

MONKTON SELECTBOARD MEETING MINUTES
Thursday, March 28th, 2026
DRAFT

1. CALL TO ORDER & ATTENDANCE

The meeting was called to order by S. Peisch at 7:00 pm.

Members in attendance:

Sam Peisch (Chair, Clerk), John Dunham (Vice Chair), Joe Szarejko (Highway Liaison), Walter Crandall (Facilities Liaison), Sarah Bouchard

Others in attendance:

Stan Wilbur (Town administrator), Trevor Currier (Road Foreman), Lisa Burns, Tom Steadman, Michael Miller, John McNerney, Jamie Schulte, Adrienne Raphael, Stacy Jones (minutes recorder)

2. ADDITIONS OR DELETIONS FROM THE AGENDA

Additions: S. Peisch added a right-of-way permit application under Highway Department, to be taken between items 12A and 12B. No other additions or deletions were made.

Deletions: None

3. BOUCHARD FOCUS AREA/GOAL FOR THE YEAR

S. Bouchard said her focus areas for the year are to help improve the town website with the webmaster, make it more user-friendly, and assist with grant applications.

4. ANNOUNCEMENTS

T. Currier reported that the Town received notice that its paving grant for next year was approved. He also reported that paving for this year has been completed, with only shouldering remaining.

5. PUBLIC COMMENT

No public comment was offered.

6. REVIEW & APPROVE MINUTES

S. Peisch moved to approve the May 14, 2026 Selectboard meeting minutes. J. Dunham seconded. **Approved unanimously.**

7. REVIEW & APPROVE OVERWEIGHT PERMITS

J. Szarejko reported that four or five overweight permits had been received, that all were in compliance with weight limits and insurance requirements, and that permit activity was slowing down.

Overweight permits approved since the last Selectboard meeting include: Bradford's Trucking; Green Mountain Siteworks; Structural Wood Corp; and Timothy Paquette.

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8. REVIEW & APPROVE FACILITY USE REQUESTS

W. Crandall reported that the Mount Abraham Unified School District Board planned to use the Community Room for an all-day retreat on June 17. He also raised recurring scheduling conflicts involving smaller committee meetings and discussion followed regarding whether another meeting space in the building should be formalized.

The Board reviewed possible options including the South Wing, office space, or other alternative locations, and noted that a second Owl-style video device would likely be needed if another room were set up for hybrid meetings. J. McNerney noted that this was the second Owl unit of the same design to fail and suggested it was still worth investigating replacement or repair; he also noted that the church basement could be another option for some meetings. L. Burns said that if office space were used for meetings, staff should be notified in advance because some nonpublic materials are kept in that area. J. Dunham stated a preference for continuing to use town facilities rather than moving meetings elsewhere.

9. REVIEW & APPROVE CHECK WARRANTS

*J. Dunham moved to approve Check Warrant 60528 in the amount of \$52,548.41. S. Peisch seconded. **Approved unanimously.** This warrant was largely for highway-related expenses, including summer chloride, health insurance, highway equipment repair, property insurance, and VLCT association dues.*

10. REVIEW & APPROVE 2026 PAY RATES

*S. Peisch moved to approve the 2026 employee pay rates. S. Bouchard seconded. **Approved unanimously.***

11. ADDISON COUNTY REGIONAL PLANNING COMMISSION APPOINTMENTS

*S. Peisch moved to reappoint Debra Sprague and Stephen Pilcher as Monkton's delegates to the Addison County Regional Planning Commission for the July 1, 2026 to June 30, 2027 term. W. Crandall seconded. **Approved unanimously.***

12. HIGHWAY DEPARTMENT

A. Biweekly Update

J. Szarejko reported that paving had been completed on Silver Street, Monkton Road, and Tyler Bridge Road, and that the crew had been doing shouldering, roadside mowing, and grading. He also publicly thanked T. Currier for managing paving coordination, resident concerns, and preparations for upcoming work.

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B. Right-of-Way Permit Application

The Board reviewed a newly submitted right-of-way permit application and agreed it would be prudent to authorize the permit pending a site visit, so long as the site review raised no concerns.

*J. Dunham moved to authorize the permit pending a site visit, provided the site visit raised no concerns. S. Peisch seconded. **Approved unanimously.***

*S. Peisch moved to authorize J. Szarejko to sign the permit on behalf of the Board. J. Dunham seconded. **Approved unanimously.***

C. Hardscrabble Road Project

T. Currier reported that the Hardscrabble Road project, previously expected to begin earlier, was now anticipated to begin Tuesday afternoon after shouldering work on Tyler Bridge Road was completed.

D. Piney Woods Road Update

S. Peisch also provided a brief update on Piney Woods Road, noting that the engineering firm had submitted initial culvert schematics, was finalizing them, and was working with the Agency of Natural Resources on permitting.

E. Potential Sale of Highway Dept. Assets

No updates.

F. Radar Speed Sign

The Board discussed possible locations for the radar speed sign that had previously been approved for purchase. J. Szarejko recommended Bristol Road, particularly north of Saunders Road, to slow traffic entering the village from the south. T. Currier said States Prison Hollow was also a location with speeding concerns, additional discussion included Mountain Road and general traffic-calming ideas.

Board members and attendees generally agreed that Bristol Road appeared to be the leading option, with discussion also suggesting that additional signs may be worth considering in a future budget year.

G. Old Stage Road Right-of-Way Violation

S. Peisch updated the Board on the existing draft notice of violation regarding material placed in the Old Stage Road right-of-way. Discussion focused on authorizing limited edits to the existing draft and legal review before sending the notice.

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*J. Dunham moved to authorize S. Peisch to make small edits to the existing draft right-of-way violation notice and review it with the town attorney. W. Crandall seconded. **Approved unanimously.***

H. Personnel Policy-Suggested Edit for Overtime Approval

S. Peisch raised concern about the current process for overtime approval for town employees, describing it as unnecessarily cumbersome. He proposed revising the policy so that overtime must be approved by the Selectboard Chair and the Selectboard Highway Liaison, in lieu of being brought to the full Board for approval.

*S. Peisch moved to amend the personnel policy regarding overtime approval as discussed. J. Dunham seconded. **Approved unanimously.***

I. Highway Access Policy

The Board discussed the Highway Access Policy and heard concerns from J. McNerney about legal issues that should be reviewed before final action. J. Dunham commented that the Board would need to determine where to draw reasonable lines in gray areas and discussion also included whether a list of local contractors or another mechanism might help property owners.

13. GRANTS

A. Bike/Pedestrian Walkway Grant for Monkton Ridge

S. Peisch introduced continued discussion of a possible bike/pedestrian grant application and opened discussion. Discussion addressed project scope, right-of-way constraints in the village, and whether a smaller grant would be sufficient for any realistic design option.

J. Dunham noted that the smaller grant amount would not cover the likely cost of the project options discussed and suggested that the larger grant would be more appropriate. S. Bouchard suggested moving forward with the grant application and associated investigation work regardless of whether the Town ultimately submits the final grant.

*S. Peisch moved to authorize S. Bouchard to pursue the grant application with S. Wilbur. J. Dunham seconded. **Approved unanimously.***

B. Preservation Trust Robert Sincerbeaux Fund Grant

S. Peisch reported that he had an upcoming call related to the Preservation Trust RSF Grant and would report back at a later meeting.

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C. Vermont Veterans Fund for Monkton Memorial Project

S. Peisch reported that the Vermont Veterans Fund grant had not yet opened, but he wanted Board feedback before the application period began. Discussion included questions about how far planning would need to advance before a grant request could be submitted and whether accessibility and site constraints should be evaluated further.

J. McNerney raised concerns about space at the Town Hall site and suggested Morse Park as an alternative. He also noted that Morse Park has a conservation easement and that reaching out to the Vermont Conservation Board would be in order if that location was selected. T. Steadman expressed that having the memorials at town hall would be the best location and having them at Morse Park would not honor the veterans properly. S. Peisch said he would seek additional information and community feedback.

D. Riverflow Letter of Support

The Board discussed a draft letter of support related to Riverflow.

W. Crandall moved to authorize the Chair to sign the letter of support. S. Peisch seconded. Discussion followed.

S. Peisch moved to approve the letter pending edits by S. Bouchard, and to work with S. Bouchard and S. Wilbur to sign and submit it. W. Crandall seconded. **Approved unanimously.**

14. ACTION ITEMS

- J. Dunham will continue reviewing facility use options and alternate meeting spaces.
- S. Peisch will attend the July Library Board meeting to discuss facility-use coordination and possible alternate meeting spaces.
- J. Dunham will continue exploring options for replacement or repair of the Owl-style meeting device.
- J. Szarejko will sign the right-of-way permit approved by the Board, pending the site visit.
- S. Peisch will make minor edits to the Old Stage Road violation notice and review it with the town attorney.
- S. Bouchard and S. Wilbur will pursue preliminary work on the bike/pedestrian grant application.
- S. Peisch will follow up regarding the Preservation Trust RSF Grant.
- S. Peisch will seek additional information related to the Vermont Veterans Fund and possible memorial locations.
- S. Bouchard and S. Peisch will finalize and submit the Riverflow letter of support.

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15. DETERMINE TIME/DATE OF NEXT MEETING

Thursday, 11th, 2026 at 7:00 pm at Monkton Town Hall.

16. ADJOURNMENT

J. Dunham moved to adjourn at 8:35pm. Approved unanimously.

Respectfully submitted,
Stacy Jones