

**Minutes****Town Of Marlboro Select Board Meeting****Thursday, June 12, 2025, 6:00pm**

**Attendees:** Molly Welch – SB Chair; Jeff Skramstad – SB Vice-Chair; Kate Kirkwood – SB Member (via ZOOM); Nick Morgan – SB Assistant/Town Admin; Tim Segar – Planning Comm. Chair; Mary Sargent – Zoning Administrator; Clarence Boston – Constable.

**BEGIN ZOOM RECORDING:****Call to Order @ 6:02pm****Sign Guidelines of Conduct- Done****Regular Select Board Meeting Agenda**

Identify Any Changes to Agenda: None

**Scheduled Business** (Note: Times are approximate *-early arrival-15-20 minutes-* is suggested):

6:00-6:10p Unscheduled Open Public Comment: None

6:11p Approval of Minutes from May 22, 2025, Public Hearing – (Welch/Skramstad – Passed unanimously)

6:11p Approval of Minutes from May 22, 2025 - (Welch/Skramstad – Passed unanimously)

6:11p Signature of Pay Orders - Done

6:12-6:25p Document Signatures &amp; Approvals

- Marlboro Treasurer – **Motion: Approve request by Town’s Treasurer to add an ACH option for payment of Marlboro Property Taxes.**
  - The Board discussed the ACH payment option and had enough questions to hold this question over to the next meeting (6/19/25) and to invite the Treasurer to fully outline this option so the Board can make an informed decision.
- DV Fiber Agreement – **Motion: Approve & sign agreement with DV Fiber covering cost of Service for Town Office and payment to town for electrical costs due to DV Fiber Hub. (Welch/Skramstad – Passed unanimously)**
- WCHS Contract – **Motion: Approve & sign WCHS/Marlboro 2025/26 contract for services when necessary. (Welch/Skramstad – Passed unanimously)**
- New Conservation Commission People – **Motion: Approve following new members joining the Conservation Commission to fulfill current one-year term: (Welch/Skramstad – Passed unanimously)**
  - Eric Slayton
  - Jeremiah Wallack
- Appointment to WRC Board – **Motion: Approve appointment of Lindy Corman to the WRC Board (sign necessary document for WRC) – (Welch/Skramstad – Passed unanimously)**
- Hogback FUA (see 5/22/25 minutes for Motion of Provisional Approval by Select Board) – **Sign Hogback FUA for Wildlife Research Project brought to (and provisionally approved by) the Select Board at the 5/22/25 meeting. (FUA signed to follow-up on provisional approval granted at last meeting.)**
- Liquor Licenses –
  - **Motion: Approve the following liquor licenses for Colonel Williams Inn – (Welch/Skramstad – Passed unanimously)**
    - Outside Consumption Permit DLL - Application – 61045
    - Third Class Restaurant/Bar License DLL - Application – 61046
    - First Class Restaurant/Bar License DLL - Application - 61047 Town Fee Due \$115
  - **Motion: Renewal of L&W Catering at Music Festival: DLL Application #'s: 61662, 61670, 61672, 61673, 61674, 61675, & 61677 – (Welch/Skramstad – Passed unanimously)**

**New Business****Discussion with Marlboro Planning Commission:**

Marlboro Planning Commission Chair, Tim Segar, and Marlboro Zoning Administrator, Mary Sargent, came to the Board (at the Board’s invitation) to update the Board on the current activities and issues the Commission is presently working on:

*Rewrite of Marlboro Subdivision Zoning Regulations* – The goal is to streamline the process for landowners, create a flow chart for the process, and categorizing subdivisions into “minor” (boundary adjustments & under 3 parcels over a five (5) year period) and “major” (3 or more parcels in a five year period) types or categories. Additionally, the Commission is looking to structure the subdivision regulations to account for the potential future development by outside (non-resident) buyers/developers. Tim advised that the Commission is working diligently to complete this update in sufficient time to run through the approval process (public hearings with 30-day notice, presentation to the Board, Select Board review, etc.) in order to have the update on the ballot for a vote by residents

during the 2026 Town Meeting Elections.

*Timeframe and Process* - A discussion of the time frame led to the following timeline: Have the draft ready for Select Board review by September 2025 (at the latest mid-October); Once the initial Select Board review (and edits, if any) is completed, the Planning Commission will provide a 30-day official "Public Notice" of an open Public Hearing with residents; After the Public Hearing, the PC will make any changes arising out of the hearing and submit back to the Select Board; The Board will hold its own duly noticed hearing before making their decision on their approval of the updates; Should the Board have meaningful changes, the PC would incorporate them and re-submit the regulations for another public hearing. Given the September/October timeline for the initial completion of the update, all those present felt that there was sufficient time for this process to be completed in time for the March 2026 elections. This process will also incorporate legal review by the Town's attorney.

*Changes in Planning Commission Membership* - The Planning Commission discussed its current and future membership. Tim Segar & Don Sherefkin have committed to stay until the subdivision regulations are rewritten. Tim advised that he would be stepping down after this, and Don may or may not, it is not determined yet. Other current members include William Shakespeare, Jennifer Girouard, Patti Smith, & Brian Potter. The commission needs at least seven members, with several long-serving members potentially departing the commission, recruitment is a major focus. The Board (Kate) suggested reaching out to the other town boards for any potential volunteers, as well as an active recruitment campaign on Facebook, Front Porch Forum, and other avenues, such as the Marlboro Mixer, and possibly the Marlboro Community Center Bulletin Board.

*What the holds for the Planning Commission* – There are two main projects coming up after the current focus on the Sub-Division regulations, being: A total review and update of the town's zoning regulations and in 2030, the statutory update of the Town Plan. Tim advised that while the Planning Commission currently meets once a month; in order to finalize the Sub-Division update, they may need to move to a meeting every two weeks. Tim also advised that the PC is planning to review and prioritize action steps from the town plan, with affordable housing and environmental work likely to remain top priorities. Nick also advised that there is a grant application availability for improvements of pedestrian safety (i.e. Crosswalks in the town center), and that he would investigate and advise both the PC and the Board about the details.

#### Highway Department

- Discussion of alternatives for Highway Department Mobile Communications. - Tabled

Next Steps in Zoning Administrator Hiring Process – The Board discussed scheduling for this issue, noting that this can be covered in the executive session next week (6/19/25) followed by discussion on the Board's decision in regular session.

#### Executive Session (6:50p)

**Motion: Fining that premature knowledge of the topic that we need to discuss now would be deleterious to the public & town the Select Board deems it necessary to hold an Executive Session. & Motion: That we move into executive session to discuss personnel issues according to Vermont Statute 1 V.S.A. § 313(a)(1)(a) (Welch/Skramstad – Passed unanimously)**

Return to regular session @ 7:55p.

Any Items Arising Out of Executive Session - None

#### **Old Business**

Plan for completion & SB review of Updated Personnel Policy prior to submitting to Town Attorney for review.

This was scheduled for the 7/10/25 meeting, with Nick noting that he had sent the Board a Google Doc for their review and edits prior to the meeting.

#### Town Administrator Report

- Coalition against Bigger Trucks - Tabled
- General Updates - SB Meeting Changes 6/26 to 6/19 & no changes in August, Nick updated the Board on the move of the 6/26/25 meeting to 6/19/25 and that there was no need for any changes in August.

**Motion to Adjourn @ 7:57p (Welch/Skramstad – Passed unanimously)**