dunham seconded. **The vote passed 4-0-0.***

Respectfully submitted,  
Stacy Jones