

Draft Minutes**Marlboro Select Board Meeting****Thursday, November 13, 2025**

Attendees: Molly Welch – Chair, Jeff Skramstad – Vice-Chair; Kate Kirkwood – Member; Nick Morgan – Town Administrator/SB Assistant; Rebecca Sevigny – Treasurer; Andrew Richardson – Road Supervisor; Tim Segar – Planning Commission Chair; Jessica Roberts – Zoning Administrator; Gail LaFond – Acrisure (Health Plan Representative); Gail MacArthur, Megan Littlehales, Arne Hammerlund, Colin Sieff, Gil Garb-Sieff, Tim Donnay, Hollie Bowen, Paul Love, Jeremiah Wallack, Marty Kelly – Marlboro 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: Several residents (see listing above) came before the Board to ask questions of Road Supervisor, Andrew Richardson, and discuss the upcoming Summer Road Project on Ames Hill Road and attendant current tree marking and removal along the proposed work location(s) between South Road and Cowpath 40. The discussion focused on the road maintenance and ditching work planned for Ames Hill Road, which is part of the Municipal Roads General Permit (MRGP) program. Mr. Richardson explained that the town is required to address stormwater mitigation and water quality issues in designated high-priority segments, with state funding available for these projects. Concerns were raised about the depth and extent of the ditching work. Mr. Richardson noted that ditching methods used needed to conform to State standards, advising that previous work following these standards had received state approval and these standards were created to ensure proper drainage to prevent road washouts. The group also discussed plans for non-mandated road sections, where Mr. Richardson noted that he planned to improve stability on steep hills, taking advantage of the placement of road equipment to address these areas, redreducing overall costs of the necessary road maintenance in these areas. The residents also asked about other road maintenance concerns, particularly regarding tree cutting and ditch lining practices. Mr. Richardson explained that while hydro-seeding is more cost-effective, stone lining is required for grades over 6% and will be implemented where necessary, though he noted some flexibility in applying standards. The discussion touched on tree removal, with Mr. Richardson indicating that while some marked trees may be cut due to mud season issues, others are too large or close to power lines to remove.

The Select Board reiterated to the residents in attendance that their input was appreciated and advised and urged them to attend the 12/13/25 Town Meeting Info meeting which will be focused on the Town’s roads to delve further into their questions and concerns.

Approval of Minutes from October 23, 2025 (Welch/Skramstad – Passed unanimously)

Signature of Pay Orders - Done

Document Signatures & Approvals

- **Motion: When signage is available change name of private road off Augur Hole Road from “Private Driveway” to Augur Ridge Road. (Welch/Skramstad – Passed unanimously)**

New Business**Highway Update:**

Review of Road Standards/Ordinance (Sections 1 & 2) – The Board and Mr. Richardson reviewed Sections 1 & 2 of the proposed updated Road Standards Ordinance with the Board and Mr. Richardson adjusting wording as needed while Town Administrator, Nick Morgan, modified the document. The Board advised that they would review the next two sections (3 & 4) at the next Select Board meeting (12/11/25). Once the review is complete, the Board will hold the necessary public hearings to gain resident feedback and proceed with adoption of the finished ordinance.

New Business (continued)Highway Update: (continued)

How to Handle Town Providing Road Signs for Private Drives – In order to set a standard operating procedure regarding the installation and replacement of “official” road name signs on non-town (or private driveway) roads based on the Marlboro Road Name & E911 ordinance (recently revised and updated), the Board decided to “reset” and replace the 6-8 signs currently in need of replacement at the town’s cost, but subsequent to this reset the cost for any future replacement sign(s) would be billed to the landowner. The Board tasked Mr. Morgan to create a notice to be posted explaining the reset for Marlboro residents. This notice is to be created and approved at the next Select Board meeting.

Intersection of Grant & Sherer Hill Roads – Mr. Richardson advised the town of Wilmington is paving its portion of Grant Road leading up to the intersection of Grant and Sherer Hill Roads. In an effort to improve the overall maintenance of Marlboro’s portion of these roads, including both road repair (grading, etc.) and snow plowing, Mr. Richardson is in discussions with Wilmington to have the crew doing the Wilmington paving, to continue the paving partially on the Marlboro section of the road. Mr. Richardson noted that by doing so, Marlboro could save a significant amount of cost(s) for the paving, while also mitigating the cost to the town for maintenance and plowing in this area. Mr. Richardson noted that he had already budgeted for work in this area, and going with this plan would only add a small amount. The Select Board agreed that Mr. Richardson get more information on exact costs and come back to the Board for a final decision. As no decision was to be made at the current time, no motion was needed or made.

Ongoing Beaver issues on Jenckes Farm Road – Mr. Richardson raised the ongoing issue of beaver conflict along Jenckes Farm Road, where considerable expense has been incurred over the last few years (beaver deceiver installation and maintenance) that have not proved to solve the problem. Mr. Richardson proposed the Select Board investigate the possibility of exploring professional trapping along the town’s right-of-way as a potential long-term solution. All agreed to research the issue with both professional trappers and the State’s Agency of Natural Resources (in control of “beaver conflict” in the State).

Acrisure Gail LaFond Review & Decision on 2026 Health Plan:

The Select Board reviewed Town employee health insurance options for 2026 and decided to renew the current Blue Edge Business plan (CDHP1) with a 9% increase after accounting for a projected surplus of \$9,500 (funds returned to the town). Gail LaFond, the benefits broker, presented the options and explained that staying with the current plan would result in a 25% savings compared to the previous year's projections. The Select Board agreed with this suggested and authorized Marlboro Town Administrator, Nick Morgan, to sign the enrollment papers over the weekend in order to meet a due date of 11/21/25 to avoid re-quotes.

Motion: I move that we stay with this year's [2025] program [Employee Health Insurance] into 2026.

(Welch/Skramstad – Passed unanimously)

Motion: I move that Nick Morgan be authorized to sign the necessary papers to enroll in this program for 2026.

(Welch/Skramstad – Passed unanimously)

Planning Commission (Tim Segar) review Status of Sub-Division update:

The Planning Commission Chair, Tim Seeger, discussed the progress on the nearly completed subdivision regulations, which are expected to be finalized by February. They decided to hold one hearing and then another, if necessary, with the Select Board to follow with its own hearing(s) for feedback. The Planning Commission, in consultation with Zoning Administrator, Jessica Roberts, felt this was a better course of action, rather than trying to rush this encompassing and complicated update to hit deadlines for inclusion in the upcoming Town Warning and Ballot in March 2026. The Select Board felt that this was an appropriate plan and expressed appreciation of the Commissions work and looked forward to moving forward with this update.

Treasurer Update:

Decision on Year-end Bonuses - The Treasurer came to the Board to determine the amount of this year’s year-end bonus. After discussion the Board determined to provide the same \$325 bonus as last year. **Motion: I make a motion that we decide on the amount of \$325 each for the End-of-Year bonus for the 12 people [Town Employees].**

(Welch/Kirkwood – Passed unanimously)

New Business (continued)Treasurer Update: (continued)

Decision on Handling VMERS Deficit Recovery Plan – In order to rectify Marlboro’s non-compliance with the State’s VMERS regulations the Town needed to make a \$261,000 payment to the VMERS program, which the Town took out a loan to cover. This loan created a deficit in the Town’s accounting that per legal advice needs to have a plan to rectify. Treasurer, Rebecca Sevigny, came to the Board to determine how to handle this deficit reduction. After discussing several options of paying down this deficit and the impact on tax rates for Town residents, it was determined to work with an initial three to five-year plan, paying off a fifth of the deficit in 2026 (\$52,383.88) which would have minimal impact on the 2026 tax rate, while following up with other amounts in subsequent years, with the goal of reducing overall taxes overtime, as the Town’s equipment loans are paid off (with a target of the end of 2027).

Motion: The Town will pay \$52,383.88 towards reducing the “VMERS Deficit” in 2026 [would create a \$0.0326 per \$100 of property value impact in 2026], with subsequent amounts determined in the following years gauged to have a minimal impact on taxes. (Welch/Skramstad – Passed unanimously)

Note: Ms. Sevigny advised that she would incorporate this decision into the upcoming 2026 budget.

Zoning Administrator:

Zoning Amendments passed in March 2024 – The Board and the Zoning Admin, Jessica Roberts, reviewed the Zoning Amendments (concerning to primitive camps exemptions, sugar houses regulations, and definitions related to parking and surface water buffers) that were passed by the town at the 2024 elections, but which were not officially registered and implemented. Ms. Roberts advised that she had determined the steps that needed to be taken and had created a motion to cover the issue (following) which the Board took up.

Motion: that the Selectboard confirm the adoption of Zoning Bylaw Amendments #5, #6, and #7 as approved by the Selectboard on December 28, 2023, and ratified by voters on March 5, 2024 (310-51); direct the Town Clerk to: file the three amendments in the land records; email a copy to the Vermont Department of Housing and Community Development (municipal.bylaws@vermont.gov); certify the filing date; direct the Zoning Administrator to post the updated By-Laws PDF on the town website, adding the banner ‘Effective March 5, 2024, retroactive’; and all to be completed within 10 business days. (Skramstad/Welch – Passed unanimously)

Environmental Consultants – Marlboro’s By-Laws do dictate an environmental review of certain projects. As a measure to assist those looking to complete such projects, Mr. Roberts suggested and volunteered to assemble a list of potential consultants a permit seeker could contract to do the review. The Board was very receptive to this idea and offered any help that may be needed.

Flood adjustments to By-Laws with WRC – Ms. Roberts reminded the Board that Alyssa Sabetto of the WRC had agreed to meet with the Board and assist in making sure the Flood portions of the By-Laws were proper at the 12/11/25 meeting, also pointing out that Ms. Sabetto’s help was available due to a grant the WRC had acquired and was using to assist the town. The Board recognized the assistance and noted they were looking forward to working with the WRC and aiding Ms. Roberts in getting the By-Laws “into shape” regarding Flooding.

Budget Items:

SB, TA, & ZA 2026 Budget planning (Review of Budget Requests) – Tabled to 12/11/25

Old BusinessTown Administrator Report:

Schedule December SB Meeting adjustments due to Christmas – Mr. Morgan requested direction from the Board on how to handle the SB meeting potentially scheduled for 12/25/25. The Board directed Mr. Morgan to cancel this meeting, noting that should it be necessary a “special meeting” could be scheduled should issues require it.

Executive Session

Move to Executive Session @ 7:58p – **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 @ 8:36p **(Welch/Kirkwood – Passed unanimously)**

Any Items Arising Out of Executive Session - none

Adjourn @ 8:37p (Welch/Skramstad – Passed unanimously)