

TOWN OF MARLBORO  
REGULAR SELECT BOARD MEETING  
Thursday, January 10, 2019  
5:00 PM

**ATTENDANCE:** Present were Select Board members Patti Smith, Chair, Tyler Gibbons, Vice-Chair and Jesse Kreitzer, Member. Also present were Malcolm Moore, Hogback Preservation Commission Member; Linda Peters, Town Treasurer; Forrest Holzapfel, Town Clerk; Peggy Tiffany, Animal Control Officer; David Elliott, Road Foreman; Lauren MacArthur, Select Board Assistant.

**CALL TO ORDER:** Patti Smith, Chair, called the meeting to order at 5:01pm.

**Changes to the Agenda:** Municipal Planning Grant moved to “New Business”; Municipal Impact Questionnaire added to “New Business”; VAST Landowner Permission Form added to “New Business”

Unscheduled public comment: Malcolm Moore, Member of the Hogback Preservation Commission, presented the annual VAST Landowner Permission form that allows snowmobilers to pass through the Hogback property on VAST trails. He also presented the HPC’s revised Rules of Procedure. The most significant change is that the number of required members changed was changed from 7 to “at least 3, not more than 7”. Malcolm also requested that special use permits regarding Hogback come to the HPC for review first. The HPC and HMCA are in the process of creating a Hogback-specific special use permit. After a discussion about how to process special event permits, it was decided that special use permits regarding Hogback can be submitted to Forrest Holzapfel, Town Clerk, first. Forrest will send them out to the HPC and the Select Board. HPC members will be invited to the upcoming Select Board meeting to weigh in on the permit (if they don’t have an HPC meeting scheduled before the next Select Board meeting).

**SCHEDULED BUSINESS:**

Linda Peters, Town Treasurer, presented the 2019 budget to the Select Board. She explained that 2018 was a quiet year and the Town came in about twelve thousand dollars under-budget. “Cemetery Maintenance” increased from \$2200 to \$4400 to cover maintenance and mowing of both the cemetery on Augur Hole Road and Center Cemetery. She is still waiting for numbers from TAM and VLCT (insurance bill, which she expects to be lower than last year’s bill). There are a few other unknowns, such as payment for the Sheriff’s deputy’s time, and possibly replacing old, drafty, windows in the Town Office. She will have a complete budget at the next meeting.

Forrest and Linda spoke to the Select Board about increasing pay for Town Office employees, specifically the Town Clerk, Treasurer, Assistant Treasurer, and Assistant Town Clerk. At present, there is nothing codified about increasing salaries for town employees beyond the standard COLA. The increase will be based on the standard salaries for equivalent positions presented by VLCT. The Select Board agreed that salaries should be increased and Tyler volunteered to present an explanation at Town Meeting.

Forrest also wondered if the Select Board would like to consider increasing the yearly stipend for serving as a Select Board member.

Peggy Tiffany, Animal Control Officer, had reviewed the town's dog ordinance and VLCT's sample ordinance and doesn't believe any changes are necessary. Peggy believes that warning letters need to be consistent. If a dog is not registered, Peggy will send a letter to the owners, stating the consequences of not registering the dog: 1) pay the normal license fee and receive dog license; 2) receive a ticket with associated fees; 3) have the Constable impound the dog. Forrest has sent postcards to people with unregistered dogs (that he encountered during reappraisal visits). Peggy also stated that she would like to start an "animal fund" instead of receiving a stipend for her work as ACO. The fund would be in place for those who need financial assistance to care for their animals properly (paying for vaccines, license, etc.).

David Elliott joined the discussion about parking at the Post Office/Town Office/Community Center. Adding parking spaces across from the properties seems feasible. Possible parking spaces were discussed while reviewing a map of the properties. David agreed that parking in the Town Park is possible as it is plowable. Forrest will speak to Marcia Hamilton of the Marlboro Meeting House about the addition of parking spots across the road (perhaps 5-10 spots there) on their property. Signage, line-painting, and communication with all parties involved was discussed.

David Elliott also joined the discussion about the recycling center. There have been some issues at the recycling center, primarily around the holidays when an ice storm prevented TAM from bringing new containers and people began dumping junk. Tyler spoke to Trevor at TAM and learned that TAM cannot deliver new bins in bad weather and also has a very limited selection of bins to choose from. At some point, the Town or Windham Solid Waste Management District may need to purchase bins. For now, Tyler proposes purchasing magnets to indicate which bin is for cardboard and which one is for plastic and glass. Tyler will write a public recycling missive to clarify about bins and keeping recyclables separate.

David Elliott submitted his resignation from the Hogback Preservation Commission, stating that it's difficult for him to make it to meetings with his full schedule.

The Select Board went into Executive Session at 7:00pm. (Gibbons, Smith)

The Select Board came out of Executive Session at 7:35pm. (Gibbons, Smith)

**APPROVAL AND SIGNATURE OF PAY ORDERS:** The Pay Orders were approved and signed.

**APPROVAL OF MINUTES:** The Select Board approved minutes from the regular meeting on 12/27/18. (Gibbons, Smith).

**OLD BUSINESS:**

Jesse has followed up with Vermont Emergency Management and Mike Andreotta about the FEMA administrative grant and is awaiting further clarification before next steps can be taken.

**NEW BUSINESS:**

Patti Smith, Chair, signed the Municipal Planning Grant application prepared by the Planning Commission. The grant requests \$7800 for investigation into a public wastewater system.

Patti Smith, Chair, signed the Municipal Impact Questionnaire presented by Kevin Thatcher of C.H.A. for Marlboro College's new building.

The Select Board signed the VAST Landowner Permission Form, presented by Malcolm Moore at the beginning of the meeting.

The Select Board set Tuesday, February 26, 2019 at 6pm as the date and time for Pre-Town Meeting. (Gibbons, Smith)

The Select Board reviewed the FEMA Flood Risk Survey. The Planning Commission has addressed this and the Select Board decided to take no further action, since the survey focuses on the Deerfield Valley watershed and Marlboro does not have high-risk flood areas in this watershed.

Select Board members returned to the discussion of Forrest's suggestion that Select Board members consider receiving a higher stipend. All members present agreed that serving on the Select Board is essentially a volunteer position (with a modest stipend). They do not wish to propose a higher stipend for Select Board members and also stated that they believe that School Board members should receive the same stipend as Select Board members.

#### **INFORMATION ITEMS AND MAIL**

The Select Board received information about the FEMA Flood Risk Discovery Meeting on January 22, 2019.

The Select Board received a draft of the Town Meeting warning and current appropriations requests.

The Select Board reviewed a list of upcoming annual appointments.

The Select Board acknowledged that two candidates have submitted petitions to run for the seat of the Select Board that will be vacated by Patti Smith at the end of her term, and will continue to encourage interested individuals to run for the seat.

The meeting was adjourned at 8:05pm.

Respectfully Submitted,  
Lauren B. MacArthur,  
Assistant to the Select Board

