



MONKTON SELECTBOARD MEETING MINUTES
Thursday, October 8th, 2026
DRAFT

Call to Order & Attendance

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

Selectboard members present: Sam Peisch, John Dunham, and Walter Crandall.

Selectboard members absent: Joe Szarejko and Sarah Bouchard.

Also present: Lisa Burns, Tom Steadman, Stan Wilbur, Trevor Currier, John McNerney, Jaime Schulte, Susan Randall Davis, Theresa Schwegel and Stacy Jones.

Additions or Deletions from Agenda

The Board agreed to add discussion of replacement of the Meeting Owl camera, a library storage-shed proposal, and a right-of-way request for installation of a traffic mirror. These items were taken up after the check and payroll warrants. No deletions were made.

Announcements

S. Peisch announced that an assessment of the Monkton Boro Schoolhouse was scheduled for the following morning, with representatives of the Monkton Museum and Historical Society participating. The Town received a Preservation Trust grant for the assessment. Findings will be reported at a later meeting.

S. Peisch reminded attendees that the special town meeting concerning Australian-ballot voting will be held October 15 at 7:00 PM at Monkton Central School. He also noted completion of three Town Forest parking areas along Hardscrabble Road and encouraged residents to visit the forest.

Public Comment

No public comment was offered.

Review & Approve Meeting Minutes

Approval of the September 24 meeting minutes was deferred to the next meeting. J. Dunham noted that he had not attended the September 24 meeting and would ordinarily not vote on those minutes, therefore a quorum vote could not be held.

Review & Approve Overweight Permits

No overweight permits were presented.

Review & Approve Facility Use Requests

W. Crandall reported that Sunday yoga had been added to the Town calendar through May 2027, except for Easter Sunday. The Board discussed the distinction between scheduling recurring events and entering a formal long-term lease for use of the Community Room.

S. Peisch explained that the Town Attorney had advised against a separate long-term lease for a business using public space. Calendar reservations remain subject to Selectboard discretion and may be adjusted when municipal needs require the space.



MONKTON SELECTBOARD MEETING MINUTES
Thursday, October 8th, 2026
DRAFT

Review & Approve Check Warrants

W. Crandall moved to approve Accounts Payable Warrant 61008 in the amount of \$65,849.02. S. Peisch seconded. Motion carried unanimously.

Major expenses included health insurance and Highway Department work associated with Hardscrabble Road.

W. Crandall moved to approve Payroll Check Warrant 61007 in the amount of \$16,221.18. S. Peisch seconded. Motion carried unanimously.

Library Storage-Shed Proposal

T. Schwegel presented a proposal for a storage shed north of the library's lower parking lot. The preliminary concept is an approximately 8-by-14-foot shed to store outdoor furniture, umbrellas, and other materials. The shed could also provide shared storage for pollinator and Conservation Commission tools currently kept at individual members' homes. No electricity or climate control is proposed; access would be secured with a lock or keypad.

T. Schwegel reported that library capital-campaign funds are expected to cover the project. Livingston Farms provided a preliminary estimate that includes site preparation and installation, subject to a site visit. The library is applying for a zoning permit and would prefer installation before winter if feasible; otherwise, the project may wait until spring.

W. Crandall raised concerns about snowplowing, snow-storage areas, and access to the shed during winter. T. Currier and T. Schwegel will coordinate a site visit with Livingston Farms to confirm adequate setbacks from the road and tree, snow-storage needs, and the site-preparation plan. W. Crandall suggested solar motion lights to improve safety when accessing the shed after dark.

The Board expressed support for the proposal, subject to zoning approval and satisfactory placement. S. Peisch will connect T. Currier and T. Schwegel for coordination. Significant changes to the proposal will be brought back to the Board.

Work-in-the-Right-of-Way Permit: mirror request

S. Peisch read a request from the Smith family to place a convex traffic mirror near the knoll at the end of Meader Lane to improve visibility. The applicants reported having permission from the affected property owner and proposed installing the mirror themselves at no cost to the Town.

S. Peisch reported visiting the site and having no concerns. T. Currier supported measures that improve safety and did not anticipate interference with Highway Department operations.

S. Peisch moved to approve the right-of-way permit application from the Smith family. J. Dunham seconded. Motion carried unanimously.

S. Peisch will notify the Smith family that they may proceed.



MONKTON SELECTBOARD MEETING MINUTES
Thursday, October 8th, 2026
DRAFT

Meeting Owl Camera Replacement

J. Dunham explained that the existing Meeting Owl 3 still records audio and video but no longer tracks the active speaker after being damaged. The alternative camera currently used does not capture audience audio as effectively, creating difficulty for participants attending by Zoom.

J. Dunham obtained replacement options, including a refurbished Meeting Owl 3 for \$599 with a one-year warranty and a more expensive Meeting Owl 4 intended for larger spaces. Repair of the existing unit was not available. The Board discussed accessibility, speaker tracking, and protecting the replacement with a stable base or stand and a hard storage case.

By consensus, the Board agreed to proceed with the refurbished Meeting Owl 3. J. Dunham will order the unit and coordinate payment with K. Barbour. The existing equipment can remain available as backup.

Discuss Amendment to Traffic Ordinance to Establish School Zone Speed Limit

S. Peisch reported that the Town Attorney had no concerns about the proposed school zone, which is supported by the existing traffic study. He also reported that S. Bouchard had expressed support for the proposal before the meeting.

T. Currier measured 1,500 feet in each direction using the Monkton Central School sign as the reference point and marked 250-foot increments along the road. The Board discussed 1,500-foot and 1,250-foot boundaries. Extending the zone farther toward Cedar Lane would include the Pond Road intersection and require additional signage for motorists entering from Pond Road.

J. Dunham asked about visibility and the advantages of each placement. T. Currier recommended 1,250 feet on both sides as a straightforward option that provides notice to approaching drivers and permits motorists turning from Pond Road to see the school-zone sign after completing the turn. W. Crandall favored the same distance in both directions.

S. Peisch moved to amend the Traffic Ordinance to establish a school zone 1,250 feet in either direction from the center of Monkton Central School, extending toward Pond Road and Fern Glade Road, and reduce the speed from 35 mph to 25 mph in that zone. W. Crandall seconded.

Following clarification of the measurement reference point, S. Peisch amended his motion to specify “from the middle of the sign” rather than the center of the school. J. Dunham seconded the amendment. The motion as amended carried unanimously.

S. Peisch explained that adoption does not immediately authorize installation of the new signs. The amendment requires notice and a 60-day period before taking effect, subject to the petition process. S. Peisch and S. Wilbur will coordinate the required notice and implementation process.



MONKTON SELECTBOARD MEETING MINUTES
Thursday, October 8th, 2026
DRAFT

Discuss Old Airport Road Maintenance Agreement

W. Crandall recused himself as a Selectboard member because he owns property on Old Airport Road. He participated in the discussion as a property owner. No vote was proposed or taken.

S. Peisch introduced the draft maintenance agreement, which has been shared with Old Airport Road residents and the Town Forest Committee. The proposal is intended to clarify maintenance responsibilities, public access to the Town Forest, and the breakdown of costs between the Town and residents. Feedback is still being collected.

J. Dunham asked why the prior agreement had not taken effect. J. McNerney explained that not all landowners signed and that prior concerns included the Town's share of maintenance costs, private-road versus Class 4 status, and the timing of circulation to affected landowners. He noted that a maintenance agreement and conversion to Class 4 need not be decided together.

Speaking as a landowner, W. Crandall reported that the residents he had consulted appeared receptive to an agreement with changes. He discussed concerns about equitable financial contributions and whether owners without curb cuts or current financial obligations must sign. J. McNerney asked whether the Town Attorney had advised how to proceed if such an owner refused to sign.

S. Peisch said that question remained under review. J. Dunham raised concern that an agreement excluding some landowners might not bind them if they later develop property and begin using the road. The discussion also addressed the implications of Class 4 status, future curb cuts, access obligations, and applicable Town policies.

J. Schulte expressed support for clarifying responsibilities to make future maintenance arrangements easier to administer. S. Peisch will continue gathering resident and Town Forest Committee feedback and seek legal guidance. He expressed a goal of completing an agreement by year-end, while acknowledging that the timing may be optimistic. Prior-year maintenance costs will be brought to an upcoming meeting.

Budget Update

S. Peisch reviewed the current-year budget status as the Town enters the fourth quarter. Property-tax payments are still being received. He identified Highway Department equipment and tools, property maintenance, and equipment repairs as higher-spending areas, while noting underspending in other lines and insurance reimbursement for some property-related costs. He described the overall position as acceptable at this stage and invited questions.

T. Currier explained that the Highway Department has taken a more proactive approach to maintenance this year. Except for the roadside mower, breakdowns have generally been relatively small, and equipment has run more smoothly than in previous years. He said the



MONKTON SELECTBOARD MEETING MINUTES
Thursday, October 8th, 2026
DRAFT

higher maintenance spending reflects necessary work intended to keep equipment operating reliably.

L. Burns commended K. Barbour's work managing delinquent taxes, noting increased collections and residents' willingness to enter payment agreements. S. Peisch expressed agreement and thanked K. Barbour and S. Wilbur for their responsiveness to budget questions.

Highway Department

Biweekly Update

T. Currier reported that the Hardscrabble Road project was complete. He provided a summary explaining the project's scope and why it took longer than initially anticipated. Work included removal of 93 trees, 41 loads of stumps, and 363 loads of ditching material; placement of 57 loads of gravel; construction of three Town Forest parking areas using eight loads of material; installation of a cross culvert and six driveway culverts; and placement of three loads of erosion-control stone.

S. Peisch thanked the crew for the work and for communication with affected homeowners, particularly concerning mailboxes and project plans. T. Currier reported that the project went largely smoothly and discussed the value of signage identifying the new Town Forest parking areas.

T. Currier reported completion of the cemetery turnaround and outlined upcoming shorter projects on Silver Street, Bristol Road, and Monkton Road, including shoulder work before winter. Three of four plows had been prepared for winter. The 2024 Mack returned after installation of a diverter valve for the angle plow; the vendor completed additional work without increasing the quoted cost.

The roadside mower remained out of service. A possible controller/joystick replacement was estimated at approximately \$3,600, but the manufacturer will inspect it the following Friday to determine the actual fault.

T. Currier reported that Munson inspected the excavator and identified severe corrosion and deterioration in the undercarriage and track-support areas. He will obtain written findings and cost information. The excavator is scheduled for replacement next year, and he is exploring rental trade-ins as a possible lower-cost alternative to a new machine. He also has quotes from Caterpillar, Kobelco, Case, and John Deere and will share them with the Board.

S. Peisch asked whether the excavator could handle the remaining scheduled projects, including upper Piney Woods Road work for which J. Szarejko had sent advance letters. T. Currier said the planned projects are relatively short and on easier terrain and discussed cautious use of the machine. Larger replacement equipment would raise trailer-capacity and narrow-road operating concerns.



MONKTON SELECTBOARD MEETING MINUTES
Thursday, October 8th, 2026
DRAFT

T. Currier reported that the salt contract was in place and sand hauling was planned for the following week. He will meet with T. Steadman concerning dead trees near his property. T. Steadman reported that part of one tree had broken. A tree contractor was scheduled to remove two dead trees on Monkton Road the following Friday, beginning at 7:00 AM.

Tyler Bridge Road

S. Peisch reported contacting the State's independent bridge-assessment staff to arrange an evaluation of the Tyler Bridge Road culvert. T. Parent, who completed the prior emergency repairs, also agreed to inspect it. Evaluations had not yet been completed; S. Peisch will report the findings when available.

In response to T. Steadman's question, S. Peisch confirmed that he would also seek assessment of the Hollow Road crossing. Church Road was suggested as an additional site for review.

Piney Woods Road

S. Peisch read an update from DuBois & King concerning the design of the proposed second box culvert. The engineering firm requested test pits at the proposed culvert corners to determine ledge depth, which will influence the design.

The Board and T. Currier discussed equipment condition, access to the site, and the possibility of approaching from the opposite end of the road rather than traveling through the washed-out section. S. Peisch requested additional information and suggested having a DuBois & King representative present to identify the precise test-pit locations.

The resulting information is needed to prepare the culvert design and revised FEMA scope of work. S. Peisch and T. Currier will coordinate the request with DuBois & King.

Fall Grant Discussion

PACIF Safety Grant

The Board discussed potential items for the PACIF application, including the school-zone sign package and possible Highway Department signage needs. Additional research and quotes are needed before the application can be approved. A question was raised about whether training is eligible; S. Peisch will check the program requirements.

S. Peisch, J. Szarejko, and T. Currier will continue preparing the application for review at the next meeting.

Better Roads Application

The Better Roads application for Boro Hill Road was deferred pending photographs and precise identification of the proposed work locations. S. Peisch thanked J. Szarejko



MONKTON SELECTBOARD MEETING MINUTES
Thursday, October 8th, 2026
DRAFT

for preparing the initial draft. S. Peisch, J. Szarejko, and T. Currier will obtain the remaining information for Board review.

Status Update

S. Peisch shared a spreadsheet tracking grants pursued since he joined the Board, including awarded, pending, unsuccessful, and planned applications. He noted the unsuccessful excavator application, pending veteran-monument funding, and upcoming road and salt-shed grant work.

S. Peisch highlighted the successful VTrans pedestrian grant and publicly thanked S. Bouchard and S. Wilbur for their substantial work, along with J. Szarejko and others contributing to the Town's applications. He described grant funding as a continuing Board priority.

Other Business

No other business was presented

Action Items

S. Peisch:

- Notify the Smith family that the traffic-mirror request has been approved.
- Connect T. Currier and T. Schwegel for the library shed site visit.
- Work on the PACIF and Better Roads applications with J. Szarejko and T. Currier.
- Complete the notice and implementation process for the Traffic Ordinance amendment with S. Wilbur.
- Gather Old Airport Road resident and Town Forest Committee feedback, obtain legal guidance on participation and signatures, and bring prior-year maintenance costs to an upcoming meeting.
- Arrange and report expert evaluations of Tyler Bridge Road and seek review of Hollow Road.
- Coordinate with DuBois & King on Piney Woods Road test-pit locations, access, and design information alongside T. Currier.
- Confirm whether training is eligible for the PACIF grant.

T. Currier:

- Coordinate the library shed site visit with T. Schwegel.
- Work on the PACIF and Better Roads applications with S. Peisch and J. Szarejko.
- Obtain mower diagnostic findings, Munson's excavator assessment, and replacement-equipment information for the Board.
- Coordinate tree work with T. Steadman.



MONKTON SELECTBOARD MEETING MINUTES
Thursday, October 8th, 2026
DRAFT

- Coordinate with DuBois & King on Piney Woods Road test-pit locations, access, and design information alongside S. Peisch.
- Obtain PACIF equipment/sign quotes and remaining site photographs and locations for the Better Roads application.

J. Dunham:

- Order the refurbished Meeting Owl and coordinate payment and protection of the equipment.

S. Wilbur:

- Complete the notice and implementation process for the Traffic Ordinance amendment with S. Peisch.

Adjourn

S. Peisch moved to adjourn. J. Dunham seconded. Motion carried unanimously.

The meeting adjourned at 8:14 PM.

Respectfully submitted,
Stacy Jones