

Minutes**Town Of Marlboro Select Board Meeting****Thursday, July 10, 2025, 6:00pm**

Attendees: Molly Welch – SB Chair; Jeff Skramstad – SB Vice-Chair; Kate Kirkwood – SB Member (ZOOM); Nick Morgan – SB Assistant/Town Admin; Andrew Richardson – Road Supervisor; Rebecca Sevigny – Treasurer; Bob Fisher – Town Attorney; Allan McLane – Marlboro E911 Coordinator; Nancy Anderson & Marie Brown (on ZOOM) – Residents.

BEGIN ZOOM RECORDING:

(Please note: As these minutes are not intended to be a “transcript” of the meeting, a complete Audio recording of the meeting can be found on the Town’s Soundcloud page here: <https://soundcloud.com/marlboro-select-board>).

Call to Order @ 6:01pm**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 19, 2025 (**Welch/Skramstad – Passed unanimously**)Approval of Minutes from July 2, 2025, Special Meeting (**Welch/Skramstad – Passed unanimously**)

Signature of Pay Orders – Done

Scheduling: Verified that Bob Fisher will be available for 7/24/25 meeting.**Document Signatures & Approvals**

- **Motion: Approve the two liquor licenses for Beer Naked Brewery for their Pizzapalooza – First Class Liquor - #62441 & Outside Consumption Permit - # 62440. (Welch/Skramstad – Passed unanimously)**
- **Motion: Approve Suzanne Judson-Whitehouse to take over as the Marlboro Center Park Committee Chair/Coordinator. (Welch/Skramstad – Passed unanimously)**

New Business**Marlboro Treasurer:**

Review and Adoption of new ACH method for taxpayers – Treasurer (Rebecca Sevigny) reviewed the plan to allow Marlboro residents to set up monthly, bi-yearly, or yearly payments of taxes via ACH. The program would allow residents to spread tax payments out over a 12 month period, benefiting their personal budgeting and would benefit the town as funds would “come in” at regular intervals prior to tax due date allowing the town to receive funds prior to the due date and provide flexibility in town cash flow. Rebecca, in response to SB question, noted that the Bank will not be charging any fees for this service. **Motion: Approve request by Town’s Treasurer to add an ACH option for payment of Marlboro Property Taxes. (Welch/Skramstad – Passed unanimously).**

Initial Explanation & discussion: Resolving budget deficit resulting from the 2024 VMERS recovery – Rebecca reviewed the budget deficit created by the VMERS Recovery plan in 2024 and she, the Board, and Attorney Bob Fisher reviewed the options that can be taken starting with the 2026 budget. Bob recommended a distinct budget line recording the deficit be included in the next budget, and a plan determined for including in the budget amounts to reduce the deficit over a period of time. Bob advised that this was the method used by most towns he has worked with, provides the necessary transparency in the town’s finances and budgets, and ultimately “cures” the deficit. As no motion at this time is necessary, the Board advised Rebecca to proceed along these lines with the Board providing their assent and approval during the budgeting process.

Review & Public Comment on Update to Marlboro Street Naming and Street Addressing Ordinance:

The Board, Allan McLane, & Bob Fisher did a final review of the Updated Ordinance with Bob noting that from a legal standpoint was on point and good for approval, publications, and implementation. Bob also outlined the procedure for approval, adoption, notification, residential petition period (44 days), and the ultimate effective date (60 days after adoption). Both the Board and Bob, commended Allan for updating the Ordinance and found it totally acceptable to move forward with. **Motion: Initial adoption of the updated Marlboro Street Naming and Street Addressing Ordinance following procedures outlines in VSA 24 § 1972 (a)(1). (Welch/Skramstad – Passed unanimously)**

Following the acceptance of the Ordinance, Allan advised that he had put together a survey of new signage that was needed and would provide that to Nick to order the signs which Andrew would then install.

New Business (continued)

Review & Public Comment on Update to Marlboro Street Naming and Street Addressing Ordinance: (continued)

There was also a brief discussion regarding Highway #36, which Allan and Andrew noted could be taken “offline” and discussed at a later time amongst themselves, prior to any action by the Board.

Consultation with Town Attorney of updated Personnel Policy.

With Nick editing “on the fly” with the policy shared on the big screen, the Board and Bob made final edits to the wording and items included in the updated Personnel Policy, with Nick pointing out several areas that he requested specific review and acceptance prior to a final vote on approval. Nick advised that the Policy, if approved, would become effective on 8/1/25 with copies delivered to all current employees for their review and acceptance (by agreeing using “signature” page). Nick also advised that he would set up an employee meeting to review the policy and answer any questions. **Motion: Approve Updated Marlboro Personnel Policy with effective date of 8/1/25. (Welch/Skramstad – Passed unanimously).**

Review joining with other Windham County towns in a Regional Dog Ordinance as suggested by Windham County Sheriff’s Office:

Nick reported on a plan that is being floated by several area towns and the WCSO about doing a joint, multi-town Dog Ordinance to increase efficiency with the WCSO ACO and coordinate “dog regulations” amongst the member towns. The Board did not want to make any decision(s) until there was a proposed ordinance published that could be reviewed and consider any costs that may be involved. Nick advised that he would proceed with gaining more information and bring it to the Board.

Highway Department – This section was moved into executive session to discuss crew member evaluations.

Executive Session

- Executive Session @ 7:32p:
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 @ 7:51p (Welch/Skramstad – Passed unanimously)

Any Items Arising Out of Executive Session:

After reviewing Andrew’s evaluations of the Road Crew, Andrew requested that all of his crew receive a \$2.00 merit pay increase which the Board agreed was merited. **Motion: Approve \$2.00 pay increase for Road Crew Members, effective with the next pay period. (Welch/Skramstad – Passed unanimously)**

Old Business

Town Administrator Report:

Letter from VT State on Emergency Housing – Nick provided the Board with a letter from the state (for informational purposes) explaining some of the State’s initiatives on low-income housing.

Emergency Shelter MOU – Nick advised that he was in process on the MOU for the Warming Center and hoped to have something for review by the Board by the next meeting (7/24/25).

Motion to Adjourn @ 7:53p (Welch/Kirkwood – Passed unanimously)