

**Draft Minutes****Marlboro Select Board Meeting****Thursday, January 22, 2026, 6:00pm**

**Attendees:** Molly Welch – Chair, Jeff Skramstad – Vice-Chair; Kate Kirkwood – Member; Nick Morgan – Town Administrator/SB Assistant; Forrest Holzapfel – Town Clerk; Rebecca Sevigny – Treasurer; Lynn Scheuermann – Assistant Treasurer; Andrew Richardson – Road Supervisor. Resident participants (both in person and on ZOOM) are listed on Town Clerk’s notes attached as an addendum to these minutes.

**BEGIN ZOOM RECORDING:**

*(Recording of this meeting was handled by Brattleboro Community TV. The video will be available on the BCTV YouTube page, and a link will be provided once video has been posted on their page.)*

**Call to Order @ 6:00pm****Sign Guidelines of Conduct****Regular Select Board Meeting Agenda**

Identify Any Changes to Agenda: None

**Scheduled Business:**

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

6:11p Approval of Minutes from January 8, 2025 (**Welch/Skramstad – Passed unanimously**)

6:11p Signature of Pay Orders - Done

6:12-6:15p Document Signatures &amp; Approvals

- **Solidify Schedule Special Meeting with Planning Commission (tentatively 1/26/26 5:00pm) – Meeting was verified, pending weather conditions. Nick advised that he would communicate any changes to the meeting and post any changes on Town Website and Facebook pages.**

**New Business****2026 Town & Highway Budget(s) Informational Meeting:**

As the Budget Informational Meeting was postponed from Saturday, 1/17/26, due to weather conditions, the info meeting was moved to this regularly scheduled Select Board Meeting and moved to the Marlboro Community Center. The agenda for the meeting was changed to reflect that the info meeting would be the sole topic for the meeting, except for a final approval of the 2026 Town Warning (which was tabled until Special Meeting to be held on 1/26/26, weather permitting).

While in person attendance was light, approximately 30 residents attended via ZOOM. Brattleboro Community TV was commissioned to record the meeting and will be posting this recording on their YouTube page within the week (link to this recording will be provided on the Town’s Website).

Treasurer, Rebecca Sevigny, led the discussion of both the 2026 Town and Highway Budgets to be voted on in the Town Meeting Elections in March 2026. These discussions took up the entire meeting, and notes on these discussions were taken by Town Clerk, Forrest Holzapfel, and will be included as an addendum to these minutes (and as a separate posting on the Select Board page of the Town’s Website).

**Approval of 2026 Marlboro Town Warning:**

The final discussion and approval of the 2026 Town Warning was tabled until a special meeting early (Monday or Tuesday) of the week of 1/26/26. Meeting was initially scheduled for Monday, 1/26/26, weather permitting.

**Old Business****Town Administrator Report:**

Town Administrator, Nick Morgan, advised that the finalized Town Warning will be published in Public Notice section of the Brattleboro Reform (paper of record) the week of 1/26/26 – exact date TBD, most likely Wednesday or Thursday.

**Motion to Adjourn @ 8:14p (Welch/Skramstad – Passed unanimously)**

**TOWN OF MARLBORO, VERMONT**  
**MARLBORO PRE-TOWN MEETING ELECTION**  
**~ Minutes of Informational Meeting Meeting # 3 of 4 ~**

**January 22, 2026 @ 6 pm in the Marlboro Community Center & by video conference**

Legal voters and interested persons are further warned and notified that an Informational Meeting (discussion and information, no voting) to prepare for the 2026 Town Meeting Election will meet in-person & via ZOOM on **Thursday, January 22, 2026**, from 6:00-8:00 pm at the Marlboro Community Center (in-person) or for those who prefer joining remotely via ZOOM, below is the following link and/or phone number: *Join Zoom Meeting [Https://Us02web.Zoom.U.../89755939733](https://Us02web.Zoom.U...) Meeting Id: 897 5593 9733 To Join By Phone: 1-646-558-8656*

**Present:** Marlboro Select Board members Molly Welch, Jeff Skramstad & Kate Kirkwood, Town Administrator Nick Morgan, Road Foreman Andrew Richardson, Town Clerk Forrest Holzapfel, Treasurer Rebecca Sevigny, Assistant Treasurer Lynn Schueremann, Gail MacArthur, and Jonathan Morse.

**Online:** Tim Segar, Steve Giard, Barbara Giard, Beth McDermet, Staley McDermet, Don Fuhrman, Linda Fuhrman, Gussie Bartlett, Keats Diffenbach, Nancy Anderson, Robert Anderson, Marcia Hamilton, Steven John, Catharine Rhodes, Nancy Tognan, Lou Tognan, Carolyn Kasper, David Clift, Sandy Muschler, Peggy Tiffany, Susan Kundhardt, Woody Bernhard, Jason MacArthur, Martina Dancing, Hollis Burbank-Hammarlund.

Called to order by Molly Welch at 6:01 pm and the details of participation were explained for all.

- **Review of proposed 2026 Town & Highway Budgets against 2025 budgets with Treasurer Rebecca Sevigny**
- Rebecca Sevigny began by describing some recent diverse income sources to the town:
  - Collection of delinquent taxes by Delinquent Tax Collector Evan Wyse has brought in roughly \$444,000 in past due taxes
  - Town Clerk's office revenue up from last year
  - Zoning revenue
  - 1% tax (first quarter brought in \$8,700 with more to follow each quarter)
- **Review of the spreadsheets showing the numbers discussed strongly recommended in addition to these minutes, and also available on the Select Board page**  
<https://marlborovt.us/boards-minutes/select-board/>
  - Consolidation of all cemeteries under the guidance of the Cemetery Commissioners has improved the town's position to maintain all cemeteries
  - Town Clerks detail of spending
    - Gail MacArthur asked about election expenses
  - Treasurers detail of spending
  - Listers detail of spending
  - Town Administrator detail of spending
  - Further discussion of salaries and benefits
    - Nancy Anderson asked about the pay schedule that the Select Board has implemented

- Jeff Skramstad & Molly Welch responded: this structure is to give employees a clear path of how years of service and skills will impact future raises and they expressed the hope to retain employees with this clarity
- Catharine Rhodes applauded the pay scale work and the clarity of this presentation
  - A round of applause for the Select Board for this work on pay scale and personnel policy.
- Delinquent Tax Collection has been a big asset with revenue brought in
- Select Board pay review
- Auditors pay review
- Steven John, Chair of the Development Review Board thanked Mary Sargent for her years of service to the town as Zoning Administrator
- Constable got a raise from \$235 up to \$1,000 after many years of service
- Town Office expense was higher than expected for the Europa IT tech support mostly caused by the change over to DVFiber fiberoptic connection
- Windham Regional Commission did our Hazard Mitigation Plan and we use their expertise, which is a budget consideration
- Detail of office expenses
- Gail MacArthur asked about capital building expenses from last year
  - Rebecca Sevigny replied that the \$80,000 of this expense last year was spent on the removal of the First Aid Building and mold remediation in the Town Garage
- VLCT insurance & General Liability expense
- Quickbooks fees
- FICA expenses
- Benefits expense: 16 % increase on health insurance and one employee was added
- Retirement amounts paid
- Commissions detailed with requested amounts for budget
- The Recycling Center expense has steadied & Rebecca Sevigny detailed our expense being a member of WSWMD and the transfer station in Brattleboro
- Sheriff Office expenses:
  - Jonathan Morse asked about revenue from speeding which does come to the town
  - Nick Morgan discussed our contract with the Windham County Sheriff
- Emergency Management, very few expenses to note:
  - Fuel & maintenance on the backup generators at Marlboro Community Center and MarlboroVolunteer Fire Company paid by the town
  - Town Office now has Powerwall backup for electricity continuity
- A Capital Building Repair and an Operational Reserve Fund will be implemented in each coming year to build buffer for unexpected expenses
- VMERS Recovery Funds needed to bring the town into compliance with State law regarding retirement for qualifying employees
  - Rebecca Sevigny detailed how former Treasurer Linda Peters as well as current officers

had not received this retirement benefit in violation of Vermont law, and the Select Board has looked into ways to pay this off over time

- Gail MacArthur asked if the bottom line last year was \$736,650 but the 2026 bottom line is \$843,000 which is impacted by this VMERS recovery cost
  - Jeff Skramstad & Lynn Scheuermann spoke about the Select Board and Treasurers plan to chip away at this recovery cost

- **Highway Budget 2025 Actual budget against 2026 Budget**

- Aggregate spend for Highway Department and analysis of spend on all categories by percentage
- Andrew Richardson said that \$22,000 for ditching will be reimbursed by the State of Vermont through Grants & Aid in response to Jonathan Morse's question from the beginning of meeting
  - Select Board discussed the refresh of all private road signs coming in 2026
  - Molly Welch spoke about the need for other signs throughout town which need updating (speed limit & safety, etc.)
- Andrew Richardson spoke about the chloride cost and he will be trying a new product this coming summer which costs less
- Salt expense was over budget this last year and is weather dependent
- Treasurers Rebecca Sevigny and Lynn Scheuermann will now be tracking expense and yardage for salt and sand to track this expense
- Lowered amount for uniforms and protective gear
- Upgrade of CDLs needed so that every crew member can use all the equipment and each member can go to on-going education to improve their skills
- Salaries and wages were on budget in 2025
- Road Crew Benefits and workman's comp are unchanged from prior year
- Rebecca Sevigny explained that the Equipment Account is divided into winter and summer roads:
  - Hourly use of equipment is recorded and charged per vehicle
  - the Treasurers have done extensive research in how to bring accuracy to this account
  - Andrew Richardson discussed plans to get a grant for guardrails to be installed where old cable served as guardrail in the past and has now failed – this improvement will bring better safety
    - Guardrail improvements to North Pond Road, Higley Hill Road, two locations on South Road, Augur Hole Road, & MacArthur Road
- Bottom line amount for the Town Highway budget is going down approximately \$185,000 for 2026
  - Jonathan Morse asked if the highway budget will continue to decrease
  - Andrew Richardson said that the proposed 2026 budget is bare bones and this is likely to be the new normal as they are making good progress improving infrastructure
  - Jeff Skramstad spoke about the plan to pay off all highway equipment in 2027 which will reduce the annual operating expense although a new truck will be also be needed in the future

- One new garage door needs to be installed as the spring on it blew apart
- Details of equipment loans and payoff of loans
  - Gail MacArthur asked about sharing equipment with neighboring towns to share costs
  - Andrew does borrow some equipment from the Dover Highway department and discussed the pitfalls of sharing with other towns (no one wants to loan their graders, excavators)
  - Town owns a hydroseeder (required by State law for ditching), wood chipper, & pressure washer which aids their work
  - Jason MacArthur wondered if there is a dollar-per-mile number that could be calculated and would it be possible to understand our position better in relation to other towns by such a metric
  - Andrew Richardson responded that the area towns budgets are similar to ours and Nick Morgan said he would look into this and publish their findings
  - Large expense truck repairs occurred in 2025 which was unexpected
- Jonathan Morse believes the new ditch dimensions are dangerous even though this is a requirement of State law and expressed his concern
- Andrew says the road widths have not changed but the ditches are now being installed where they should be. This is an on-going discussion to be had amongst all parties
- Molly Welch spoke to the conflict of change in the roads and how the town is trying to react
- Catharine Rhodes expressed her appreciation for the Road Crew and the work they do!
- Jonathan Morse thanked Treasurers Rebecca Sevigny and Lynn Scheuermann for their work

Meeting adjourned at 8:14 pm

Respectfully submitted,

Forrest Holzapfel, Marlboro Town Clerk