



**Town of Whitingham  
Office of the Selectboard**

**MINUTES OF MARCH 4, 2026**

*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, March 4, 2026.

Selectboard members present: Scott Reed, Chair; James Weber, Vice Chair; Rick Gramlin; Craig Hammer; and Lyman (Skip) Tefft.

Others present: Gig Zboray, Selectboard Administrator; Mike Harris of Burke VT; Angel Colford, Liz Fournier, Sara Martin, Emily Barbieri, residents; Rachel Littlehale, Town Clerk.

Rachel Littlehale, Town Clerk arrived early to take the officers oath of Craig Hammer and Rick Gramlin.

**Call to Order. Pledge of Allegiance. Additions or Changes to Agenda**

Scott M. Reed called the meeting to order at 6:30pm and led the Pledge of Allegiance. Changes to the agenda were noted on the meeting copy. Items may be shuffled depending on when Mike Harris gets into the meeting.

**Annual reorganization:**

**Term Expires**

- Nominations for Chair and Vice Chair for year:

**SELECTBOARD CHAIR AND VICE CHAIR**

2027

**Rick Gramlin made a motion to appoint Scott M. Reed as Chair and James Weber as Vice Chair, no second is required, all in favor.**

- Annual Appointments of boards, committees, etc.

After review, a motion was made by Craig Hammer for the Selectboard to appoint the following positions for the term indicated, seconded by Scott Reed, all in favor (the gray *italics* positions were appointed in a prior year).

**ANIMAL CONTROL OFFICER**

*Doug Dix*

*Three-year term*

2028

**DEERFIELD VALLEY COMMUNICATIONS UNION DISTRICT REPRESENTATIVES**

Keith Thompson

Term expires 05/10

2027

Lauren Fitzpatrick

Term expires 05/10

2027

Scott Lewis

Term expires 05/10

2027

Phil Edelstein, alternate

Term expires 05/10

2027

<b>E-911 COORDINATOR</b>		
Marylee Putnam		2027
<b>ECONOMIC DEVELOPMENT GROUP</b>		
James Weber		2027
Sara Martin		2027
Emily Barbieri		2027
B.R. Delaney		2027
<b>EMERGENCY MANAGEMENT COORDINATOR</b>		
Vacant		2027
<b>EMERGENCY MANAGEMENT DIRECTOR</b>		
Gig Zboray		2027
<b>FIRE DEPARTMENT:</b>		
<b>Chief</b> – Stanley Janovsky, Jr.		2027
<b>First Assistant Chief</b> – Michael Stevens		2027
<b>Captains</b> – 1 <sup>st</sup> – Dennis Pike, 2 <sup>nd</sup> – David Briggs		2027
<b>Lieutenants</b> – 1 <sup>st</sup> – Sheldon Dix, 2 <sup>nd</sup> – Marshall Dix, 3 <sup>rd</sup> – James Weber		2027
<b>Chaplain</b> – James Weber		2027
<b>Training Officers</b> – Blake Janovsky		2027
<b>FIRE WARDEN</b> (State appointed)		
<i>Dennis Pike, Sr.</i>	<i>Term expires 06/30</i>	2028
<b>GRAND JUROR</b>		
Susan Cooke Johnson		2027
<b>GREEN UP DAY COORDINATOR</b>		
Susie Hanna		2027
<b>HEALTH OFFICER</b> (State appointed)		
<i>Gig Zboray</i>	<i>Term expires 10/31</i>	2028
<b>HOUSING REHABILITATION COMMITTEE</b>		
Michael Mandraccia		2027
Julie Muller		2027
<b>LEGAL COUNSEL</b>		
Fisher & Fisher Law Offices		2027
<b>LEGAL NEWSPAPER</b>		
Deerfield Valley News		2027
Brattleboro Reformer (alternate)		
<b>MEMORIAL DAY COMMITTEE</b>		
David Farrington		2027
Doug LaPlante		2027
Rick Gramlin		2027
<b>PARKS COMMITTEE</b>		
Seth Boyd		2027
Aysha Peltz		2027
Erin Lackey		2027
Carol Millett		2027
Lyndsay Bushey-Hasselback		2027

**PLANNING COMMISSION** (three-year terms)

<i>Bradford Lackey</i>	2029
<i>Peter Barus</i>	2027
<i>Keith Thompson</i>	2028
Joseph Saladino	2029
<i>Bryan Krastins</i>	2028

**TREE WARDEN**

Adam Buursma	2027
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**WINDHAM REGIONAL COMMISSION REPRESENTATIVES**

Jenepher Burnell	2027
Peter Barus	2027

**ZONING BOARD OF ADJUSTMENT** (three-year terms)

<i>Lyman Tefft</i>	2027
Troy Felisko	2029
<i>Marshall Dix</i>	2028
<i>Rick Gramlin</i>	2028
Amanda Pike	2029

**ZONING AND FLOOD PLAIN ADMINISTRATOR** (three-year term)

<i>Gig Zboray</i>	2027
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- Deerfield Valley CUD

**A motion was made by Scott M. Reed to appoint Keith Thompson as primary town representative on the DV CUD and when the form is available, any Selectboard member or Gig can sign the DV Fiber Resolution reflecting the DV CUD appointments made above, seconded by Craig Hammer, all in favor.**

- Set regular meeting day and time

**Scott M. Reed made a motion to continue regular meetings at 6:30pm every other Wednesday, seconded by James Weber, all in favor.**

- Set the bond amount

Certain officers and employees must provide a bond conditioned on the faithful performance of their duties. These include road commissioners, collectors of taxes, treasurers, clerks, assistant treasurers when appointed by the Selectboard, and any other officer or employee of the town authorized to receive or disburse town funds. 24. V.S.A. § 832. VLCT PACIF provides coverage to its member municipalities that meets the statutory requirement for bonding but is technically not a bond. **A motion was made by James Weber to set the bond amount at zero, noting that \$500,000.00 is covered by the VLCT policy, seconded by Skip Tefft, all in favor.**

- Annual review and adoption of Guide for Meeting Procedure

**A motion was made by James Weber to make the annual adoption of the Guide for Meeting Procedure for the Whitingham Selectboard as written, seconded by Skip Tefft, all in favor.**

**Appoint member to sign Warrants if meeting is cancelled for any reason during the next year**

**A motion was made by Craig Hammer to appoint any one Selectboard member to sign the payroll and payables warrants in the event of a meeting cancellation for any reason**

during the next year until annual reorganization in 2027, seconded by James Weber, all in favor.

**Hearing of visitors (for concerns not on the agenda)**

Sara Martin is concerned about what stipulations the state might make on the dot gov grant. What uses are allowed on a dot gov site? Will it prevent any of the website postings we currently do?

Angel Colford questioned how wages are decided? She wonders if it is just the job description. Ms. Martin again brought up the Selectboard Administrator's salary versus the Town Clerk's and suggested that the Selectboard Administrator should be an elected position. Mr. Gramlin noted that many of the employees have been working for the town for years and started at lower salaries and have grown into positions and shown their value. Mr. Hammer noted that he doesn't think any employee is underpaid.

**Highway:**

Mr. Janovsky is not available tonight.

**Transfer Station: compactor repairs and "hold to run" button**

On January 25, 2025, we met with Casella, a thorough evaluation/estimate was provided for the garbage compactor that we own. The estimate for repairs was between \$13,000 and \$22,000; we added money to the 25/26 budget for these repairs. At the time it was noted in the Minutes that if we did nothing else, Casella highly recommended that we replace all the hoses. The board is considering renting a compactor when ours no longer works. Emily Barbieri suggested that her husband is capable of the repairs and would likely do it for less money. Gig will ask RJ Barbieri to look at the compactor and prepare an estimate.

**Ratify value agreement with Pine Lake Estate**

Dan Purjes, owner of Pine Lake Estate, LLC grieved the new value of the property and the grievance ended up in court. After the following back and forth:

- |                |   |
|----------------|---|
| 1. \$6,161,100 | Listers and BCA valuation                       |
| 2. \$5,159,700 | Value argued by Dan at BCA hearing              |
| 3. \$5,050,000 | Alex Audet Opinion of Value                     |
| 4. \$5,636,738 | Contingent settlement Offer by Town on 11-11-25 |
| 5. \$5,450,000 | Demand by Dan in response to offer              |
| 6. \$5,300,000 | Settlement amount contingent on Selectboard     |

The value of \$5,636,738 was agreed upon by both the property owner and the Selectboard. **A motion was made by James Weber to ratify the Stipulated Judgement Order placing a value of \$5,636,738 on parcel ID 08-0791 effective April 1, 2025, and for the two ensuing years, seconded by Skip Tefft, three in favor; Mr. Hammer opposed, Mr. Reed abstained, motion passed.** Gig noted we may need a special warrant to refund Pine Lake Estate LLC. The board approved that any single Selectboard member can sign a special warrant if necessary.

**Zoning Enforcement: discuss and possibly sign agreement with Two Lakes, LLC for Sawyer Mansion property**

Two Lakes, LLC owns the Sawyer Mansion property and started to build an Accessory Dwelling Unit on the property without a zoning permit. A Notice of Alleged Violation was

issued, but the project continued, forcing the issue into Environmental Court. A proposed stipulation agreement of \$5,000 fine plus legal fees of \$5,787.25 and the removal of all shipping containers from the property by June 1<sup>st</sup> with a fine of \$2,000 per week for each week thereafter if the containers are not removed. The fine of \$5,000 plus legal fees is the same amount that was charged against another property owner in town.

Gig noted that this version of the stipulation does not indicate by what date the fine and fees must be paid. Also, it indicates the containers cannot be moved to Mr. Roberts' Tyanoga Drive property but doesn't mention the General Store property. The stipulation should say the containers cannot be moved to any property in the Town of Whitingham owned by Mr. Roberts. After discussion, Mr. Hammer suggested that the weekly fine of \$2,000 must be paid weekly.

**A motion was made by Craig Hammer to accept the stipulation agreement with changes as noted, seconded by Skip Tefft, all in favor.**

### **Highway Garage: discussion with Mike Harris of Burke, VT**

Mike Harris of Burke, Vermont is the construction manager for their town garage. He suggested making sure the building interior is well lit, potentially on automatic switches. Radiant heat requires a dehumidification system or we will have problems. They stayed away from a mezzanine because it requires a substantial stairway, and the road crew must carry the items up the stairs, he suggested a hydraulic lift. They did not have to install a sprinkler system; they have the 3-hour fire wall. Vermont Mechanical is a subcontractor; they used Morton Building for the structure; he highly recommends them. Mr. Harris feels that a highly organized person is needed to keep everyone on the job informed of what is going on each day, keep everyone constantly moving along. One of the most important parts is the concrete. He contacts 2-3 companies per trade for an estimate, they must be willing to commit and be well qualified. He noted their floor drains will run into a holding tank and will be pumped out occasionally. Mr. Weber questioned the snow sliding off the roof in front of the garage doors, Mr. Harris noted there are snow guards; he recommends gutters. Mr. Harris will provide a list of all his contacts for the project.

### **Hometown Heroes banner display**

Last week we finally received some information on how to move this project forward. We will be displaying 24"x48" banners, the cost to purchase the banners is \$200. A new email address has been set up for orders ([heroes@whitinghamvt.org](mailto:heroes@whitinghamvt.org)). The first round of applications is due March 27<sup>th</sup>, 2026, for hanging in time for Memorial Day. A second round will be due May 8<sup>th</sup> for hanging in time for Old Home Week. Jacksonville Electric will hang the banners. A scholarship of \$100 will be available for folks in need to help defray the cost of these banners. **A motion was made by Craig Hammer to designate up to \$3,000 from the Economic Development Fund for this project, seconded by James Weber, all in favor.**

### **Sewer**

Gig and Dylan Bell, sewer plant operator, met with the insurance adjuster at the Jacksonville Plant on February 26<sup>th</sup> as part of the insurance claim to get reimbursed for the hauling and other expenses while the RBC was broken down.

### **Cyber Security price increase**

Ryan Sanderson of VT Cyber has been providing the town with IT/cyber security since 2020, the last price increase was in December of 2022. Since that time service inflation rates have increased by more than 13%. To account for these rising operational costs, he is requesting a 10% rate adjustment as well as the inclusion of a 3.5% annual increase moving forward. Gig questioned if the board would accept this increase request or would they prefer to put our IT/cyber security out to bid? The board would like Mr. Sanderson to come to next meeting.

### **Approval of Payables Warrant – March 5, 2026**

**A motion was made by Rick Gramlin to approve Payables Warrant #W2625 dated March 5, 2026, seconded by James Weber, all in favor.**

### **Approval of Payroll Warrant – March 5, 2026**

**A motion was made by Scott M. Reed to approve Payroll Warrant #W2635 dated March 5, 2026, seconded by James Weber, all in favor.**

### **Review and approve Minutes of February 18, 2026**

**A motion was made by James Weber to accept the Minutes of February 18, 2026, as written, seconded by Scott M. Reed, all in favor.**

### **Other business**

Grants won Gig received notice that we won a grant to change our website domain from .com to .gov. This seems to be not grant funding, but that the state will do the work or pay for a subcontractor to do it. Gig also received notice that we won the annual SWIP grant to cover \$3,000 of HHW expenses. Gig signed paperwork to extend the period of performance on the culvert grant to May 31, 2026. The state did not take away any funding from this grant!

TVMHS career fair the school will be hosting a career fair on Wednesday, April 29 from 9-noon to support the students as they explore careers and education in their own backyard. Gig plans to attend and suggested Selectboard members might want to attend to talk about their daytime jobs.

Transfer Station holidays holidays listed in the Personnel Policy include Town Meeting Day so the Transfer Station was closed and the chain was up, but someone “tore” the cable down according to Mr. Janovsky. He asked the board to discuss Transfer Station holidays. Transfer Station holidays will continue to be those listed on the town website: New Years Day, Town Meeting Day, Independence Day, Veterans Day, Thanksgiving, evening hours on Christmas Eve, Christmas Day. They are culled from the Personnel Policy of what holidays may fall on Transfer Station operating days.

### **Adjourn**

**A motion to adjourn was made by Scott M Reed, seconded by James Weber, all in favor.**

Scott Reed adjourned the meeting at 8:00pm. Respectfully submitted, ~Gig Zboray