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**TOWN OF WAITSFIELD, VERMONT**  
**Selectboard Meeting Minutes**  
**Monday, October 24, 2022**  
**Draft**

**I. Call to Order:** The meeting was called to order at 6:30 pm by Christine Sullivan. The meeting was held in person at the Waitsfield Town Offices and remotely via Zoom.  
Members Present: Chach Curtis, Fred Messer, Brian Shupe, Christine Sullivan (Chair)  
Staff Present: Annie Decker-Dell’Isola, Town Administrator; Sandy Gallup, Treasurer  
Others Present: Laura Arnesen (Mad River Rec), Barb Clayton, Eric Friedman (MRV Chamber of Commerce), Anthony Italiano (MRVTV), Cheryl Kingsbury, Alice Peal (Planning Commission), Ross Saxton (Mad River Path), Tom Spencer (Steward MRV)

**II. Regular Business.**

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

No adjustments were made to the agenda.

**2. Public Forum.**

Nobody present requested to speak during public forum.

**3. FY23 Quarter 1 Budget Update and FY22 Audit Summary.**

Sandy Gallup presented the Town’s Audit Report, clarifying some of the financial information and noting that once again the Audit had received an ‘unqualified opinion,’ indicating that no problems were found in the audit materials. Ms. Gallup explained some of the overages and savings realized and answered questions from Board members, who thanked her for her exemplary work.

She then provided a budget update, going over some yearly comparisons, reserve information, and grant money impacts; and noting that there was nothing unexpected to report.

**4. Steward MRV Update.**

Eric Friedman and Tom Spencer provided a report on the success of this year’s Steward MRV efforts, noting that the program has grown from 6 to 20 volunteers and expanded the number of sites covered. They anticipate seeing increased activity again next year, and Mr. Friedman noted that some additional funding will be sought from each town, with the hope that Moretown will also begin participating.

**5. Mad River Path Flemer Field Kiosk update.**

Ross Saxton presented the most recent version of the signage planned for a kiosk at the Flemer Field. He explained that the intent of the sign is to raise awareness of the field’s accessibility, and indicated that grant funding had been received from several sources to cover most of the cost of the sign’s manufacture. It was confirmed that the zoning fee has been waived for this kiosk.

It was agreed to alter the sign’s text to read ‘fruit’ rather than ‘apple’ trees.

48 The placement location was discussed, and it was agreed that the most appropriate place for the  
49 kiosk is at the end of the sidewalk on Old County Road. Ms. Decker-Dell'Isola will ensure that a  
50 new e911 address is created if necessary.

51

52 **MOTION:** *Mr. Shupe made a motion to approve the sign design with the change discussed and*  
53 *in the location decided upon after final approval by the Town Administrator. The motion was*  
54 *seconded by Mr. Messer. All voted in favor.*

55

#### 56 **6. MRV Recreation Hub Multi-Use Path (Pedestrian Path) Update and next steps.**

57 Information received from VTrans indicated that they would approve a trail crossing but not a  
58 pedestrian crosswalk at the southern end of the proposed route from the Rec Hub to Irasville.  
59 The trail crossing would not include pavement markings and as such there would not be a  
60 requirement for vehicles to yield.

61

62 Laura Arnesen and Ross Saxton indicated that the final grant agreement with the Department of  
63 Forests, Parks, and Recreation (FPR) has not yet been signed, and that there is currently a  
64 window for making changes. Ms. Arnesen has contacted FPR regarding using some of the  
65 funding provided to create a path using the Fiddler's Green route as an alternative to the  
66 proposed route along Route 100, but has not yet received a response. She and Mr. Saxton both  
67 stated their preference for the route along Route 100, as they believe that the longer route  
68 through Fiddler's Green will not be used by many of those wishing to travel from the Hub to  
69 Irasville. Mr. Saxton also indicated it is unclear how to navigate to sidewalks from the cemetery  
70 end of this route.

71

72 Ms. Decker-Dell'Isola recommended that any further contemplation of the route along Route  
73 100 be deferred until VTrans completes the upcoming work to plan for any reconfiguration of  
74 the Route 100/Route 17 intersection as the project has proven to be more complex than originally  
75 thought.

76

77 Mr. Shupe offered to recuse himself from this discussion due to the location of his property  
78 along the potential Fiddler's Green route; no other Board members felt this was necessary.

79

80 Board members agreed that the proposed path along Route 100 as proposed may not be the safest  
81 option and did not think that a longer route through Fiddler's Green would be ignored by  
82 potential users if adequate signage and education were used. They pointed out that a different  
83 route than that proposed would still meet the connectivity goals of the grant awarded.

84

85 **MOTION:** *Mr. Shupe made a motion to pursue the pedestrian connection alignment proposed*  
86 *by the Mad River Path Association from Irasville south along Route 100 as part of the Route 100*  
87 */Route 17 intersection scoping study with VTrans and encourage Mad River Path, through the*  
88 *VOREC grant, to look at alternative ways to access Irasville at this time. The motion was*  
89 *seconded by Mr. Curtis. All voted in favor.*

90

#### 91 **7. Planning Commission Bylaw Modernization Grant consultant recommendation.**

92 Alice Peal was present to report that the PC voted to recommend that SE Group, one of three  
93 applicants, be offered a contract to complete the Bylaw Modernization Grant work.

94

95 **MOTION:** *Mr. Messer made a motion to authorize the Planning Commission (Bylaw*  
96 *Modernization Subcommittee) to proceed with contract negotiations with the SE Group to*  
97 *complete the Bylaw Modernization project. A final contract will be brought back to the*  
98 *Selectboard for final review and approval. The motion was seconded by Mr. Curtis. All voted in*  
99 *favor.*

100

#### 101 **8. Review constable job description and Enforcement Ordinance.**

102 A draft job description had been provided by VLCT, which is very comprehensive, and it was  
103 suggested that it might be tailored for any likely candidates. Ms. Decker-Dell’Isola indicated  
104 that review by the Town’s attorney would provide feedback regarding which aspects were  
105 critical to the position. Mr. Messer noted that it was important that duties include assistance to  
106 other town officers for enforcement actions. It was noted that there will not be a town vehicle  
107 available and that this work will be complementary to the current contract with the Sherriff’s  
108 Department.

109

110 Regarding the Town’s Enforcement Ordinance, Ms. Decker-Dell’Isola will check with the  
111 Town’s attorney regarding what should be specific to the constable job duties and what should  
112 be included regarding identification of which personnel is responsible for which types of  
113 enforcement. She will bring a draft with any recommended changes to the Board for review at  
114 an upcoming meeting.

115

116 Ms. Decker-Dell’Isola reminded the Selectboard that another pending step is to contact the  
117 Warren Selectboard regarding cost-sharing as proposed.

118

#### 119 **9. Town Administrator/Selectboard Work Plan check in.**

120 It was agreed that, regarding the upcoming Town Garage project, a scoping study is what has  
121 been budgeted for the current year and that work should be completed before bringing any  
122 project to the voters for a bond.

123

124 It was agreed that General Waite House assessment should proceed as quickly as possible.

125

126 Ms. Decker-Dell’Isola confirmed that VTrans is awaiting a response regarding placement of the  
127 speed radar sign before the RRFBs at WES will be installed and confirmed that the East Warren  
128 culvert work is still scheduled for early summer 2023.

129

#### 130 **10. Consent Agenda.**

131

132 **MOTION:** *The minutes were amended, and a motion to approve the consent agenda, consisting*  
133 *of the items listed below, passed unanimously.*

134

- 135 • Approval of the Minutes of October 10, 2022.
- 136 • Bills Payable and Treasurer’s Warrants.
- 137 • Old Country Road Halloween road closure request (Cheryl Kingsbury)
- 138 • Consider Wastewater and Water Committee appointment – AnnMarie Harmon
- 139 • Water Commission appointment – Brian Shupe
- 140 • WFFD Extractor site plan and permitting contract with Grenier

141

142  
143 **11. Selectboard Roundtable**  
144 Mr. Curtis provided an update on the upcoming Wastewater Study presentation, noting that work  
145 had been completed to simplify the Dubois & King slides for providing an overview to the  
146 public.

147 It was noted that Bridge Street benches will be moved into storage over the weekend.

148 Mr. Messer noted that at-home Covid tests will be available for distribution shortly.

149 Mr. Messer reported that there have been five recent dog incidents, including one on the school  
150 bus, and that it will be helpful to have a constable to issue fines.

151 Mr. Messer reported that there are currently emergency management grant funds available, and  
152 that he plans to submit requests to cover a defibrillator for the Town Office building and for the  
153 purchase of large maps to be placed at the Town Office, Fire Station, and MRVAS building in  
154 the event they are needed for monitoring of a town-wide incident.

155 Mr. Messer raised the issue of updating the Dog Ordinance, particularly to put a stricter leash  
156 law in place, as people have a loose interpretation of ‘under verbal command.’ He offered to  
157 begin work on this revision.

158 Ms. Sullivan noted that the MRVPD tri-town meeting has been scheduled for January 12, 2023.

159 Ms. Sullivan noted that a group may be forming to address needs at the Skatium.

## 160 **12. Town Administrator’s Updates**

161 Ms. Decker-Dell’Isola highlighted items from her written report.

162 She noted that VLCT had completed a review of the Cemetery Commission’s financial  
163 information, and their response indicated that further review by the Town should be completed.

164 Ms. Decker-Dell’Isola recommended that a subcommittee complete this work, and it was agreed  
165 that she will work with Ms. Sullivan and Mr. Curtis on this task.

## 166 **13. Executive Session**

167 **MOTION:** A motion to enter Executive Session pursuant to 1 V.S.A. § 313 (a) (3) [Personnel]  
168 and 1 V.S.A. § 313 (a) (2) [Real Estate] was made by Mr. Shupe. The motion was seconded by  
169 Mr. Messer. All voted in favor.

170  
171 The meeting entered Executive Session at 8:30 pm and returned to open session at 9:10 pm

172  
173 No further action was taken.

## 174 175 **III. Other Business**

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

## 177 **IV. Adjourn**

178 The meeting adjourned at 9:10 pm.

179 Respectfully submitted,  
180 Carol Chamberlin, Recording Secretary