

TOWN OF WAITSFIELD
SELECTBOARD MEETING
Monday, February 10, 2025
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. Appoint York Haverkamp as Waitsfield Town Administrator
 - 2. HUUSD presentation
 - 3. Emergency Watershed Protection Grant
 - 4. Route 100 speed limit concerns
 - 5. Mad River Path request re: storage penalty fee
 - 6. Town Meeting Day Planning
 - 7. Consent Agenda:
 - a. Approve Warrants and Bills Payable
 - b. Approve Minutes 1.20.25 and 1.27.25
 - 8. 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



November 8, 2024

Town of Waitsfield
JB Weir, Planning & Zoning Administrator
4144 Main Street
Waitsfield, VT 05673

RE: Eligibility for Emergency Watershed Protection Program

Dear JB Weir:

We received your request for Federal assistance to restore damages sustained in Waitsfield by the July 2024 storms.

We have investigated the situation and determined that assistance through the Emergency Watershed Protection (EWP) Program is eligible for the following sites.

Sites Determined Eligible

DSR Number	Project Location	Proposed Remediation
5042-002-004	516 North Fayston Road	Streambank Protection

The following sites are not eligible for assistance through the Emergency Watershed Protection (EWP) Program.

Sites Determined Not Eligible

DSR Number	Project Location	Proposed Remediation
5042-002-005	470 North Fayston Road	Title 390, Part 511, Section 511.1.B.(3) – EWP assistance will not be used to repair, rebuild, or maintain private or public transportation facilities, public utilities, or similar facilities.
5042-002-006	670 North Fayston Road	Title 390, Part 511, Section 511.1.B.(3) – EWP assistance will not be used to repair, rebuild, or maintain private or public transportation facilities, public utilities, or similar facilities.
5042-002-007	646 North Fayston Road	Title 390, Part 511, Section 511.1.A.(1) – Event damage did not create an imminent threat to the property.
5042-004-008	694 North Fayston Road	Inundation issues are outside the scope of the EWP program.
5042-004-009	168 High Bridge Hill Road Ext.	Groundwater issues are outside the scope of the EWP program.

NRCS does not have the authority to provide EWP assistance for sites that are determined to be ineligible.

If you have additional questions, please contact Michel Lapointe, Vermont EWP Program Manager at

Natural Resources Conservation Service

94 Harvest Lane, Suite 203 – Williston, VT 05495-8997

Voice 802-497-5977 Fax 855-794-3678

An Equal Opportunity Provider, Employer and Lender

802-497-5977.

Sincerely,

Robert Thompson
State Conservation Engineer
USDA-NRCS, Vermont
(802)951-6796 x232

cc: Travis Thomason, State Conservationist
Michel Lapointe, Civil Engineer & EWP Program Manager

Natural Resources Conservation Service

94 Harvest Lane, Suite 203 – Williston, VT 05495-8997
Voice 802-497-5977 Fax 855-794-3678

An Equal Opportunity Provider, Employer and Lender



October 27, 2023

Town of Waitsfield
4144 Main Street
Waitsfield, VT 05673

Re: EWP 5042 Funding for Eligible Project

Dear J.B. Weir:

This letter is to notify the Town of Waitsfield that the eligible project in Waitsfield was funded on November 4, 2024.

The next step is for the Town of Waitsfield, the Sponsor, to complete and submit a grant application to NRCS. The grant application guidance and forms will be attached to the same email this letter is attached to.

SAM.gov Registration

Sponsors must have an active registration in [SAM.gov](https://www.sam.gov), System Award Management, until the grant agreement is closed.

A search of SAM.gov shows the Town of Waitsfield registration, Unique Entity Identifier (UEI) KJCLKHNSFKW8, expires on January 3, 2025.

Sincerely,

MICHEL LAPOINTE

Digitally signed by MICHEL
LAPOINTE
Date: 2024.12.22 13:43:20 -05'00'

Michel Lapointe, P.E.
Civil Engineer

cc: Travis Thomason, State Conservationist
Bob Thompson, State Conservation Engineer



Emergency Watershed Protection (EWP) Program Grant Application Guidance

The EWP program cannot reimburse expenses incurred prior to the date an agreement between NRCS and a Sponsor has been fully executed. An executed EWP agreement is how EWP funds are obligated for a project.

If the Town of Waitsfield plans to move forward with implementing repairs to their eligible EWP project, you will need to complete the grant application forms and submit them to NRCS. The email this document was attached to also contains a Zip file that contains the required EWP 5042 grant application forms.

Grant Application Forms

Notes: Grants.gov fillable forms do not like to work when they are opened in a web browser. I recommend you save the files to your hard drive; open the Adobe program you use and click File > Open then browse to and open the form.

Documents with a signature block must have an inked or digital signature. A typed signature will not be accepted.

1. FPAC-GAD-9 Applicant Contact Information

- All fields in blocks 1 to 8 must be completed.
 - Block 8 can be used to enter an alternate for a role.
 - One person can be listed for multiple roles.
 - The person listed as Signatory Official must sign the forms that require a signature.

2. Certification Regarding Lobbying

- Complete and sign.

3. SF-424 Application for Federal Assistance

- Block 1 – Has been prefilled.
- Block 2 – Has been prefilled.
- Block 3 – Enter date you sign the form.
- Blocks 4, 5a, 5b, 6, 7 – Leave Blank
- Block 8 – Enter your information.
 - Block 8d– Enter 9-digit Zip/Postal Code.
 - If the +4 does not exist for your address, enter "0000".
- Block 9 – Select the type of entity the municipality is.
- Block 10 – Has been prefilled.
- Block 11 – Has been prefilled.
- Block 12 – Leave Blank
- Block 13 – Leave Blank
- Block 14 – Leave Blank
- Block 15 – Has been prefilled.
- Block 16 – Has been prefilled.

Emergency Watershed Protection (EWP) Program Grant Application Guidance

- Block 17 – Proposed Project Start and End Dates:
 - Start Date – Enter a date that is about one week after the date you sign the application.
 - End Date – Enter a realistic date for completing the project in 2025.

EWP Manual 511.11 D Assistance time

EWP policy sets the timeline for EWP Recovery project completion at 220 days from the date a project is funded. If needed, waivers can be requested to extend this timeline.

With winter upon us, it is unlikely that the Waitsfield EWP 5042 project will be completed by June 12, 2025.

- Block 18 – Estimated Funding (\$)
 - a. Federal = 75% of the DSR Estimated Cost of Construction + Sponsor's Estimated Administrative and Engineering expenses.
 - Should match SF-424C Budget.
 - b. Applicant = 25% of the DSR Estimated Cost of Construction.
 - c. State = \$0.00
 - d. Local = \$0.00
 - e. Other = \$0.00
- Block 19 – Has been prefilled.
- Block 20 – Yes or No check box must be checked.
- Block 21 – Must be checked if statement is true.
 - Authorized Representative is the person listed as Signatory Official on the FPAC-GAD-9 form.
 - Date and sign the form.

4. SF-424C Budget Information – Construction Programs

Technical Assistance (TA) Expenses

TA is reimbursed at 100%, up to maximum allowed by EWP agreement.

- Block 1 – Enter your estimated administrative expenses if you plan to submit a reimbursement request for those expenses.
 - NRCS Typically caps these expenses is 2.25% of the DSR Estimated Construction Cost.
- Block 5 – Estimated Engineering expenses = \$0.00.
 - NRCS currently plans to provide the designs for EWP 5042 projects.
 - If NRCS's preliminary investigation result in the need for skills which we do not have in house, we will contact the Town of Waitsfield to discuss amending the agreement to add TA funding to cover engineering expenses.
 - NRCS typically caps these expenses at 7.75% of the DSR Estimated Construction Cost.

5. SF-424D Assurances – Construction Programs

- Complete and sign.

**Emergency Watershed Protection (EWP) Program
Grant Application Guidance**

Grant Application Budget

Financial Assistance (FA) Funds – Construction Expenses

- The grant application budget is based on the Damage Survey Reports (DSR) Estimated Construction Cost developed by NRCS when we completed the DSR.

VT Local DSR Number	Location	Proposed Remediation	DSR Estimated Construction Cost	NRCS FA Cost Share 75%	Sponsor Share 25%
5042-002-004	516 North Fayston Road	Streambank Protection Armor 330 feet of streambank with 5-foot-high x 4-foot-thick riprap.	\$132,188.00	\$99,141.00	\$33,047.00



EMERGENCY WATERSHED PROTECTION PROGRAM

Overview

The U.S. Department of Agriculture's Natural Resources Conservation Service (NRCS) administers the Emergency Watershed Protection Program (EWPP) which responds to emergencies created by natural disasters. It is not necessary for a national emergency to be declared for an area to be eligible for assistance.

The EWP Program is a recovery effort aimed at relieving imminent hazards to life and property caused by floods, fires, windstorms, and other natural disasters. All projects must have a project sponsor.

NRCS may bear up to 75 percent of the eligible construction cost of emergency measures (90 percent within limited-resource areas as identified by the U.S. Census data). The remaining costs must come from local sources and can be in the form of cash or in-kind services.

Type of Work Authorized

EWP is designed for installation of recovery measures to safeguard life and property as a result of a natural disaster. Threats that the EWP Program addresses are termed watershed impairments. These include, but are not limited to:

- debris-clogged waterways,
- unstable streambanks,
- severe erosion jeopardizing public infrastructure,
- wind-borne debris removal, and
- damaged upland sites stripped of protective vegetation by fire or drought.

The program can include purchasing floodplain easements. These easements restore, protect, maintain, and enhance the functions and values of the floodplain, including associated wetlands and riparian areas. They also conserve natural values including fish and wildlife habitat, water quality, flood water retention and ground water recharge, as well as safeguard lives and property from floods, and the results of erosion.

EWP work is not limited to any one set of prescribed measures. NRCS completes a Damage Survey Report which provides a site-by-site investigation of the work and measures necessary to protect life and property from additional flooding and soil erosion. NRCS will only provide funding for work that is necessary to reduce applicable threats. Should sponsors want to increase the level of protection, the sponsor will be responsible for paying 100 percent of the costs of the upgrade and additional work.



Due to extreme rainfall on October 31, 2019, Lewis Creek in the Town of Bristol, Vermont, had extensive flood flows which caused bank erosion that endangered a two garage and residence.

Eligibility

Public and private landowners are eligible for assistance, but must be represented by a project sponsor.

Sponsors include legal subdivisions of the State, such as a city, county, general improvement district, conservation district, or any Native American tribe or tribal organization.

Sponsor's Obligations

Sponsors are responsible for:

- providing land rights to implement repair work
- securing all necessary permits
- furnishing the local cost share
- accomplishing required works of improvement to remove the imminent threat to life and property
- performing any necessary operation and maintenance



After EWP repairs, the streambank has been stabilized to prevent further bank erosion and danger to the buildings.

Criteria for Assistance

All EWP works of improvement must reduce threat to life and property; be economically, environmentally, and socially defensible; and be technically sound.

Property is defined as any artificial structure permanently affixed to the land such as, but not limited to: houses, buildings, roads, utilities, structures, dams. Standing timber, orchards, growing crops, other agronomic crops are not considered property under the EWP Program.

How Do I Obtain Assistance?

If your land has suffered severe damage that may qualify for the EWP Program, you should contact your local NRCS office and request assistance. City, county, state governments, flood and water control districts, and soil and water conservation districts are the most common sponsors of EWP projects. More information is available from NRCS offices throughout the United States and the Caribbean and Pacific Islands areas.

Emergency Watershed Protection Cost Share

The NRCS contribution toward the implementation of emergency measures may not exceed 75 percent of the construction cost, including work done to offset or mitigate adverse impacts as a result of the emergency measures.

However, if NRCS determines that an area qualifies as a limited resource area, the Federal contribution toward the implementation of emergency measures may not exceed 90 percent of the construction cost of such emergency measures.

NRCS may provide technical assistance as services and/ or funds to plan, design, and contract the emergency measures, subject to an agreement between NRCS and the Sponsor.

Purpose	Installation / Construction	Engineering / Technical Assistance	Real Property Rights
Emergency Watershed Protection	Not to exceed 75 percent, or 90 percent for limited resource areas	Not to exceed 100 percent	\$0

More Information

This fact sheet is for informational purposes only; other restrictions may apply. For more information contact:

Michel Lapointe
 Vermont EWP Program Manager
 Natural Resources Conservation Service
 94 Harvest Lane, STE 203
 Williston, VT 05495-8997
 michel.lapointe@usda.gov
 802-497-5977

1 **TOWN OF WAITSFIELD, VERMONT**

2 **Selectboard Meeting Minutes**

3 **Monday, January 20, 2025**

4 **Draft**

5
6 **Members Present:** Chach Curtis, Fred Messer, Christine Parisi, Brian Shupe, Larissa Ursprung

7 **Staff Present:** None

8 **Others Present:** Nancy Coombs (Cemetery Commission), Misha Golfman (Mad River Path
9 Association), AnnMarie Harmon (Wait House Commission), Robin McDermott (Cemetery
10 Commission), Mark Peal (Cemetery Commission), Mac Rood (Mad River Path Association)

11
12 **I. Call to Order:** The meeting was called to order at 6:30 pm by Christine Parisi. The meeting
13 was held in person at the Waitsfield Town Office and remotely via Zoom.

14
15 **1. Review agenda for addition, removal, or adjustment of any items per 1 VSA 312(d)(3)(A).**

16 No changes were made to the agenda.

17
18 **2. Public Forum.**

19 AnnMarie Harmon, Chair of the Wait House Commission, spoke in support of the Town
20 budgeting funds for repair and maintenance work on the building, particularly for the needed
21 roof restoration.

22
23 **II. Regular Business.**

24
25 **1. Cemetery Commission.**

26 Mark Peal, Robin McDermott, and Nancy Coombs were present to provide information
27 regarding the Town's cemeteries. They explained that the trust which funds the cemetery
28 upkeep provides disbursement that fluctuate between \$0 and \$20K per year, and also reviewed
29 the income provided through lot sales and burials. A main concern of the Commissioners is the
30 ability to pay the current Sexton a suitable wage; they noted that the person currently filling
31 the role has not had a raise in years – their current salary of \$26K for the seven months' work
32 they perform each year comes to about \$37.52/hour. Job responsibilities include cemetery
33 care, burials, repairs, and other duties. It was noted that a property management firm would
34 charge \$75/hour, and the Commissioners would like to compensate the Sexton at a rate of \$50-
35 \$60/hour. They indicated that the Trustees have committed to providing a minimum of \$20K
36 for the coming year, and that they are requesting that the Town contribute \$15K, which would
37 enable a salary of \$50/hour. It was also explained that there are repairs to be completed,
38 including fencing and tree replacement, for which \$5K is budgeted annually. Commissioners
39 also explained that they would be requesting financial support from the Town annually, in
40 order to help provide regular salary increases going forward.

41 Ms. Parisi spoke of the need to work with the Trustees to better understand the trust
42 complexities and work to create a policy regarding investments and related logistics, but noted
43 that this topic is not on the agenda at this point.

44 Board members thanked the Commissioners for their report, and indicated that they would
45 discuss the request during budget conversations.

46 **2. Ethics Commission update.**

47 It was explained that a training must be attended every three years, with current Board
48 members having until late September 2025 to complete their initial training, and new members
49 needing to do so within 120 days of becoming a Board member. This applies to Selectboard
50 and DRB members at this point.

51 **3. Wastewater update.**

52 Joshua Schwartz was unable to attend the meeting, and Mr. Curtis provided an update on the
53 Wastewater Project. He indicated that the final design work is in progress, with topographical
54 mapping, a layout of the collection system, and other factors being outlined and completed. A
55 submittal of archeological findings is being prepared, as is an application for an Indirect
56 Discharge Permit. Conversations with parcel owners regarding both connections and needed
57 easements are ongoing.

58 Mr. Curtis pointed to the summary of funding provided in Mr. Schwartz's written report,
59 highlighting that applications for different programs have either been submitted or are in the
60 process of being drafted. Due dates for the applications range from the coming weeks to six
61 months out. Mr. Curtis also noted that a \$14M construction loan has been awarded, which will
62 not be accepted until other funding avenues have been fully explored.

63 **4. Brookfield Service contracts.**

64 It was noted that the Fire Station will contract for generator services through their propane
65 provider. The contracts under consideration by the Board were for the Town Office, the
66 Elementary School, and the Water System. Details were outlined and budgeted amounts
67 confirmed.

68 **MOTION:** *Mr. Shupe made a motion to approve the three contracts with Brookfield Service for*
69 *generator services. The motion was seconded by Ms. Ursprung, and passed unanimously.*

70 **5. Mad River Path lease follow up.**

71 It was agreed that the storage charges for the pass-through area of the outer building will be
72 minimal and split between the Mad River Path and Friends of the Mad River, those charges will
73 be confirmed.

74 The matter of e-bike storage and charger locations was discussed; Board members noted that
75 they are not opposed to this, but consultation will be required regarding the location,
76 particularly as the outer building will be either worked on or taken down at some point going
77 forward.

78 Mr. Messer noted that the fire doors must be consistently kept closed, as pointed out in a
79 previous meeting.

80 **6. Budget.**

81 Mr. Curtis reviewed the Capital Budget, which he had been updating. There was an extended
82 conversation regarding the best approach for making use of the undesignated fund balance,
83 particularly the portion of the confirmed amount that might be allocated while still leaving
84 several months of expenses available as undesignated, in accordance with the Town's related
85 policy. Mr. Curtis explained that the proposed FY26 allocations to Reserve funds have been
86 outlined during this year's budget discussions at \$617K, up from the \$611K allocated for the
87 current FY25 budget. He proposed lowering that amount to \$522K through the use of
88 undesignated funds for purchasing some specific items and paying for a portion of the paving
89 projects anticipated in the coming year. Ms. Parisi explained that the Board is always
90 attempting to keep the tax rate as steady as possible, which would indicate that Reserve
91 allocations be kept level or increased steadily in order to provide for the needs outlined in the
92 Town's Capital Improvement Plan. She emphasized that there will consistently be paving
93 needs, and with costs regularly increasing, proposed that the amount allocated for the Paving
94 Reserve be \$205K, although indicated that the amount allocated might include a transfer of
95 undesignated funds. Other specific purchases discussed were a chipper and a pickup truck,
96 both Road Department needs; the chipper proposed as a FY25 purchase using undesignated
97 funds and the pickup truck moved up a year in the plan, to be purchased in FY26 using Reserve
98 funds.

99 Also discussed was using some of the undesignated funds to fund repairs at the Wait House,
100 covering roofing and painting needs. Ms. Ursprung spoke of the benefit that would be provided
101 were the Wait House Commission to form a relationship with a non-profit, through which there
102 may be eligibility for a broader number of grant opportunities.

103 Other possibilities for the use of undesignated funds were discussed, including a contribution to
104 a new Road Department Facilities Reserve to support the development of a new Town Garage,
105 and a Maintenance and Repair Reserve for the Town Office. It was noted that a Maintenance
106 Plan also needs to be developed for the Town Office building.

107 Other budget points made included:

- 108 • Town Administrator salary will be discussed in Executive Session
- 109 • Fire Department capital needs will not be addressed through the use of undesignated funds
110 for purchases, due to the relationship with Fayston for these expenses
- 111 • Provision of \$15K for the Town Cemetery Commission
- 112 • Allocation of \$340K for various Road Department Reserve funds
- 113 • Allocation of \$12,500 for smaller reserves, such as Lareau Park, sidewalk work, etc.
 - 114 ○ Mr. Curtis proposed reducing these and putting a larger amount into the covered
115 bridge reserve fund
- 116 • Conservation Commission reserves discussed – it was agreed that invasive species expenses
117 would be an annual allocation for direct use rather than passing through reserve - \$7500
- 118 • Agreed to put \$7500 in Wait House Reserve, which is the same as last year

119 A few points were made regarding anticipated revenues: Current Use receipts will likely
120 increase a little, solar tax credits to be received from the School District and Water System need
121 to be clarified, otherwise not much change is anticipated in Revenue lines.

122 It was noted that, should funds be needed for Meadow Road bridge work, the amount is likely
123 to be large enough to necessitate borrowing.

124 **MOTION:** *Mr. Shupe made a motion to approve the FY26 Waitsfield Town Budget in the*
125 *amount of \$2,795,116.00. The motion was seconded by Mr. Curtis, and passed unanimously.*

126 Mr. Shupe reviewed the Warning and individual Articles it contains, noting that an Article is
127 needed for the new Facilities Reserve and that there are two new special appropriation
128 requests that have been submitted for warning. There was some discussion regarding when a
129 petition should accompany such requests, particularly if the amount requested is above what is
130 typically provided for local organizations.

131 *Mr. Shupe temporarily left the meeting at this point.*

132 **7. Town Report options.**

133 Ms. Parisi explained that a contract is in place for the printing of the reports, and that Valerie
134 Capels has offered to assist with compiling the Report and preparing it for printing. Ms. Parisi
135 read the outline of Ms. Capels' proposal.

136 **MOTION:** *Mr. Messer made a motion to approve the proposal from Ms. Capels for work on this*
137 *year's Town Report. The motion was seconded by Ms. Ursprung, and passed unanimously.*

138 **8. Selectboard Roundtable.**

139 Mr. Messer mentioned a recent meeting held at Harwood for those involved in local Emergency
140 Management, noting that schools are now required to integrate their emergency operations
141 with local Towns.

142
143 *Mr. Shupe returned to the meeting at this point.*

145 **9. Executive Session.**

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

148 The meeting entered Executive Session at 8:44 pm and returned to open session at **xxx** pm.

149

150 **III. Other Business**

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

152 **IV. Adjourn**

153 The meeting adjourned at **xxx** pm.

154 Respectfully submitted,
155 Carol Chamberlin, Recording Secretary

1 **TOWN OF WAITSFIELD, VERMONT**
2 **Selectboard Meeting Minutes**
3 **Monday, January 27, 2025**
4 **Draft**
5

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

7 **Staff Present:** None

8 **Others Present:** Alice Peal
9

10 **I. Call to Order:** The meeting was called to order at 6:30 pm by Brian Shupe. The meeting was
11 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 An item related to a grant opportunity for Meadow Road bridge work was added; approval of
15 the Minutes was removed from the Consent Agenda.
16

17 **2. Public Forum.**

18 Nobody present requested time to address the Board.
19

20 **II. Regular Business.**

21 **1A. Meadow Road Bridge Grant Opportunity**

22 Ms. Peal explained that she has been working with Keith Cubbin (CVRPC) to identify grant
23 opportunities for Meadow Road bridge repair needs; the first step in this process will be a study
24 and design work, determining if repair or replacement is the most suitable option. Two quotes
25 had been received for the study work, one of \$210K and one for \$235K. Other bid requests are
26 outstanding, and it is unknown if further quotes will be provided. Ms. Peal indicated that there
27 is a federal Rural and Tribal Assistance Pilot Program for which the Town would qualify; the
28 grant is designed to provide assistance for this type of infrastructure repair work, and has no
29 match requirement. The application period opens in February, and grants are awarded on a
30 first come, first served basis. She and Mr. Cubbin are suggesting that the RPC apply for the
31 grant on the Town's behalf, and include administrative costs in the expenses to provide for the
32 RCP serving as the grant manager. They propose requesting a total of \$235K.
33

34 **MOTION:** *Mr. Messer made a motion to authorize Mr. Cubbin to move forward with the grant*
35 *application to the Tribal Assistance program in the amount of \$235K. The motion was seconded*
36 *by Mr. Curtis, and passed unanimously.*
37

38 **1. Approve TMD Budget Warning and Articles.**

39 Mr. Shupe outlined the Budget Warning and other Articles included in the Town Meeting
40 Warning, all of which had been discussed and agreed upon during previous meetings.

41 **MOTION:** *Mr. Messer made a motion to approve the Warning as presented. The motion was*
42 *seconded by Mr. Curtis, and passed unanimously.*

43 **2. Selectboard report Planning.**

44 Mr. Shupe noted that the Town Report is coming together, and that most of the staff and
45 various committees have submitted their individual updates. He indicated that he has begun to

46 work on the Selectboard report, and that the budget report will likely not include as much
47 detail this year as it has in the past. Mr. Curtis will review the budget slide presentation from
48 last year and update that for use during Town Meeting. JB Weir has been asked to provide
49 some photos for the report.

50 The Report's dedication was discussed, and it was agreed that a recognition and thank you to
51 several individuals would be appropriate.

52 **3. Town Meeting Day Planning.**

53 As noted during the preceding discussion, the budget report and slide presentation will be
54 updated for the FY26 budget; Mr. Shupe will also review the talking points presented by the
55 Town Administrator in past years and get those updates.

56

57 **4A. Approval of Minutes**

58 The minutes of January 13, 2025 were amended and approved.

59

60 **4. Consent Agenda.**

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

62

- 63 • Approve Warrants and Bills Payable

64

65 **5. Selectboard Roundtable**

66 Ms. Ursprung reported that the Selectboard had received information regarding a survey being
67 conducted by CVMC regarding local health services; she will post the link on Front Porch Forum
68 for others to access.

69 **6. Executive Session.**

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

72 The meeting entered Executive Session at 7:14 pm and returned to open session at 8:11 pm.

73

74 Upon exiting Executive Session, the Board took the following action:

75 **MOTION:** *Mr. Messer made a motion to authorize Town Road Foreman Josh Rogers to make an*
76 *offer to Conner Bilodeau for the available Road Crew position. The motion was seconded by Ms.*
77 *Ursprung, and passed unanimously.*

78

79 **III. Other Business**

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

81 **IV. Adjourn**

82 The meeting adjourned at 8:12 pm.

83 Respectfully submitted,

84 Carol Chamberlin, Recording Secretary