



**Town of Whitingham  
Office of the Selectboard**

**MINUTES OF JANUARY 8, 2025**

*These Minutes are considered a DRAFT until accepted into the public record (with any corrections noted) at a future meeting of the Whitingham Selectboard.*

The Whitingham Selectboard held a regular meeting at 6:30pm in the Selectboard office of the Whitingham Municipal Center on Wednesday, January 8, 2025.

Selectboard members present: Scott Reed, Chair; James Weber, Vice Chair; Lyman (Skip) Tefft, Jr., and Travis Wheeler.

Others present: Gig Zboray, Selectboard Administrator; Almira Aekus, Clerk/Treasurer; Larry Davis, Transfer Station Attendant; Dave Allen, Casella; Jess Rizzio, MSK Engineers; Alyssa Sabetto, WRC (attended remotely)

**Call to Order. Additions or Changes to Agenda**

Scott M. Reed called the meeting to order at 6:30pm.

**Hearing of Visitors for concerns not on the agenda** none

**Transfer Station**

Meet with Casella to discuss compactor(s) Recycling compactor: Dave Allen noted they will have to modify a less than 2-year-old compactor to replace the current (very old one) for the recycling. Because the failure of the recycling compactor is theirs, they are paying for the hauling until the replacement is installed.

Our garbage compactor needs repairs also. A thorough evaluation/estimate was provided. If we do nothing else, they highly recommend we replace all the hoses. They provided an ESTIMATE, it is not a proposal. Low end \$13,175, high end \$22,030. We could buy a used machine for about the same money, but the install would be expensive.

We could rent a compactor for the trash like we do with recycling. No matter if we fix our compactor, rent or buy a new one, they will have to install a gated switch to meet OSHA compliance. An emergency switchover could take about 3 months for the installation. Warranty labor 36 months. Parts 3 years. Rebuilt piston would have no warranty.

Mr. Allen will put together a lease option for the garbage compactor and the board will make a decision on that at a later date.

Review and sign contract extension for electronics recycling **A motion was made by James Weber to approve the electronics recycling contract extension and appoint Scott Reed to sign it, seconded by Travis Wheeler, all in favor.**

**Highway:**

annual temporary change of traffic patterns for fishing derby

**A motion was made by Scott Reed to allow the following traffic changes for the annual fishing derby:** *Beginning at 8am on Friday morning, January 24, 2025, to 8pm on Saturday, January 25, 2025 (bad weather/ice dates Friday, January 31, 2025, to Saturday, February 1, 2025) the following will be in force:*

*Sadawga Lake Road from Town Hill Road to Kentfield Road will be One Way Vehicular Traffic (north to south).*

*The second lane of Sadawga Lake Road will be reserved for parking.*

*Head of Pond Road will be open to include Recreational Vehicle travel.*

*It is anticipated that Recreational Vehicles will be in use on Maple Drive, Sadawga Lake Road, Kentfield Road to Head of Pond Road and on Head of Pond Road.*

**Seconded by Lyman Tefft, Jr., all in favor.**

Review and sign annual Certificate of Highway Mileage: There were no changes to our highway mileage. The board reviewed the Certificate. **A motion was made by James Weber to approve and sign the document, seconded by Scott Reed, all in favor.**

**Hazard Mitigation: culvert design decisions:**

Jess Rizzio of MSK Engineers presented a few design options for the culvert at the Municipal Center. The board determined they want a 3-sided culvert, do away with the green space near the sidewalk so the fire trucks have more turning radius, change the curb cut so the trucks can turn easier. They preferred the galvanized steel tubing/concrete combination (VTrans Standard detail S-352A) for the guard rail; perhaps we can get "Town of Whitingham" stamped into the concrete. They would like the outlet end wingwalls to be stamped concrete to make it look like stacked rock. They approved the Verti-Block option for the walls along the northern side of the culvert. On the building side of the stream - top the Verti-Block with 6" cap and have galvanized steel railing on top. The pre-bid meeting should be mandatory for contractors who wish to bid on the project. The bid documents should be ready by early March.

**Historical Society: repairs needed to structures and grant award**

Gig worked with the Historical Society to apply for a grant from the Vermont Division of Historic Preservation (VDHP) to help defray the cost of repairs needed. We won! That grant will cover 50% of the cost to repair the slate roof on the main structure, remove the asphalt shingles on the front porch and replace them with slate, some minor rot repair on exterior siding and trim, repair water damaged ceiling over stage, reglaze and paint all windows, do repairs needed on the cupola/bell tower. The estimated cost of these repairs is \$22,050, the

grant will pay \$11,025 and the town must pay the local match. There is plenty of funding in the “grant match fund” to cover this expense.

An estimate to paint the exterior of Green Mountain Hall and the #9 School House is \$36,000. The board would like an article on the Warning for Town Meeting to ask the voters for \$40,000 for improvements to the Historical Society buildings.

**Budget work**

The board reviewed the draft 2025/26 budget and the draft Warning for Town Meeting. These documents will have to be approved, and the Warning signed at the next meeting (January 22). By law the first day to post the warning and notices is Thursday, January 23, last day is Sunday, February 2. The last day to distribute Town Report is Saturday, February 22.

A Selectboard member heard that there will be a request from a voter to do away with the informational meeting to address questions related to the annual Town Report and answer the questions at Town Meeting. Gig noted that by law we are required to have the informational meeting.

**Appoint VT Ethics Committee liaison in accordance with Act 171 of 2024**

In order to comply with a new state statute, the Selectboard must appoint a liaison. The liaison must be a municipal employee or Selectboard member, who will receive information about ethics training and other communications from commission, and receive complaints filed with the state office regarding local municipal officials, track information, and log complaints. **A motion was made by James Weber to appoint Gig Zboray as the VT Ethics Committee liaison for the Town of Whitingham, seconded by Skip Tefft, all in favor.**

We are required to post the state written Municipal Code of Ethics on the town website, that is done. The state has drafted a model municipal complaint form – individual towns can decide if they want to accept anonymous complaints or not. The board said anonymous complaints will not be accepted. We can create our own ethics policy, but for now we will use the state version.

**Approval of Payables Warrant – January 9, 2025**

**A motion was made by Scott Reed to approve Payables Warrant #W2528, dated January 9, 2025, seconded by Skip Tefft, all in favor.**

**Approval of Payroll Warrant – January 9, 2025**

**A motion was made by James Weber to approve Payroll Warrant #W2527, dated January 9, 2025, seconded by Travis Wheeler, all in favor.**

**Review and approve Minutes of December 11, 2024**

**A motion was made by Scott M. Reed to accept the Minutes of December 11, 2024, as written, seconded by Skip Tefft, all in favor. There was no meeting on December 25th.**

### **Other business**

Resignation and appointment to the Housing Rehab Committee Almira Aekus is resigning from the Housing Rehabilitation Committee effective January 15, 2025. Mike Mandracchia has volunteered to take her position. **A motion was made by James Weber to appoint Mike Mandracchia to the Housing Rehabilitation Committee effective January 15, 2025, seconded by Travis Wheeler, all in favor.**

Money Market a CD matures in January, Ms. Aekus will put that balance into the investment account, just so all the funds (but one) are in one account, to make it easier for the next Treasurer. Those are collateralized.

Hiring Committee for Treasurer we have one volunteer so far. The board suggested Gig ask Seth Boyd, Aimee Reed, and Abbie Corse to join the Committee. James Weber will be the Selectboard representative on the board.

Sewer Project We received an email today from Matias, a VP at Kingsbury, who has taken over our project from Power. He attached a payment application requesting to close out retainage and remaining items. To Carl and Gig it sounded like he is done with the project. Gig, Carl and Matias had a meeting this afternoon. It wasn't Matias' intent to close out the project, he wants to collect funds owed to Kingsbury on the main contract. Carl is to provide all the information that Matias needs for a final change order to encompass all the remaining alternates by early next week. Matias will do whatever he needs to do, and we should have signed change order near January 22<sup>nd</sup>. Kingsbury can get some of that work done quickly; the collection system work needs to be done in nicer weather; the generators may take a while to procure.

### **Adjourn**

**A motion was made by James Weber to adjourn, seconded by Skip Tefft, all in favor.**

Scott Reed adjourned the meeting at 8:24pm.

Respectfully submitted,  
~Gig Zboray