

Minutes

Town Of Marlboro Select Board Meeting

Thursday, January 23, 2025, 6:00pm

Attendees: Molly Welch – Chair was unable to attend, Jeff Skramstad – Vice Chair; Kate Kirkwood – Member constituted a quorum; Other attendees: Andrew Richardson – Road Supervisor; Nick Morgan – Town Admin/SB Assistant; Evan Wyse – Asst Town Clerk/Delinquent Tax Collector/Lister; Rebecca Seigny – Treasurer; Lynn Scheuermann – Asst Treasurer; Sunny Tappan, Nat Waring, Woody Bernhard, David Manning – Residents.

BEGIN ZOOM RECORDING:

Call to Order @ 6:04pm

Sign Guidelines of Conduct - Done

Regular Select Board Meeting Agenda

Identify Any Changes to Agenda: None

Scheduled Business

Unscheduled Open Public Comment: Woody Bernhard came before the Board to present an idea for a public “symposium-type” meeting on the state of our democracy. The Board liked the idea and suggested that Woody Bernhard speak with the MCC about putting something together or using their Saturday Morning as the framework. Woody Bernhard liked the idea, and the Select Board noted that it would help in promoting the session in any way they could and provided some suggestions for helping to contact state officials to attend.

Approval of Minutes from January 9, 2025 (**Skramstad/Kirkwood – Passed unanimously**)

Approval of Minutes from January 11, 2025, town warning info meeting (**Skramstad/Kirkwood – Passed unanimously**)

Signature of Pay Orders - Done

New Business

Approve the Appointment of Diana Todd to HPC: Nick reported that HPC chair Mike Purcell requested the Board nominate and approve Diana Todd as a new member of Hogback Preservation Commission.

Motion: Nominate Diana Todd for a position on the HPC. (Skramstad/Kirkwood – Passed unanimously.

Motion: Approve the appointment of Diana Todd to a position on the HPC. (Skramstad/Kirkwood – Passed unanimously)

Zoning Department Personnel: Nick reported that he had been informed by Zoning Administrator, Mary Sargent, that after speaking with Andrea Howe, Andrea would not be able to take on the temporary position to assist Mary. The Board indicated that they would address the Zoning Department needs at one of the February regularly scheduled meetings.

Adams Brook Road: Several residents came before the Board to discuss the tree and brush cutting along Adams Brook Road. David Manning is concerned that this maintenance work is cutting down Hazelnut Bushes that should not be cut, while Sunny Tappan, Nat Waring, & the Audettes (via email) attended the meeting to express their support of this necessary maintenance (especially the ditching which is the main reason for the cutting) to keep Adams Brook Road from washing out or becoming impassable to regular vehicles.

David also expressed disappointment with the way Andrew and Road Crew interacted with him; noting that the interaction was contentious. Andrew did note that at one point, he reached out to the Town Administrator, who contacted the Select Board, and Andrew was informed to stop the cutting until things could be sorted out at this Select Board Meeting. As David brought up some other interactions with the Highway Department, the Board felt that this had nothing to do with the current issue and redirected the discussion back to the tree and

brush cutting.

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New Business (continued)

Adams Brook Road (continued):

Several possible solutions were discussed, including: Reaching out and working with the town's Conservation Commission; Jeff made arrangements to contact David on Friday morning to walk the area of concern; and Sunny volunteered to purchase Hazelnut Bushes to replant far enough away from the roadway come Spring or Summer.

The discussion also covered Town Right of Way, the value of the ditching, the difference in road maintenance and road upgrade to a different class (i.e. going from Class 3 to Class 2, etc.), the infeasibility of holding public discourse every time road work is done, and how some accommodations could be made for small portions of the area being worked on. Having gone way longer than originally scheduled, Jeff closed the discussion to move on to the rest of the agenda, noting that the Select Board was always open to hearing from residents and thanked David for his time.

(Please note: As these minutes are not meant to be a "transcript" of the discussion, should any person wish to listen to the full discussion [38 minutes – commencing at time stamp ~0:08:00 to ~0:46:00] can find the recording on the Marlboro Soundcloud page @ <https://soundcloud.com/marlboro-select-board> .)

Highway Department: The Board and Andrew reviewed the 2025 Highway Budget in preparation for the final review of the budget on Monday, 1/27/25, Special Meeting. Reviewed 2024 budget in terms of budget vs. expend, made adjustments to a few line items dealing with payroll & benefits, gravel & stone, and non-vehicle equipment (such as cutting edges). After the review, the Board, Andrew, & Rebecca concurred that the budget was ready for its final review.

Move to move into Executive Session at 7:08pm (Skramstad/Kirkwood – Passed unanimously)

EXECUTIVE SESSION

Move to return to Regular Session at 7:19pm (Skramstad/Kirkwood – Passed unanimously)

Items arising out of Exec. Session: Evan advised the Select Board how the Delinquent Tax Collections would work should the town move to two tax payments per year. There are several options that can be used per State regulations, and once it is determined that the residents vote for this change, decisions would need to be made on how to handle late payments and interest (i.e. when a payment is determined to be late and have interest applied). Evan noted that once determined there would need to be a detailed explanation and instructions which would be put out to the town via various methods and of course included with the tax bills.

Ed Metcalfe – Museum on Hogback – Possible Block Grant discussion: Tabled – Ed Metcalfe was unable to attend. Discussion will be rescheduled at a different time.

Date for Upper Houghton Road Site Visit and Public Hearing: To move forward with the declassification of Upper Houghton Road, the Board set the site visit and public hearing for 4/24/25, with the public hearing being incorporated into the regular Select Board meeting on that date.

Treasurer's Report: Rebecca did a brief review of the 4th Qtr. 2024 budget (including some items concerning the school) and noted that the current loan outstanding amount should be sufficient to reach the March elections and a new authorization for the ability to acquire loans in lieu of tax revenue. She also noted that due to the new banking relationships developed, loan interest will be minimized and significantly offset by the ability to yield investment income (CDs) from those loan funds while they are sitting waiting to be used. Rebecca also advised that her and Lynn and finalized the reorganization of the way the Town used and organized QuickBooks so that moving forward the whole budgeting and budget tracking process would be much "cleaner" and the quarterly reports more responsive to the Select Board's need for information moving forward.

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New Business (continued)

Treasurer's Report (continued):

Moving on to the upcoming 2025 budget in preparation for the final review and (hopefully) approval at 1/27/25 Special Meeting. Rebecca advised that there would be an increase from the 2024 budget (but a reduction from the 2024 spend). The Treasurers and the Board reviewed several individual line items (including such items as VMERS expenses, Health Insurance, Loan Interest, and investments, among others), comparing the 2025 budget “ask”, to the 2024 budget and “spend”. Rebecca again noted that the revamping of the Quick Books accounts and a whole new strategy of monitoring the accounts, has made the process much clearer and will help facilitate the monitoring of Town, Highway, & School funds moving forward.

Next Steps on 2025 Town Warning: Nick outlined that as the Board had all the documents (2025 Draft Budgets & Town Warning), the Board would meet at a special meeting on 1/27/25 to approve the budgets and then approve the Warning, after which it would be handed over to Town Clerk, Forrest Holzapfel, who would proceed to move the election process forward.

2/22/25 Info Meeting – Change Venue to School & BCTV: Nick advised the Board that there had been discussions with the School Board concerning the 2/22/25 “Statutory Info Meeting”, having both meetings one after the other at the Marlboro Elementary School and in an effort to solve the issues with hybrid attendance and interactions issues, to have BCTV handle the pictures and sound while still using ZOOM (at a cost of \$200 split between the Town and the School Board). BCTV is very experienced with this sort of effort, and it should make for a much better experience for ZOOM attendees.

Motion: Approve relocating the 2/22/25 meeting from the MCC to the Marlboro Elementary School with BCTV handling the tech. (Skramstad/Kirkwood – Passed unanimously)

Motion: Approve the town's portion of the BCTV fee (\$100) for this meeting. (Skramstad/Kirkwood - Passed unanimously)

Schedule Final Review and Approval of 2025 budget & warning to Monday 1/27/25 @ 6:00-630pm Special Meeting: Done.

Old Business

Town Administrator Report:

WSWMD plan to have all town's submit RFP to Recycling Haulers to see if lower rates are available – The WSWMD is looking to have member towns to bid out their recycling hauling to see if less expensive options are available. A meeting is being held on 2/5/25, and Nick advised the Select Board of this meeting (ZOOM available) and advised he would be attending and sought permission to begin this process (to be revisited at 2/13/25 regular SB meeting). The sense of the Board was to proceed with the information gathering and make a final decision on 2/13/25 whether to participate. It was suggested at the meeting to see if it did not make more sense for the WSWMD to do these RFPs for the towns as a group as this could provide more negotiating room. Nick advised he would bring this up at the 2/5/25 meeting.

Per State request assign a town official as the point person for monitoring and implementing State Ethics codes and regulations – **Motion: Assign Town Clerk, Forrest Holzapfel, the role of Ethics “Coordinator” for Marlboro, Vermont. (Skramstad/Kirkwood – Passed unanimously)**

Motion to Adjourn at 8:12pm (Skramstad/Kirkwood – Passed unanimously)