

TOWN OF WAITSFIELD
SELECTBOARD MEETING
Monday, November 25, 2024
6:30 P.M.

Please see note below for access

- I. Call to Order: 6:30 PM**
 - 1. Agenda additions, removals, or adjustments per 1 V.S.A. § 312 (d) (3) (A).
 - 2. Public Forum
- II. Regular Business.**
 - 1. Liquor License Approval - Mad River Taste Place
 - 2. FY 2026 Allocation Request - Mad River Arts
 - 3. Mad River Valley Ambulance Service MOU
 - 4. VAST/Meadow Road Bridge waiver request
 - 5. Neck of the Woods ARPA request
 - 6. Wood and Wood Welcome Sign Proposal
 - 7. Covered Bridge
 - 8. Select Board Roundtable
 - 9. Consent Agenda:
 - a. Approve Warrants and Bills Payable
 - b. Approve Minutes from 11/11/24
 - 10. Executive Session
 - a. Pursuant to 1 V.S.A § 313 (a) (1) find that premature general knowledge of confidential attorney- client communications made for the purpose of providing professional legal services to the public body would clearly place the public body or a person involved at a substantial disadvantage
 - b. Enter Executive Session pursuant to 1 V.S.A. § 313 (a) (3) [Personnel]
- V. Other Business.**
 - 1. Correspondence/reports received
- VI. Adjourn.**

***PLEASE NOTE: Public Access to this meeting will be hybrid, remote via Zoom or in person at the Waitsfield Town Office. For remote access, please use the following link:**

<https://us02web.zoom.us/j/82056117089>

Meeting ID: 820 5611 7089

By phone: 1 (929) 205-6099

Anyone wishing to speak can do so during the designated times, as indicated by the chair.

ALL TIMES ARE APPROXIMATE

Memorandum of Understanding between MRVAS and Valley Towns Regarding Annual Donation

This Memorandum of Understanding (MOU) is a follow-up to discussions between Mad River Valley Ambulance Service (“MRVAS”) and each of the Valley’s Select Boards during June 2024. In coming before the Select Boards, MRVAS sought to inform the Valley Select Boards of the financial and operational challenges facing MRVAS. MRVAS shared its ten-year capital expenditure plan, and the funding challenges it expects to face in the coming years. Those challenges were discussed at length at the Select Board meetings but are not detailed in this document. It is sufficient for purposes of this MOU to agree that circumstances beyond MRVAS’ s control have and are likely to continue undermining MRVAS’s ability to completely cover all of its required capital expenditures moving forward and that MRVAS has and will probably continue to experience a funding gap.

At the meetings, MRVAS requested assistance from the Valley towns and proposed that each of town fund an annual donation beginning with the upcoming fiscal year to address this anticipated funding gap. This MOU provides additional details around that request.

1. The mission of the Mad River Valley Ambulance Service is to provide the four Mad River Valley towns of Fayston, Moretown, Waitsfield and Warren the highest quality of Emergency Medical Services utilizing dedicated volunteers, technology and community support.
2. MRVAS will continue to provide the following services:
 - a. EMS Response
 - b. Motor Vehicle Extrication
 - c. Search and Rescue
 - d. Firefighter Support
 - e. Event Coverage
 - f. Non-Emergency Transport for Subscribers
3. MRVAS will provide these services over the following areas:
 - a. **North/Northwest:** Rt 100B up to Hooper Lane; Route 100 to Harwood
 - b. **East:** ~2.5 miles up Moretown Mountain Road and to the top of Roxbury Mountain Road
 - c. **West:** Top of Appalachian Gap and top of Lincoln Gap
 - d. **South:** ~ Route 100 to Plunkton Road
4. Each December, MRVAS’s board will approve an operating budget for the next year and update its rolling ten-year schedule covering expected capital expenditures and projected available funds. These financial statements will be shared with town Select Boards in January following approval by the MRVAS membership.
5. Each December MRVAS will review its capital funding needs based on the approved ten-year plan and if necessary, will request a donation from each Valley town to close any gaps in that capital expenditure funding. Any such request will be made in a timely manner so that the towns and their Select Boards can incorporate MRVAS’s donation request as a line item in the town budgets for the upcoming year.

6. MRVAS will apportion the aggregate amount needed among valley towns based on population using the most recent census and with Moretown counted at 50% of census population (since half of its population is outside of MRVAS’s service area).
7. MRVAS will update Select Boards of any material changes to its financial condition and apprise the Boards of issues that may potentially impact MRVAS ability to carry out its stated mission.

Dated at Waitsfield, VT, this ____ day of _____.

MAD RIVER VALLEY AMBULANCE SERVICE, INC., by

Sara Van Schaick, President and duly authorized agent

TOWN OF MORETOWN, by

Tom Martin date
Selectboard Chairman

John Hoogenboom date
Selectboard Vice-Chairman

Don Wexler date
Selectboard Member

Callie Streeter date
Selectboard Member

Robin Campbell date
Selectboard Member

TOWN OF FAYSTON, by

Charles Martel date
Selectboard Chairman

Ronald Graves date
Selectboard Member

Michael Jordan date
Selectboard Member

Zimbra

townadmin@gmavt.net

Re: meadow road bridge

From : Doug Wilson <snow@mountaingrooming.com>

Tue, Oct 22, 2024 01:30 PM

Subject : Re: meadow road bridge**To :** Jennifer Peterson <waitsfieldclerk@gmavt.net>**Cc :** Christine Parisi <csullivan@gmavt.net>, Foreman <foreman@gmavt.net>, Brian Shupe <bshupe@madriver.com>, Chach Curtis <chach.curtis@gmail.com>, Fred Messer <fmesser@madriver.com>, Larissa Ursprung <ldkursprung@gmail.com>, Fred Messer <fmesser0@gmail.com>, Waitsfield Town Administrator <townadmin@gmavt.net>

According to Pisten Bully our machine weighs approx 15000 lbs with weight spread evenly. This is less than what is posted for emergency vehicles

On Tue, Oct 22, 2024, 1:09 PM Jennifer Peterson <waitsfieldclerk@gmavt.net> wrote:

So, should this be an agenda item for 10/28?

From: Christine Parisi <csullivan@gmavt.net>**Sent:** Monday, October 21, 2024 12:09 PM**To:** Jennifer Peterson <waitsfieldclerk@gmavt.net>**Cc:** Foreman <foreman@gmavt.net>; Brian Shupe <bshupe@madriver.com>; Chach Curtis <chach.curtis@gmail.com>; Fred Messer <fmesser@madriver.com>; Larissa Ursprung <ldkursprung@gmail.com>; Fred Messer <fmesser0@gmail.com>; Waitsfield Town Administrator <townadmin@gmavt.net>; snow <snow@mountaingrooming.com>**Subject:** Re: meadow road bridge

Actually, looking at it, it says that permits are not valid for travel over posted bridges.:

https://www.waitsfieldvt.gov/fileadmin/files/Permit_Applications/Other_Permits/Vehicle_Excess_Weight_Permit_-_Single.pdf?45e11837f5998dd746efe3180d75c3d20de8c2ff

From: "Christine Parisi" <csullivan@gmavt.net>**To:** "Jennifer Peterson" <waitsfieldclerk@gmavt.net>**Cc:** "Foreman" <foreman@gmavt.net>, "Brian Shupe" <bshupe@madriver.com>, "Chach Curtis" <chach.curtis@gmail.com>, "Fred Messer" <fmesser@madriver.com>, "Larissa Ursprung" <ldkursprung@gmail.com>, "Fred Messer" <fmesser0@gmail.com>, "Waitsfield Town Administrator" <townadmin@gmavt.net>, "snow" <snow@mountaingrooming.com>**Sent:** Monday, October 21, 2024 12:02:47 PM**Subject:** Re: meadow road bridge

I think he would need to submit an overweight permit and then we'd be able to respond to the request.

From: "Jennifer Peterson" <waitsfieldclerk@gmavt.net>

To: "Foreman" <foreman@gmavt.net>, "Brian Shupe" <bshupe@madriver.com>, "Chach Curtis" <chach.curtis@gmail.com>, csullivan@gmavt.net, "Fred Messer" <fmesser@madriver.com>, "Larissa Ursprung" <ldkursprung@gmail.com>, "Fred Messer" <fmesser0@gmail.com>, "Waitsfield Town Administrator" <townadmin@gmavt.net>

Cc: snow@mountaingrooming.com

Sent: Monday, October 21, 2024 10:44:23 AM

Subject: meadow road bridge

Doug Wilson, President of the Ridge Runners, stopped in because he noticed the Meadow Road bridge is posted. They have a trail groomer that goes over the bridge that's over the weight limit, and he's hoping to get a waiver. To give an idea of frequency, in a great, snowy year, they could groom twice a week. Doug is cc'd here. Can the Selectboard discuss this at the next meeting?

Jennifer Peterson

Town Clerk

Town of Waitsfield

[4144 Main Street](#)

[Waitsfield, VT 05673](#)

waitsfieldclerk@gmavt.net

802-496-2218 x3



To: Christine Parisi
Chair of Waitsfield Selectboard

FR: Betsy Jondro
Neck of the Woods
Chair of Grant and Fundraising Committee

Dear Christine,

When we absorbed the Waitsfield Children's Center we were aware of a balance remaining in the WCC's Waitsfield ARPA grant. Neck of the Woods would like the Selectboard to consider granting that balance to Neck of the Woods.

Currently when a child needs to use the bathroom or get changed a teacher must leave the playground with them and go back in to their classroom. That teacher needs to be replaced in order to keep our teacher/ child ratios in line with State requirements. We are currently working with Yestermorrow who will design and build 2 outside structures starting in March, 2025 for our two large playgrounds. These will house composting port-o-lets, covered changing tables and storage for supplies.

While Yestermorrow will do the majority of the construction we do need to purchase the materials and the port-o-lets. The current estimate is \$20,000. We would like to request the balance of the WCC ARPA grant to fund this project. If you have any questions please let me know.

Please know that Neck of the Woods is very thankful for Waitsfield's support and if these monies are already pledged to a different entity, we respect that decision.

Respectfully,

Betsy Jondro
Neck of the Woods Board Member

betsy.jondro@gmail.com

802 793 8976

WOOD & WOOD

DESIGN • SIGN SYSTEMS • DISPLAY SYSTEMS • CUSTOM MILLWORK
98 CARROLL ROAD • WAITSFIELD, VERMONT 05673

November 22, 2024

Town of Waitsfield

Attn: Waitsfield Select Board

waitsfieldselectboard@gmavt.net

Project: Town of Waitsfield Welcome Signs Proposal #5620

SIGN:

- Quantity of 2, one-sided
- Exact repeats of existing signs

Approximate Price: \$7,200 - \$7,375

DELIVERY & INSTALLATION (optional):

- Assumes all locations are easily accessible by standard ladders with no obstructions
- If pedestrian or traffic control is required, it will be provided by client
- All electrical, including power to site and final connections, must be coordinated by the client and completed by a certified electrician. Electrical is not included in our scope of work.
- Dig Safe, staking of location(s), and private underground locators for utilities must be coordinated and completed by client/others.
- On-site conditions can affect the required time on-site and affect overall delivery & installation costs.

Approximate Price: \$1,000

**Sign Foam provides a superb substrate for dimensional sign making. It is lightweight, yet remarkably strong and stable overtime. It is impermeable by water and moisture and unaffected by high-salt environments. The material is formulated to withstand temperatures -30 degrees F - 220 degrees F. It holds up under extreme interior/exterior conditions and in severe weather. It is both artist and environmentally friendly, sustainably produced with a minimum 16% green content. This eco-friendly solution may contribute LEED certification points for building credits as well. It is non-toxic, VOC & CFC free and U.S. made.*

Delivery & Installation:

D&I is optional and included as noted in the pricing above.

Timing:

Design time can take 1 - 3 weeks depending upon client's review and approval process and revisions requested. Upon approval of final design, proposal, and deposit receipt, current Fabrication scheduling is running 7 – 9 weeks. Upon project completion, D&I, shipping or pick up can be scheduled.

+Design / Drafting Production Drawing: Pricing is approximate until drawings are completed and approved.

Design consultation and drafting of a production drawing for fabrication and installation is included in the above pricing.

Artwork:

Artwork from the client is preferred in Adobe Illustrator or Adobe Illustrator EPS with fonts changed to outlines for vector cutting. Other formats will significantly increase design time and cost. If W&W needs to adjust the client provided artwork it will be billed on an hourly basis and included in the final invoice.

Color Matches:

Please provide exact color matches to PMS color requests. If you provide us with colors in a name brand such as Benjamin Moore, Pittsburgh Paints, Sherwin Williams, or Fine Paints of Europe there will not be an additional charge.

Site / Office Visits:

Site visits and office visits are NOT included in the above contract, if requested or required, they will be billed hourly in addition to the in-house design efforts.

Permits:

It is the responsibility of the client to provide Wood & Wood with information both from the state and the town regarding sign regulations and permits and to submit permits to their Town/City.

Wood & Wood can provide this service for an hourly rate, upon request, plus any applicable Town/City permit fees.

Engineering & Liability:

Wood & Wood prides itself on designing and building strong and beautiful signs, components and installations. Existing conditions can affect this and we encourage all clients to get an engineer report if they (or W&W) deem it necessary. Wood & Wood cannot be held liable for engineering of any signs nor vandalism. This proposal does NOT include any engineering costs. If an engineer is requested by the client to be coordinated through Wood & Wood, all costs associated with engineering needs will be incurred by the client on an hourly basis. We would also provide the client with engineer contact info for future use. NOTE: Blade signs are highly likely to require an engineer.

Light Fixtures:

Specified for 110 volts. All electrical including power to the fixture, electrical connection of the fixture and transformers if necessary are the responsibility of the client.

Painted PT:

Due to the nature of the chemicals in the pressure treated process we cannot guarantee the longevity of the paint finishes.

Shipping & Handling: S&H are NOT included and will be added to the final invoice.

Taxes:

Wood & Wood is not responsible for local and state taxes. The above price does not include any tax.

Terms:

A 50% deposit is required to begin fabrication on projects over \$500, balance due 30 days from final invoicing. For estimates over \$10,000 our terms become 50% deposit due at signing of contract, 25% payment due midway through production and the remaining balance due within 30 days after final bill. Interest will accrue on the outstanding balance at the rate of one-and-one-half percent (1 ½%) per month. In the event the customer violates the terms of the agreement, Wood & Wood will not be required to expend time and/or perform other services on behalf of the customer, and if Wood & Wood incurs costs to review or institute a collection action, Wood & Wood shall be entitled to recover not only all fees and expenses due, but also interest, the costs of collection and reasonable attorney’s fees.

Payment: We accept cash or check.

Note: Client must provide a signed proposal and deposit before design will begin.

Approved: _____

Date: _____

Quote valid for 15 days.



802-496-9000 802-496-7916 FAX



info@woodandwoodsigns.com



Waitsfield ARPA Funding Status

Total Award	\$ 506,081.78
Total Obligated to Date	\$ 326,053.00
Remaining Unobligate	\$ 180,028.78
Total Spent to Date	\$ 233,326.61

As of June 30, 2024
SG

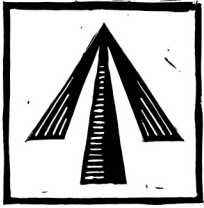
Project	Fiscal Year	Allocation	Spent	Remaining	Notes
Zoning Fee Loraleh Harri:	23	\$ 490.00	\$ 490.00	\$ -	Zoning fees for tiny home installation (Childcare provider)
WFFD Inverter/Radios	23	\$ 1,320.00	\$ 1,312.50	\$ 7.50	Fayston Portion Covered Already \$1,312.50 is Waitsfield Total
WFFD Positive Pressure Fa	23	\$ 3,202.00	\$ 3,202.00	\$ (0.20)	\$5,337 Total. Fayston owes \$2,134.80
WFFD Gear (3 Sets)	24	\$ 6,840.00	\$ 6,683.93	\$ 156.07	\$11,407.50 Total. Fayton owes \$4,723.57. \$233.01 Overage coded to 01-400-4000.68
Website Design Ecopixe	23	\$ 15,638.00	\$ 17,585.95	\$ (1,947.95)	ebbsite Paid \$7,819 on 3/28/23, \$3,909.5 on 8/15/23, \$1,694.50 on 3/4/24,\$2215 3/6,\$1947.95 4/16
Record Digitizator	24	\$ 50,644.00	\$ 50,644.00	\$ -	Paid \$28,893.53 on 7/11/23 and \$21,750.47 on 8/15/23
Fairgrounds Assessmer	24	\$ 7,500.00	\$ 7,026.00	\$ 474.00	Paid D&K \$5,056 on 8/15/23 and \$1,970 on 9/11/23
Road Tractor (Ventrac)	24	\$ 50,000.00	\$ 49,747.98	\$ 252.02	Paid Champlain \$45,304.41 on 8/2/23, \$4,443.57 for trailer on 10/23/23
Local ARPA Mad Valley Sport	23	\$ 5,000.00	\$ 5,000.00	\$ -	Mad Marathon Paid 6/27/23
Local ARPA Downstree	23	\$ 19,620.00	\$ 19,620.00	\$ -	Playground Paid 6/27/23
Local ARPA Valley Reporte	23	\$ 1,125.00	\$ 1,125.00	\$ -	MRV Village Paid 6/27/23
Local ARPA MRT	23	\$ 250.00	\$ 250.00	\$ -	Harwood Wi-Fi Paid 6/27/23
Local ARPA Free Wheelii	23	\$ 10,000.00	\$ 10,000.00	\$ -	Paid \$10,000 on 6/27/23
Local ARPA MRV Senior	24	\$ 7,500.00	\$ 7,500.00	\$ -	\$7,500 on Warrant for 8/28/23
Local ARPA Waitsfield Childerns Cent	24	\$ 25,000.00	\$ 6,215.50	\$ 18,784.50	\$3,003 on Warrant for 8/28/24,\$1125 9/12, \$1675 9/12,\$412.50 11/14 Weston
Local ARPA Neck of the Wood	24	\$ 25,000.00	\$ -	\$ 25,000.00	Awaiting invoices
Local ARPA Spring Hill Schor	24	\$ 4,500.00	\$ 4,500.00	\$ -	Awaiting invoices
Local ARPA Harwood School Distric	24	\$ 15,000.00	\$ -	\$ 15,000.00	Awaiting sitevisit and grant agreement
Local ARPA UCC Meeting Hous	24	\$ 22,500.00	\$ 22,104.00	\$ 396.00	First invoice to SB on 10/23/23 for \$14,000, 2nd invoice \$5817.95 5/14/24
Local ARPA Valley Player	24	\$ 18,750.00	\$ 13,995.55	\$ 4,754.45	on \$720, 1/15/24 invoice (\$1,196.03), 3/4/24 SB warrant (\$2,177.50), \$2695 &\$256.25 for architectre and electrical engineer,\$1494.80 9/26,\$2162 12,
JML Library Stairs Project	24	\$ 2,500.00	\$ 1,780.00	\$ 720.00	Approved by Board on 8/28/23. Paid Mad River Metal Works - Paid Invoice #833 on 10/28/24.
Wastewater Project Data Management	24	\$ 5,000.00	\$ 4,544	\$ 456.00	approved by Board on 8/28/23, \$1,125 for Pando on 10/9 and \$3,294 for Salesforce on 10/9
Wastewater 30% Design Remainin	24	\$ 28,674.00	\$ -	\$ 28,674.00	approved by Board on 1/8/24
		\$ 326,053.00		\$ 64,052.39	
			\$ 233,326.61		
ARPA Revenue Rec'l	506081.79				
Less ARPA Exp (without Fayston Rein	-241321.56		\$ 22,500.00		Waste Water Proj Mgmt
less Fayston reimb not received ye	-6858.37				
ARPA Cash Bal 6/30/202	257901.86		\$ 255,826.61		
ARPA G/L Fund Balance 6/30/202	257901.86				
	G/L exps		248179.93		
	less due from Faysto		-6858.37		
	Expense Agree to G/l		241321.56		
				\$ 558.62	Wastewater Bond Vote Expenses

Notes - Town Projects / Government Services

Notes
for Loreleh Harris, as authorized on 9/26 and 10/10
to account for increase in Treasurer/Grant Admin job to 40 hours at \$30/hr
reached out to ecopixel (essex junction), vickery hill (warren), and civic plus(essex), waiting for responses
to digitize all bound records in the land records vault (does not include zoning permit. ~\$60,000 in the records restoration reserve but these funds are used for all purchases related to land records/the land records vault and should not be depleted
looking into these costs, working with Henry on rough estimates
this is an absolute estimate from the Town Administrator - no hard numbers have been provided to date
we have not received a final quote from D&K on what the PER will cost but this is the threshold for the CWSRF reimbursable loan. The WWWFSC has asked this money be reserved for the PER in the event we do not receive the fully reimbursable loan
Three sets of interior firefighting gear: Helmet, coat, pants boots, approximately \$3800 per set
One positive pressure portable fan, battery powered,
One inverter for the new van to charge radios, batteries, etc
ARPA funds have been discussed as an opportunity to supplement any potential Wait House grant funding received/Wait House reserves (~\$20,000 by the end of FY23)

\$18,937

\$11,362



Proposal for the repair of the truck damage to the Big Eddy covered bridge of Waitsfield, 11/20/2024

The cost of this work is \$54,047, and the particulars of the work are as follows:

- We will build scaffolding, install life safety anchors, and moor our rescue dinghy to be able to work safely and in accordance with OSHA/VOSHA regulations.
- For clarity in this description, we are calling the Waitsfield village side of the bridge the north side.
- The ends of the top chords (the long members that span the length of the bridge at the top of the walls) are damaged. The east one will have a new end scarfed in, and the west one will be repaired with a dutchman.
- The end of the ridge beam will be replaced, and a new section will be scarfed in.
- A new tie beam, king post, and three new common rafters will be fabricated and installed.
- New roof and gable sheathing will be installed as needed to replace broken sheathing.
- Of the metal roofing pans, on the west side three will be replaced, and on the south side, five will. We will also replace the damaged gable drip edge, and the north end of the ridge cap if necessary.
- All of our work is done to the standards for restoration, as set forth by the Secretary of the Interiors office. This includes using readable, reversible repairs, and doing our repair work “in kind”, meaning we replicate the historic joinery and timber species.

1 **TOWN OF WAITSFIELD, VERMONT**

2 **Selectboard Meeting Minutes**

3 **Monday, November 11, 2024**

4 **Draft**

5

6 **Members Present:** Chach Curtis, Fred Messer, Brian Shupe, Christine Parisi, Larissa Ursprung

7 **Staff Present:** None

8 **Others Present:** AnnMarie Harmon (General Wait House Commission), MRVTV

9

10 **I. Call to Order:** The meeting was called to order at 6:30 pm by Christine Parisi. The meeting

11 was held in person at the Waitsfield Town Office and remotely via Zoom.

12

13 **1. Review agenda for addition, removal, or adjustment of any items per 1 VSA 312(d)(3)(A).**

14 A discussion of the design proposals for Farley Park was added.

15

16 **2. Public Forum.**

17 AnnMarie Harmon spoke of several General Wait House Commission (GWHC) matters.

- 18 • Room 205 was confirmed to be included in the proposed rent amount for Friends of the
- 19 Mad River; the lease will be specific about this inclusion.
- 20 • The default clause language is still needed for inclusion in the lease documents; Mr.
- 21 Curtis provided the language via email to Ms. Harmon during the meeting.
- 22 • Ms. Parisi confirmed that the Chair of the GWHC has the authority to sign the leases as
- 23 the landlord.
- 24 • AnnMarie has identified another grant opportunity through the National Park Service,
- 25 and requested permission to apply; the minimum request is for \$125K. She explained
- 26 that she would focus on the work outlined in the Brad Cook Report as the scope of the
- 27 grant request. Board members agreed she should move ahead, and present the
- 28 application for signature at an upcoming meeting.

29

30 **II. Regular Business.**

31

32 **1. Review and update Work Plan for FY 2025.**

33 Mr. Shupe indicated that he had reviewed the items in the previous year's Plan and updated

34 the status of items where appropriate. It was agreed that a reprioritization of items would be

35 needed; statuses were reviewed and updated where necessary; Meadow Road bridge work,

36 FEMA reimbursement work, and development of a Work in ROW policy were added; there was

37 a discussion of reserve fund logistics.

38 **2. Review and Confirm Budget Goals, Priorities and Process for FY 2026 Budget.**

39 The pertinent memo from last year's budget discussions was reviewed; it was agreed that no

40 changes were necessary at this point other than removing the ARPA expenditures from the list.

41 Mr. Curtis suggested that current replacement costs be outlined for use in considering Capital

42 Improvement Plan information. Mr. Shupe offered to work with JB Weir and others for

43 clarifying FEMA reimbursement information and follow up, as well as preparing for meeting

44 with Fayston regarding shared expenses.

46 **3. Clerk request regarding cameras for Town Office/Grant.**

47 Jennifer Petersen had provided the Board with information about the camera installation,
48 including a cost estimate. It was explained that the grant funds would be used for cameras to
49 provide drop box security outside both doors of the Town Office. Board members expressed no
50 concerns with the need to install exterior electrical conduit, as that was the primary question
51 posed by Ms. Petersen. It was indicated that decisions regarding the use of the remaining
52 funds of the \$5K grant were under Ms. Petersen's purview.

53

54 **MOTION:** *Mr. Shupe made a motion to approve the purchase and installation of security*
55 *cameras as outlined by Ms. Petersen. The motion was seconded by Mr. Curtis, and passed*
56 *unanimously.*

57

58 **3A. Farley Park**

59 Mr. Shupe provided some background information regarding the Tardy property becoming
60 Farley Park, with improvements planned in order to honor Virginia Farley's legacy. He
61 reminded the Board that over \$50K had been raised for park design and installation of a stone
62 bench; the funds raised had been transferred from the Vermont Land Trust to the Town. There
63 are two proposals which have been received for the work from two separate vendors, one for
64 park design services and one for the bench design and installation. Both are for under \$10K,
65 and the procurement policy allows for flexibility for such amounts. Mr. Shupe explained that
66 accepting these quotes would allow for the project design to get underway and work to begin
67 in the spring.

68

69 **MOTION:** *Mr. Curtis made a motion to authorize the Friends of Virginia Farley to move forward*
70 *with procuring the services of the vendors who have submitted bids for the park design and*
71 *bench design/installation for the Farley Park site, not to exceed \$10K for each project. The*
72 *motion was seconded by Ms. Ursprung, and passed unanimously.*

73

74 **4. Riverview Road - Speed Concerns.**

75 This item was postponed at the request of Riverview Road residents.

76

77 **5. Hiring Update: Next Steps.**

78 No update was available.

79

80 **6. Selectboard Roundtable.**

81 Ms. Parisi reported that she has sent emails to the Sheas, reminding them that the grading
82 work along the sidewalk at their property needs to be completed, but has not yet had a
83 response.

84

85 **7. Consent Agenda.**

86 **APPROVAL:** *The Consent Agenda was approved with no objections or concerns raised.*

87

- 88
- 89 • Approve Minutes of 9/23/24, 10/7/24, and 10/28/24
 - 90 • Bills Payable and Treasurer's Warrants
 - Approve Assessor's request per enclosed memo

- 91 • Approve recommended purchase for Town Office window treatments, to be paid using
92 ARPA funds

93

94 **8. Executive Session.**

95 **MOTION:** *A motion to enter Executive Session pursuant 1 V.S.A. § 313 (a) (3) [Personnel] passed*
96 *unanimously.*

97 The meeting entered Executive Session at 7:12 pm and returned to open session at 7:49 pm.

98

99 **III. Other Business**

100 **1. Correspondence/reports received** were reviewed.

101 **IV. Adjourn**

102 The meeting adjourned at 7:49 pm.

103 Respectfully submitted,

104 Carol Chamberlin, Recording Secretary