

MARLBORO SELECT BOARD

Meeting Minutes

Thursday, July 9, 2026

Date	Thursday, July 9, 2026
Call to Order	5:55 PM
Adjournment	6:55 PM
Location	Marlboro Town Office / Zoom
Members Present	Molly Welch, Chair; Jeff Skramstad, Vice Chair; Kate Kirkwood, Member
Also Present	Nick Morgan, Town Administrator; Andrew Richardson, Road Supervisor; Rebecca Sevigny, Treasurer; Steven John, Chair, & Patrick Moreland, Executive Director, Deerfield Valley Communications District (DVFiber); Michael Miller, Resident (via Zoom)

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>).

1. Call to Order

Chair Molly Welch called the meeting to order at approximately 5:55 PM on Thursday, July 9, 2026. The Board reviewed and signed the Guidelines of Conduct for the month of July. Two items were noted as additions to the agenda for discussion during the meeting.

No members of the public were present for unscheduled public comments.

2. Consent Items

2a. Approval of Minutes

The Board considered approval of the minutes of the June 15, 2026, and June 25, 2026, Select Board meetings.

MOTION: Approve the minutes of June 15, 2026, Select Board meeting.
(Welch/Skramstad - Passed unanimously)

MOTION: Approve the minutes of June 25, 2026, Select Board meeting.
(Welch/Skramstad - Passed unanimously)

2b. Pay Orders

The Board reviewed and processed the weekly pay orders. No further action was required.

NOTE: These minutes were prepared with the assistance of AI (Claude by Anthropic) as authorized by Select Board vote on May 28, 2026. The Zoom transcript was uploaded to Claude, which generated a draft that was reviewed and edited by the Town Administrator for accuracy.

3. Fall Meeting Schedule

The Board discussed the schedule for upcoming meetings, noting that Road Supervisor Andrew Richardson will be unavailable in November:

- September: General informational meeting; the Select Board will notice and include its public hearing on the Planning Commission's proposed update to the subdivision regulations.
- October: No meeting scheduled.
- November: Town Budget discussion.
- December: Road Budget discussion & information on continuing and planned road work presented by Road Supervisor.
- January: No meeting scheduled.
- Late February: Statutory Town Meeting/Elections Informational Meeting – Town Administrator will finalize dates with MCC (location) and BCTV and also publish out to residents.

The Board confirmed the next regular meeting will be held on Thursday, July 16, 2026.

4. Hogback Property Committee (HPC) – Insurance & Governance Discussion

The Board discussed insurance requirements and coverage questions related to the Hogback Property Committee (HPC), including uncertainty over HPC's legal status as an entity, its relationship with the Town, and whether it holds its own insurance policy or 501(c)(3) status. Treasurer Rebecca Sevigny reported she has been in contact with a representative from the VLC, who is willing to attend a future meeting remotely to help clarify these questions. The Board discussed scheduling this discussion for either August 13 or August 27, 2026, tied to the start of a regular meeting at 3:45 PM, to accommodate the representative's schedule.

5. Hogback Building Demolition (Benedict Cottage) – Materials Testing

The Board discussed a request from Mike Purcell, who is working on the removal of the next derelict building on Hogback (Benedict Cottage). Prior to disposal of demolition materials at the landfill, testing is required to confirm the roof, walls, and floor materials are free of toxic substances. The estimated cost of testing is between \$400 and \$800.

MOTION: Approve up to, and no more than, \$800 for HPC to obtain testing/valuation of materials in the building on Hogback known as Benedict Cottage. **(Welch/Kirkwood - Passed unanimously)**

6. Hazard Tree Removal – Parking Area

The Chair reported that two dead trees were observed overhanging the public parking area, posing a hazard to parked vehicles. The Board discussed obtaining quotes from Leon Knapp and Nate Felton (Felton Tree Service, Stanford) for removal.

MOTION: Approve the bidding process for the removal of two dead trees posing a potential hazard to vehicles in the parking area. **(Welch/Skramstad - Passed unanimously)**

7. DV Fiber – North Town Road Underground Communications Agreement

Patrick Moreland (Executive Director) and Steven John (Chair), Deerfield Valley Communications District (DVFiber), appeared to review the revised agreement with the Town regarding underground communications installation along a certain stretch of North Town Road. Mr. Moreland reviewed changes made at the request of Road Supervisor Andrew Richardson, including:

- Revising the material specification from crushed stone to crushed gravel (Bucky Adams gravel).
- Clarifying that, upon inspection, if road conditions do not meet contract specifications, DVFiber or its contractor is responsible for correcting the issue; if the Town Highway Department performs corrective work instead, DVFiber will be billed back for labor, equipment, and machine time.
- Clarifying that Section 5(E), excluding ledge and oversized materials (greater than one cubic yard), is a matter between DVFiber and its contractor and does not shift responsibility for removal/disposal of such materials to the Town; DVFiber remains responsible for removal and disposal of materials under its contract.

The Board agreed the revised agreement was acceptable, noting minor remaining edits (including spelling/formatting corrections) to be completed before final execution.

MOTION: Approve the revised and updated agreement between DVFiber and the Town regarding underground communications installation along a certain stretch of North Town Road, with the understanding that minor outstanding edits will be completed and the agreement signed once finalized. **(Welch/Skramstad - Passed unanimously)**

The Board subsequently signed the agreement before the close of the meeting.

8. Road Department – Highway Update

8a. Fremont Power / Dirt Curve

Road Supervisor Andrew Richardson reported that work related to the Fremont Power line and the dirt curve has been completed.

8b. Gravel – Moss Hollow Road and Lucia Road

Additional gravel (approximately 10–12 inches over fabric) has been placed on both Moss Hollow Road and Lucia Road in their entirety. The Road Supervisor will allow traffic to help settle the new gravel before final grading, which is expected to be complete within the following week.

8c. South Road Culvert

The Board inquired about the culvert on South Road between the speed bump and the Town Hall, where rocks shifted earlier in the season. The Road Supervisor confirmed he is aware of the issue and is developing a plan for repair.

8d. Highway Standards Policy

The Board discussed the draft Highway Standards document, which has been revised to be adopted as a policy rather than an ordinance, allowing for easier future amendment. The Board agreed to take the week to review the document, with adoption anticipated at the July 16, 2026 meeting.

9. Windham County Sheriff's Office Regional Policing Council

The Board discussed a proposal to join the Windham County Sheriff's Office Regional Policing Council. Key points of discussion included:

- If the Town joins the Council, current FY27 contract terms would remain in place (approximately 17 hours per month of deputy coverage, with additional coverage billed at \$75/hour), with a modest inflationary increase possible.
- Joining the Council commits the Town to participate through FY28 (beginning July 2027). A municipality may withdraw by majority vote of the Select Board, with withdrawal effective at the end of the fiscal year following the vote.
- If the Town does not join now, the current as-used contract for FY27 remains in effect, and the Town would need to negotiate a new as-used contract for FY28; the Town would not be able to join the pilot program's negotiated rate until a future enrollment period.
- The Council requires a minimum of five member towns and consists of one Select Board member from each participating town. The Council is expected to meet approximately four to five times per year, with remote (Zoom) participation permitted.
- The Council's role is to define the desired level and scope of sheriff's department services, develop standards and performance metrics, prepare a budget, and negotiate the agreement with the Sheriff's Department on behalf of member towns.

Select Board member, Kate Kirkwood, indicated willingness to serve as the Town's representative on the Council, at least initially.

MOTION: Approve joining the Windham County Sheriff's Office Regional Policing Council. **(Skramstad/Welch - Passed unanimously)**

10. Town Administrator's Report

Town Admin reported he has sent National Grid an invoice in the amount of \$14,623, which is expected to be paid in August.

The Board briefly discussed a letter that had previously been prepared regarding an unresolved matter; it was confirmed the letter would be sent.

12. Adjournment

MOTION: Adjourn the meeting at 6:55 PM. **(Welch/Skramstad - Passed unanimously)**

Minutes recorded by: Nicholas Morgan - Town Administrator Date: 07/14/2026

Approved by Select Board at 7/16/2026 meeting

These minutes are in draft form until formally approved by the Marlboro Select Board.