

Minutes

Town of Marlboro Select Board Meeting

Thursday, July 11, 2024 @ 6pm – Town Office & Via Zoom

BEGIN ZOOM RECORDING:

Attendees: Molly Welch – Chair; Jeff Skramstad – Vice-Chair; Kate Kirkwood – Member; Nick Morgan – Town Admin/SB Assist; Rebecca Sevigny – Acting Treasurer; Andrew Richardson – Road Supervisor; Colin Bratton – WRC Transportation; Steven John & Jean Boardman – DV Fiber.

Call to Order @ 6:00pm

Sign Guidelines of Conduct - Done

Regular Select Board Meeting Agenda

Identify Any Changes to Agenda: None

Scheduled Business

Unscheduled Open Public Comment: None

Approval of Minutes from June 27, 2024 – (Welch/Kirkwood – Passed unanimously)

Signature of Pay Orders - Done

New Business

Nomination and Appointment to WSWMD – Carla Meskill:

Nick advised that Carla Meskill wanted to serve on the WSWMD board as one of the two Marlboro representatives. Jeff nominated Carla and then the Board moved to approve Carla's appointment. **Motion – To approve the nomination of Carla Meskill as a Marlboro representative to the WSWMD. (Skramstad/Welch – Passed unanimously)**

Steven John – DV Fiber:

Steven John, the Chair of the Governing Board of the CUD – DV Fiber, came before the Select Board to update them on the status of Fiberoptic Internet for the Town of Marlboro. Steven wanted to acknowledge and commend Marlboro resident Ty Gibbons for his early work on bringing "Fiber" to Marlboro, with his actions eventually leading to the creating of VT State Act 71, allowing for the creation of CUDs throughout the State to bring affordable "Fiber" to all residents. Steven relayed how DV Fiber obtained a \$21.9 Million grant to bring "Fiber" to those towns in DV Fiber's coverage area. Steven also acknowledged the approximately \$25,000 Marlboro has allocated to DV Fiber to assist in being able to hook up all Marlboro residents. Aside from reviewing DV Fiber's actions to "buildout" their system, Steven advised that "hookups" in Marlboro should begin in Q1-25, with all installations completed by July 2025.

Rebecca asked if there was a website yet where residents to see what area they are in and when they could expect connection. Steven noted that due to the competitive environment with other "Fiber" providers in the area, such a map has not yet been put up on DV Fiber's website. As Q1-25 approaches, Steven advised that DV Fiber would be running a promotional campaign (mailings, Facebook, FrontPorchForum, general informational meetings, etc.) to advise residents of the process to pre-register for connection and to determine the type of connection they will be looking for (in the air off of poles or underground in a conduit). Steven noted that "in the air" connections will be at no cost to the residents, while for underground connections, the resident would most likely be responsible for the cost of digging the appropriate trench. Steven stressed that as the rollout approaches, DV Fiber will do all in its power to advise and inform Marlboro's residents.

In order to discuss competitive information for DV Fiber, Steven requested to move to Executive Session to discuss these sensitive issues and information.

Motion to move to Executive Session @ 6:20p (Welch/Skramstad – Passed unanimously)

Motion to return to Regular Session @ 7:03p (Welch/Skramstad – Passed unanimously)

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Discussion of Road Issues and Solutions with Colin Bratton – WRC:

Crosswalk at Potash Hill- Dan Cotter from Potash Hill came to the Board to discuss how a second crosswalk could be put in place up on the old Marlboro College Campus that he had requested permission for at a previous Select Board meeting. Colin advised Dan that in order to conform with Vtrans regulations, a solid “platform” (cement) needs to be placed at either side of the proposed crosswalk. Colin also noted that appropriate signage needed to be put in place. Dan agreed that Potash would conform to the Vtrans standards Colin had outlined and they agreed to talk in order to get this done. **Motion: Approve Potash Hill’s request to “install” a second crosswalk across South Road on the campus that conforms with all Vtrans standards and regulations. (Skramstad/Welch – Passed unanimously)**

Discussion with Town Attorney Bob Fisher on creating a form to notify and receive approval from Highway Department of buried electrical lines in Town Right-of-Way. – The Board asked Bob to attend to discuss the best way for the Town to create an application/permit form (similar to the Driveway Permit, but without a fee), should a resident be burying an electrical line within the Town Right-of-Way that may cause an issue with road maintenance should the Highway Department not be aware of the line. Bob did note that he was doing such a project and his working with Andrew on this led to Andrew’s desire to have such a form as it appears that this will be occurring more often as construction (and improvements) in Town are on the rise. As well as working with the resident on placement of the proposed line to avoid issues (such as laying the line on or near a culvert or other road feature), such a form would need to be filled out by the resident with a drawing of where the line would be placed, how deep, etc., exact location (GPS coordinates), who is doing the placement (private contractor, GMP, etc.), any communications with GMP, and any other information that may be helpful. As noted, this form will be similar to the Town’s current driveway permit, sighting information needed, the appropriate state codes, and how to fill out the form. Nick will be working up the document, will send it to Bob and Andrew for their review and edits, and will present finalized form to the Select Board for approval. As a final note on the topic, Bob suggested that this form would be saved at the Highway Department and the information noted on the Roadway map for the Highway Department to consult before doing any road work. The form would also allow Andrew to put up any necessary “road work...” signs and ensure all work conform to Marlboro’s road standards once completed. The Board advised that they were in support of this plan and would look forward to the completed template for final review and acceptance. They thanked Bob for his input.

Speed Calming – Speed Tables – In the continuing effort to address the speed calming issues through the town center, the Board asked Colin about any issues around the town installing speed tables on South Road at the approaches to town (where speed limit changes) and possibly in the center of town. Colin noted that he felt that speed tables were very effective and as far as Vtrans is concerned there should be no issues as long as the town followed the regulations regarding installation, distance between tables, and proper signage (Andrew also noted he would want to do some painting of road warnings on the actual road). The Board noted that the town would definitely want to be in full compliance and Colin noted that he would be available to assist. Andrew provided the Board with some initial pricing (for the Tables only, not including signage, paint, etc.) showing a cost of approximately \$9,000. Andrew noted that the supplier he looked at was strongly recommended by the Brattleboro Highway Department that has used these tables to great effect. While this was only an initial look at pricing (Nick and Andrew both noted that they would continue to quote out the whole project), the Board felt that the project should continue to move forward. Andrew also wanted to advise that he felt strongly that the project needs to be planned out and come as close to Vtrans standards as with a relatively high cost, having to redo if the standards are not met, would not be a good thing. Jeff voiced the Board’s consensus that he agreed that this should not be rushed and that the Board, Andrew, and Nick should work quickly to develop a comprehensive plan before moving forward with purchases. Molly and Kate both voiced their agreement. Nick asked Colin if he knew of any “safety” focused grants that might be available, Colin noted that he would look into it.

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Discussion of Road Issues and Solutions with Colin Bratton – WRC: (continued)

Improving, Updating, and Adding Road Signs per Vtrans suggestions: - Vtrans did a study on South Road and produced a detailed plan for improving the signage in and around the Town Center to assist with speed calming. Colin noted that he had seen this report and after discussion of some of the particulars, the Board tasked Nick to work with Colin in developing a plan based on Vtrans' suggestions, work with Andrew to determine what signs the Town may have in inventory and what would be needed (in terms of costs) to implement this plan. The Board again asked Colin to look into any possible funds that may be available to help ameliorate the costs. Colin also advised that installing new signs and changing their positions on the road would necessitate some changes to the Town's road ordinance, and the Board noted that this could be done and would do so once the plan was developed and approved.

Investigate Changing the Lane Width & Creating Larger Shoulders – Jeff asked Colin about the possibility of decreasing the lane width on South Road which has been shown to dramatically slow traffic on the road. Colin noted that with the amount of traffic through the Town Center (approximately 300-400/day) the width of the lanes could be decreased, and he would look into the feasibility of this with Vtrans. Jeff noted that the wider shoulder could be used for parking, which could also effectively slow traffic. While no decision on this was made, the Board tasked Nick to work with Colin and Andrew to investigate this and report back in the near future.

Finally, Colin said that everything that had been discussed were good ideas, but the best course of action was to concentrate on one project at a time, noting that either the Speed Tables or the improved signage should be first with the lane change option needing a bit more study before implementation. There was also a discussion of the feasibility of stop signs at the Ames Hill and Town Hill Road intersections but this idea at this time did not seem to be viable due to the nature of the intersections and the idea was tabled for the time being.

Windham County Sheriff's Office:

Increase Windham County Sheriff coverage in Town to inhibit speeding – Nick reported that he has spoken with Lt. Howard of the WCSO who handles allocating deputies. As the Town has contracted with the WCSO to increase the amount of time per month deputies will be stationed in Marlboro (20 hours per month, does not include emergency situations or WCSO ACO), Lt. Howard advised that his deputies would be mandated to spend $\frac{3}{4}$ of their assigned time in Marlboro to monitoring and stationing themselves in the Town Center. Nick also requested and Lt. Howard agreed that speeding violations would be met with actual "ticketing", which all agreed is a key element in calming the speeding through the Town Center. Nick also advised that the WCSO will be placing its mobile radar feedback sign in Marlboro from mid-July through much of August (coinciding with the Music Festival and its attendant increase in traffic).

Review WCSO Regional Policing Plan – Nick attended a presentation at the WCSO regarding a plan that is being developed for a new Regional Policing Plan for Windham County. A full discussion of this plan (still very tentative) was tabled for this meeting, but Nick distributed a copy of the presentation for the Board to review and advise him of any questions he could convey to Sheriff Anderson.

Highway Department:

Personnel Decision - Due to several items and after a discussion Andrew and the Board decided that it was appropriate to terminate the employment of Leon Knapp from the Highway Department. Jeff expressed his thoughts that based on events he was convinced that it was proper to move to termination, with the full knowledge that should he wish to do so, Leon has the right and option to address the Board with the possible result being reinstatement. Molly verbally polled the Board & Andrew, and all agreed that this was the right course of action. **Motion: To terminate Leon Knapp from the Marlboro Road Crew effective Monday, July 15, 2024. (Skramstad/Welch – Passed unanimously)** (*Addendum: to conform with personnel policy, Leon was officially notified on 7/15/24 by Andrew & Jeff that Leon would be on suspension without pay pending termination beginning on 7/15/24. Leon has the opportunity to appeal by notice to board by 7/22/24, with termination being finalized on 7/22/24 should no appeal be requested.*)

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Town Administrator Report:

Yield Sign Down at North Pond & Church Hollow Roads - Nick advised that a resident had notified him that the Yield sign at the Higley Hill and Augur Hole Roads was “down”. Nick noted that he had advised Andrew earlier in the day, and Andrew advised the Board that he was “on it” and had already spoken with his crew to address the issue on Monday.

Changes to Animal Control Statutes – Nick provided the Board with two changes to the State Animal Control Statutes and noted that he had already advised the Town ACO and would post the notice with the other Animal Control documents on the Town’s website.

The G3 Bike Race would like to donate to Town Organization as a thank you for allowing the race – The G3 organizers reached out to advise that as they normally do, they would like to donate \$250 to a Marlboro Town organization. Nick proposed either Marlboro Cares or the Fire Department: **Motion: To advise the G3 organizers to send their donation (\$250) to Marlboro Cares. (Welch/Skramstad – Passed unanimously)**

Garage Mold Update- Nick noted that he has identified one contractor for the reconstruction (CPI) and is working on finding two more options. On the remediation front, Nick reported that the company that provided the best bid (Quality Restoration), had not responded to several requests (email and phone messages) for some additional information for the past three weeks. Jeff noted that maybe we should start looking again and Nick noted that he would do so.

Motion to Adjourn @ 8:10p (Welch/Kirkwood – Passed Unanimously)