

**Minutes****Town Of Marlboro Select Board Meeting****Thursday, June 19, 2025**

**Attendees:** Molly Welch – SB Chair; Jeff Skramstad – SB Vice-Chair; Kate Kirkwood – SB Member; Nick Morgan – SB Assistant/Town Admin; Andrew Richardson – Road Supervisor; David Manning, Robin Boardman, Jean Boardman (ZOOM) – Residents.

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

Identify Any Changes to Agenda: Identify Any Changes to Agenda: **First order of business: Adding agenda item per 1 V.S.A. § 312(d)(3)(A) (from Vermont.gov “Vermont Statutes online” - Any addition to or deletion from the agenda shall be made as the first act of business at the meeting.) Motion: Expand “Open Public Comment” to 25 minutes to accommodate resident(s) request for time. (Welch/Skramstad – Passed unanimously)**

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

**Unscheduled Open Public Comment:**

Resident David Manning came to the Board to, again, discuss the road work (ditching) being done by the Road Crew on and around Stratton Hill & Adams Brook Roads. David noted that he has brought this to the Board several times over the past few meetings and the issue remains active. He raised concerns that the road work was not following (and could be in violation) of Vermont State Statutes, specifically regarding trees being cut and the roadway ditching occurring outside of the town’s right-of-way without landowner consent. After hearing David’s points, the Board acknowledged the need to keep landowners informed and to ensure that all Statutes are being followed. To follow up on this and have the proper information prior to consulting with the town’s attorney, the Board discussed with David coming out to the site of the work to gather the necessary information. After a discussion of day and time, the Board and David settled on Tuesday (6/24/25) at 11:00am to visit the work site on Stratton Hill & Adams Brook Roads. The Board also noted that after the visit they would consult with Road Supervisor, Andrew Richardson, (considering the nature of the work) and the town’s attorney (considering any State Statute questions) to determine steps forward. As the discussion wound down, David mentioned that he would advise his neighbors (who also live along these roads) that this visit was happening, and he felt several might join him and the Board in their visit.

*As these minutes are not meant to be a transcript of the meeting, those wishing to hear the full discussion can find the recording of the meeting here → <https://soundcloud.com/marlboro-select-board/2025-06-19-select-board>*

Approval of Minutes from June 12, 2025 (**Welch/Skramstad – Passed unanimously**)

Signature of Pay Orders - Done

Document Signatures & Approvals

- Marlboro Treasurer – **Motion: Approve request by Town’s Treasurer to add an ACH option for payment of Marlboro Property Taxes. (Rescheduled to 7/10/25 – Solicit written questions from SB) – Tabled – to be taken up at 7/10/25 meeting.**
- Sign Finding prepared by Bob Fisher for declassification of Upper Houghton Road - **Done**
- Sign Dog License Warrant (Town Clerk) - **Done**

**New Business****Review and Edit of Updated Personnel Policy:**

The Board and Nick reviewed the updated Marlboro Personnel Policy, section by section, noting where changes and additions had been made from previous copies of the updates. After going through all sections, the Board tasked Nick to send the policy to the town attorney for legal review, hopefully completed in time for a final review and approval at the 7/10/25 SB meeting, noting that if need be this could be accomplished at the 7/24/25 SB meeting, leaving time to meet the deadline to publish the policy out to all employees and have it go into effect on 8/1/2025. The Board noted that the effective date could slide, if need be, as the deadline is self-imposed.

*Note: As business was concluded earlier (prior to the scheduled time for the Highway Department’s section, the Board decided to move to the Executive Session at this time and pick up with the Highway Department after*

Executive Session:

**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) @ 6:45pm. (Welch/Kirkwood – Passed unanimously)**

**Motion: Return to regular session @ 7:29p (Welch/Kirkwood – Passed unanimously)**

Any Items Arising Out of Executive Session - NoneHighway Department:

*Mobile Communications* – Andrew Richardson, Marlboro Road Supervisor, advised the Board that there are still some difficulties in communications between the Highway Department when road crew members are in certain areas of the town with low reception. In an effort to aid with this, Andrew advised that he has reached out to the company that provided the Department's radios to look into the feasibility of placing "repeaters" around the Town to greatly improve reception where needed. Andrew presented a proposal from the company (approximately \$2,500) that would use equipment and software they have to create a map/plan of where to place the "repeaters" to facilitate much better communications. Andrew noted that he was not looking to do this immediately and was just bringing this to the Board as a possible solution that will be discussed further. Andrew also asked Nick to bring EMD Jay Sparks into these discussions as the "repeaters" could be beneficial for the Town's emergency response.

*Stratton Hill/Adams Brook Roads Project* - The Board advised Andrew that they would be making a site visit up at the road project on Stratton Hill & Adams Brook Roads on Tuesday to get a full picture of the project. The discussed some particulars of the project, its goals, scope, etc. and advised Andrew that they would get back to him with their thoughts after the visit.

**Old Business**Town Administrator Report:

- Nick advised t. Board that he had a good meeting with Keats Dieffenbach on writing up an MOU for the Warming Center as the Town's designated "Daytime" emergency shelter and that they are targeting having something written and able to be submitted to the town attorney within two weeks.
- After a comment from Molly regarding the Heat (summer weather), Nick advised that he would put information on the town website about area "cooling" centers, information links to State sites including Public Health, and the 211-information number.
- The Board had a brief discussion regarding a suggestion from the WCSO about the possibility of a regional "Dog Ordinance". While there is room for discussion the general opinion was not a good idea.
- Molly asked about an email about an emergency preparedness exercise, to which Nick advised that this was about the next step in the "Binary Blizzard" exercise that the Town had participated in last year and that he would get more information from EMD, Jay Sparks and report back.

**Motion to Adjourn @ 7:47pm (Welch/Kirkwood – Passed unanimously)**