



**Town of Whitingham  
Office of the Selectboard**

**MINUTES OF APRIL 2, 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, March 19, 2025.

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

Others present: Gig Zboray, Selectboard Administrator; Stanley Janovsky, Jr., Road Commissioner; Rachel Littlehale, candidate for Town Clerk.

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

Scott M. Reed called the meeting to order at 6:30pm. Any changes to the agenda were noted on the meeting copy.

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

**Ratify Notice of Vacancy**

Almira Aekus submitted a letter of resignation from her recently elected position of Town Clerk. In accordance with law, a Notice of Vacancy must be posted. Scott M. Reed signed the Notice on March 28<sup>th</sup>, and it was posted at that time. **A motion was made by James Weber to accept the resignation of Almira Aekus as Town Clerk and to ratify the signing and posting of the Notice of Vacancy, seconded by Travis Wheeler, all in favor.**

**Highway:**

Bridge #45 was crashed into last week by someone in a pickup truck, Mr. Janovsky had it inspected the State of Vermont, it is safe but needs repairs. It will be an insurance claim with the driver who had leased the truck from California. He hit the guardrail connected to the bridge.

Mud season is going well so far.

Mr. Janovsky will contact Allan Twitchell to remove the speed limit sign he put out in front of his house on Goodnow Road.

Viking Cives says that when a truck is ordered it will be two years to receive it. Mr. Janovsky spoke with Cole Boisvert to see if he was interested in subcontracting to build trucks. If that agreement goes through, our two new trucks will be built by Cole Boisvert. Mr. Janovsky should know by Friday. Same trucks at same price but we would get them a year quicker.

### **Hazard Mitigation:**

review and approve RFP for culvert project the town attorney reviewed this document, made two comments which were addressed by the engineers. **A motion was made by Scott M. Reed to approve the RFP for the culvert project, seconded by Skip Tefft, all in favor.**

review and sign Conflict of Interest for buyout of 2984 VT Route 100 Mr. Kingsley is proceeding with the FEMA buyout, he and Gig signed the Voluntary Transaction Agreement yesterday. Mr. Kingsley's attorney is Bob Fisher, our town attorney. Mr. Fisher can represent both parties if both sign a Conflict of Interest document. After review, **a motion was made by James Weber to sign the Conflict of Interest document for the FEMA buyout at 2984 VT Route 100, seconded by Travis Wheeler, all in favor.**

Review and sign Demolition Contract with Saladino Property Maintenance at the last meeting the board awarded the bid to demolish the house at 568 VT Route 112 for the FEMA buyout to Saladino Property Maintenance (SPM). SPM has now provided a contract for the project. After review, **a motion was made by James Weber to accept the contract and to appoint Scott M. Reed to sign it, noting that Gig will hold it until the town attorney has approved it, seconded by Travis Wheeler, all in favor.**

### **Sewer**

Discuss last change order and roof/roof extensions and insulation issues We received an estimate from Jancewicz & Son to add roof extensions and replace the roofs at both sewer plants for a total of \$330,536 (\$111,512 for Whitingham and \$219,024 for Jacksonville). Gig spoke with the EPA and received an email response saying, "there is no need to get additional bids for this roofing work and either you or Kingsbury could oversee this aspect of the project". Scott Reed will oversee this project and will discuss the price with Jancewicz.

When Jancewicz was looking at the project to give us a price they noted that some of the insulation was not in good shape, do we want to add that to the bid? Mr. Reed will review the insulation problem.

Mr. Reed asked if we can install the generators without Kingsbury? And perhaps some of the other work also? Gig will ask the town attorney. The roof is a simple answer because Kingsbury never got a price for that, the other items Kingsbury has gotten pricing for.

Mr. Janovsky noted that he is planning to pave some roads next year, the board would like the manholes raised and not covered by pavement like it had been done in the past.

Discuss connection fees Gig has never been able to find a document that indicates the cost to connect to the sewer system. We have several properties that are considering connection and one change of use that will likely create 7 apartments, we need a connection fee document.

Change of use zoning application Gig received a zoning application for a change of use at the prior Candlelight Bed and Breakfast to change from business use to single family home. The will change the number of EUs assigned to the property. The board would like a notice on the zoning permit to say there could be a potential substantial connection fee if they go back to commercial use in the future.

**Approval of Payables Warrant – April 3, 2025**

A motion was made by James Weber to approve Payables Warrant #W2541, dated April 3, 2025, seconded by Travis Wheeler, all in favor.

**Approval of Payroll Warrant – April 3 2025**

A motion was made by James Weber to approve Payroll Warrant #W2539, dated April 3, 2025, seconded by Travis Wheeler,

**Review and approve Minutes of March 19, 2025**

A motion was made by James Weber to accept the Minutes of March 19, 2025, as written, seconded by Skip Tefft, three in favor, Mr. Reed abstained.

**Other business:**

cost of potties Gig was notified by Best Septic that the cost of potties for Town Hill and the transfer station are going up. The new rate for standard potty is \$160 and for handicap is \$220 per month. Gig contacted three other providers – 802 Restrooms/Uncle Bob’s is \$250 per month for one standard and one handicap at Town Hill and \$150 for the transfer station. This is a better price but it came in late. A1 came in at \$190 for a regular and \$290 for handicap. Bostley Sanitary Services would only pump every other week, Gig didn’t feel that was adequate for Town Hill. 802 gave the best price but it came it late. Mr. Janovsky noted that Best Septic provides great service to the town. The board agreed to stay with Best.

Invitation The Selectboard is invited to the EZ Riders Landowner Appreciation Dinner on Saturday, April 26<sup>th</sup> at 5:30pm here in the Municipal Center.

**Executive session to discuss the appointment of a public officer in accordance with 1 V.S.A. § 313(a)(3)**

7:19pm A motion was made by James Weber to enter into executive session to discuss the appointment of a public officer in accordance with 1 V.S.A. § 313(a)(3) to include Gig Zboray and Rachel Littlehale, seconded by Scott M. Reed, all in favor.

Executive session was exited at 7:24pm.

**Appoint a Town Clerk until the next annual Town Meeting**

After some discussion, a motion was made by James Weber to appoint the position of Town Clerk to Rachel Littlehale at a salary of \$33,700 based on 30-hour week, with benefits, starting April 8<sup>th</sup>, seconded by Travis Wheeler, all in favor.

**Adjourn**

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

Scott M. Reed adjourned the meeting at 7:25pm.

Respectfully submitted,

~Gig Zboray