



MONKTON SELECTBOARD MEETING MINUTES
Thursday, August 13th, 2026
DRAFT

Call to Order & Attendance

S. Peisch called the meeting to order at 7:01 PM.

Selectboard members present: Sam Peisch, John Dunham, Joe Szarejko, Walter Crandall, and Sarah Bouchard.

Also present: Stan Wilbur, Tom Steadman, John McNerney, Stephen Pilcher, Lisa Burns, and Kim Barbour.

Additions or Deletions from Agenda

The Board added the following items to the agenda:

- Review and approval of the Homeward Bound contract.
- Review and approval of the Hardscrabble Road paving-grant agreement.
- Discussion of rescheduling Selectboard meetings in November and December due to holiday conflicts.

Announcements

S. Bouchard announced that the Recreation Committee will host a hard-court opening night on Friday, August 28, at 5:00 PM. The event will include a community barbecue and potluck and will celebrate the newly resurfaced and painted courts.

Public Comment

No public comment was offered.

November and December Meeting Schedule

The Board discussed holiday conflicts with the regularly scheduled November and December meetings. By consensus, the Board agreed to meet on November 5 and November 19, 2026, and on December 3 and December 17, 2026. The Board will not schedule a December 29 meeting at this time.

Homeward Bound Contract

J. Dunham moved to approve the Homeward Bound contract. J. Szarejko seconded. **Motion carried unanimously.**

Hardscrabble Road Paving Grant Agreement

*S. Peisch moved to sign the grant agreement for Hardscrabble Road paving grant. W. Crandall seconded. **Motion carried unanimously.***

The agreement is for a \$200,000 state paving grant for the paved section of Hardscrabble Road.



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Review & Approve Meeting Minutes

S. Peisch moved to approve the meeting minutes from July 23 and August 6 as submitted. J. Szarejko seconded. Motion carried unanimously.

Review & Approve Overweight Permits

J. Szarejko reported that there were no overweight permits to review.

Review & Approve Facility Use Requests

W. Crandall reported one request: use of the children's space for a poetry club.

Review & Approve Check Warrants

J. Szarejko moved to approve Payroll Check Warrant Report 60812 in the amount of \$15,564.03. J. Dunham seconded. Motion carried unanimously.

J. Szarejko moved to approve Payroll Check Warrant Report 60729 in the amount of \$13,938.19. S. Bouchard seconded. Motion carried unanimously.

J. Szarejko moved to approve Accounts Payable Check Warrant Report 60813 in the amount of \$43,769.07. W. Crandall seconded. Motion carried unanimously.

J. Szarejko noted that larger accounts-payable expenses included gravel, waste-management services, Addison County Sheriff services, cleaning services, Driven Transport truck work, fuel, shop supplies, and NEMRC. In response to T. Steadman's question, J. Szarejko identified Driven Transport charges of \$102, \$102, \$688, \$1,085, and \$2,598.

Review and Amend Facility Use Policy

S. Bouchard reported that she had been working with the Town webmaster to update recreation information on the Town website and create a pavilion-rental form. She noted that the current facility-use policy contains outdated COVID-19 language and does not address outdoor spaces.

The Board discussed updating the existing Facility Use Policy and using a Google Form for pavilion requests. Proposed updates will address pavilion use, trash removal, open fires, open containers, overnight parking, and other rules specific to outdoor spaces. The Board also discussed drawing on language from the existing park-and-ride policy.

By consensus, the Board asked S. Bouchard to continue developing proposed revisions and bring them back for Board review.

2023 Financial Review and 2024 Authorization Letter

S. Peisch reviewed the purpose of annual financial statements and distinguished financial reviews from audits. The Board reviewed the 2023 financial review prepared by Pace & Hawley and the authorization letter for the 2024 financial review. S. Peisch noted that



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completing the 2023 review would allow the Town to proceed with the 2024 review and support the ongoing 2025 audit.

*S. Peisch moved to accept the 2023 financial review and the 2024 financial review authorization letter. S. Bouchard seconded. **Motion carried unanimously.***

S. Peisch will notify Pace & Hawley of the Board's action.

Alternate Meeting Space at Town Hall

J. Dunham reported on alternative meeting spaces at Town Hall when the Community Room is unavailable. The Board discussed the south wing of the library and the inner office wing. The library space would require moving and replacing bookshelves. The inner office wing could be used in limited circumstances by moving a second table, but it is a semi-secure area and Town staff would need to secure confidential documents.

The Board emphasized that Town boards and committees should reserve the Community Room through the calendar and clearly identify the specific room being reserved. W. Crandall will continue as the primary facilities contact; S. Peisch will serve as a backup point of contact when needed. The church may also be an option for meeting space in limited circumstances.

S. Peisch will send a notice to Town boards and committees clarifying calendar-use expectations and the need to specify the meeting location.

Highway Department

Biweekly Update

J. Szarejko reported that the Highway Department had primarily been working on Hardscrabble Road, moving trucks to and from Driven Transport, roadside mowing, and grading. He also reported that T. Currier had obtained estimates for upcoming grant work.

T. Steadman raised concerns about the amount of material and gravel placed on Lime Kiln Road. Board members discussed staffing constraints and the need to prioritize work among many roads. S. Peisch noted that Lime Kiln Road is expected to receive additional work next year.

State Highway Safety Grant Award Work

The Board reviewed work and quotes associated with the approximately \$50,000 State Highway Safety Grant, including tree work on Monkton-Vergennes Road, blasting a ledge on Rotax Road, and guardrail work.

The Board reached consensus to select Save A Tree for the tree work, based on T. Currier's recommendation and the lower quote.

The Board also discussed the Lafayette quote for guardrail work on Silver Street and Tyler Bridge Road. The Board expressed support for proceeding with the guardrail quote. J. Dunham raised concern about bank erosion near the Silver Street guardrail;



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the Board agreed that bank stabilization is a separate issue and should be discussed further with T. Currier. S. Peisch will also look into the need for additional guardrail farther south near the location of a prior vehicle incident.

The Board noted that the tree-work contract should not contain an automatic annual-renewal provision and that Town contracts and quotes are public records.

Grant-in-Aid Road Selection Update

S. Peisch reported that, following a state site visit, the State determined that Church Road—not Hardscrabble Road—would be the better fit for use of the Grants-in-Aid funding. The funds will be used on Church Road for ditching and related work.

Potential Enforcement for Highway Policy Violations

2790 Boro Hill Road

The Board reviewed concerns about logs and stones in the right-of-way. S. Peisch reported that he was not concerned at this time. J. Dunham asked whether stones near the corner were within reach of plowing equipment; J. Szarejko stated that T. Currier had not identified a problem. The Board will continue to monitor the location.

15 Murray Road

The Board discussed recurring runoff from the property onto Silver Street. The Town previously sent a letter and Highway Policy to the owner but had not received a response. The Board agreed that direct contact would be preferable to enforcement if possible. J. Dunham offered to contact the property owner if a phone number can be found. S. Peisch will continue efforts to locate contact information and coordinate follow-up.

1696 Hollow Road

The Board discussed trailers reported in the right-of-way. The Board was advised that only one small trailer remained, that it was not in the traveled lane, and that there were no current visibility, mowing, or snow-removal concerns. By consensus, the Board agreed to allow time for continued cleanup and revisit the matter if it remains unresolved in late fall, approximately October.

Village Trust Initiative Letter of Support

S. Pilcher presented a proposed Village Trust Initiative project for property at 176 Monkton Road. He described a concept for six to eight smaller homes intended to support senior and multigenerational housing, with shared infrastructure and possible future creation of a nonprofit Monkton Housing Trust. He requested a Selectboard letter of support for the grant application and stated that no taxpayer funds would be used to support the project.

S. Peisch moved to sign this letter of support for the Monkton Housing Group to the Village Trust Initiative, as amended, correcting "Monkton Housing Trust" to "Monkton Housing Group." S. Bouchard seconded. Motion carried unanimously.



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S. Peisch will update the letter and send it to S. Pilcher.

Fall Grant Discussion

Vermont Veterans Fund

S. Peisch reported that he had prepared a draft Vermont Veterans Fund application for Monkton veteran monuments and had sent it to D. Cota of the American Legion, E. Bessette, and others for feedback. He is also seeking quotes for moving the stones. The Board expects to review the application and consider submission at the next meeting.

Addison County Regional Planning Commission

The Board discussed the Town Triangle planning request. T. Steadman reported that four applications had been received. The Board will wait for further information from the Addison County Regional Planning Commission.

Town Highway Structures and Salt Shed Grants

S. Peisch and J. Szarejko reported on a meeting with a grant representative concerning potential funding for highway structures and a salt shed. The Board discussed Tyler Bridge Road, Church Road, and Piney Woods Road. For Tyler Bridge Road, possible alternatives identified in the 2023 hydraulic study include a concrete slab bridge, an open-bottom arch, and a concrete box.

The Board discussed pursuing a State Highway Structures Grant for Tyler Bridge Road, potentially combined with a Better Roads Category D grant, while also pursuing a salt-shed grant. The Board noted that further work is needed to obtain landowner permission for site measurements, updated technical information, and contractor estimates. The Board also discussed asking the river-management representative about mitigation measures that could extend the life of the Church Road structure and considering a federal grant for Church Road.

T. Steadman suggested lowering the weight limit on Tyler Bridge Road to extend the structure's life. The Board discussed enforcement, legal considerations, and the possibility of seeking guidance on a temporary or structure-specific weight restriction. S. Peisch and J. Szarejko will investigate options.

Recreational Trails Program

S. Peisch asked the Town Forest Committee and Recreation Committee to consider the Recreational Trails Program. J. McNerney said the Town Forest Committee would consider it, and S. Bouchard said she would bring the opportunity to the Recreation Committee. The S. Bouchard noted that existing ARPA funding is available for gravel on walking paths at Morse Park.

Tier 1b Opt-In

The Board continued its discussion of whether to opt in to Tier 1b. L. Burns summarized that Tier 1b would exempt certain development from Act 250 review while retaining local zoning and Development Review Board review. The Board noted that the local Conservation



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Commission recommended against opting in; the Development Review Board majority did not support opting in; and Planning Commission views appeared to have shifted or become mixed since prior discussions.

W. Crandall expressed he wanted additional information before deciding. J. Dunham noted concern that the Town's committees with the greatest relevant expertise were conflicted. S. Bouchard said she had not been persuaded of the principal benefits and was inclined to give weight to the Development Review Board and Conservation Commission recommendations unless she heard something more compelling from those favoring opt-in. S. Peisch agreed.

J. Dunham moved that the Monkton Selectboard not opt in to tier 1B at this time. S. Peisch seconded. Motion carried unanimously.

Other Business

None offered.

Action Items

Sam

- S. Peisch will notify Pace & Hawley that the Board accepted the 2023 financial review and authorized the 2024 financial review.
- S. Peisch will notify Town boards and committees about Community Room calendar procedures and the requirement to specify meeting locations.
- S. Peisch will discuss Silver Street bank stabilization and possible additional guardrail needs with T. Currier.
- S. Peisch will investigate potential Tyler Bridge Road weight restrictions.
- S. Peisch will revise and send the Village Trust Initiative letter of support to S. Pilcher.
- S. Peisch will continue work on the Vermont Veterans Fund application and seek stone-moving quotes for presentation at the next meeting.
- S. Peisch will seek river-management input on mitigation measures for Church Road.
- S. Peisch will request an updated Planning Commission statement on Tier 1b after its August 18 meeting, seek additional committee input, and obtain an updated comparison of municipal opt-in decisions.

Joe

- J. Szarejko and S. Peisch will continue to obtain landowner permissions, updated technical information, and estimates related to Tyler Bridge Road; consider State Highway Structures, Better Roads, federal, and salt-shed grant options

John

- J. Dunham will continue efforts to contact the owner of 15 Murray Road regarding runoff onto Silver Street.



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Sarah

- S. Bouchard will continue drafting revisions to the Facility Use Policy and pavilion-use provisions for future Board review.
- S. Bouchard will bring the Recreational Trails Program to the Recreation Committee.

Walt

- W. Crandall will update the facilities calendar with the new dates selected for November and December Selectboard meetings.

Adjourn

*S. Peisch moved to adjourn. W. Crandall seconded. **Motion carried.*** The meeting adjourned.

Respectfully submitted,
Stacy Jones