



**Town of Whitingham
Office of the Selectboard**

MINUTES OF APRIL 16, 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, April 16, 2025.

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

Others present: Gig Zboray, Selectboard Administrator; Stanley Janovsky, Jr., Road Commissioner; Seth Boyd.

Call to Order. Additions or Changes to Agenda

Scott M. Reed called the meeting to order at 6:30pm. Add discussion about the culvert to the agenda after Highway.

Hearing of Visitors for concerns not on the agenda none

Highway: price for old pickup and plow

Mr. Janovsky would like to sell Pete's old pickup and plow; he suggested offering it for \$3,000 or best offer. It runs, needs work, won't pass inspection, the plow is worth more than the truck. The board agreed.

Culvert

The engineers need to issue an addendum to the request for bids, they provided a list of questions for the board to discuss. The Municipal Center and its parking lot will have to be closed for potentially 4 weeks or more. The fire trucks will move to the highway garage, they can return to the firehouse before the new culvert is paved. The Blueberry Festival may have to be moved, perhaps to the Eames Village Park, depending on construction scheduling. The board will allow the culvert to be supplied by a manufacturer that is not on the VTrans approved list, as long as VTrans doesn't care – it is a town road, so they shouldn't care. There was a question if we wanted the addendum to offer the option to install the culvert next year. The board prefers this year, the risk is getting bids over budget or no bids at all. If it was changed to allow a potential of culvert replacement next year we could be forced to accept the low bid, which could only be \$1 less but with construction next year. If we get no acceptable bids it will have to go out for rebid with 2026 construction.

Historical Society: award repair bid

Bids were due on Friday, April 11th for the repairs needed on Green Mountain Hall. We received one bid of \$59,900 from CB Painting, LLC, to repair the roof; replace the shingles

on the front porch with slate roofing; rot repair; reglaze and paint windows; interior sheetrock repair and paint; cupola repair. When Gig and Seth Boyd worked on the grant application the work was estimated to cost \$22,050, we won grant funding of 50% of the estimated cost. CB Painting's cost of \$59,900 minus grant funding of \$11,025 will result in the town's out of pocket cost of \$48,875. Green Mountain Hall and the Old Schoolhouse will need to be painted also. Mr. Brown provided a bid for painting but a request for bids was not advertised yet.

Seth Boyd had a conversation with Mr. Brown who is in Florida this week. This bid covers worst case scenario for slate roofing and cupola repair.

Seth Boyd, Peter Bernard and Scott Reed will meet with Chris Brown at Green Mountain Hall to discuss how his bid could be lowered.

Parks Committee Great River Hydro donated two tables for the new pavilion, we should send a thank you letter. Mr. Boyd would like some work done by the highway crew on the ball field side. There are a few trees to be removed that had been cut already.

Sewer: Twomey sewer connection:

Joanne Twomey owns property at 62 Brickhouse Road and would like to connect that property to the sewer system. We received an application indicating that she plans to build a 768 square foot structure on the property. We haven't been able to find a document that shows what sewer connection fees should be, but other documents indicate that the fee is \$2 per square foot of the structure plus a \$25 inspection fee. We received a check in the amount of \$1,561 from Ms. Twomey for the connection fee. **A motion was made by James Weber to approve and sign the "Building Sewer Application" by Joanne Twomey at 62 Brickhouse Road and to allocate one Equivalent Unit to this property effective with the May 1st, 2025 sewer invoicing, seconded by Travis Wheeler, all in favor.** She is requesting capacity, capacity is awarded tonight, she should be billed right away whether connection has been made or not.

Emergency Preparedness: review and approve annual update of Local Emergency Management Plan (LEMP)

We are required to update the Local Emergency Management Plan (LEMP) each year; Gig prepared the update. **A motion was made by Travis Wheeler to approve and adopt the 2025 LEMP and to appoint Scott M. Reed to sign the adoption form, seconded by James Weber, all in favor.**

Review and sign Delegation of Authority As part of the update to the LEMP an annual delegation of authority must be given to the Emergency Management Director to perform specific functions during an emergency situation. **A motion was made by James Weber to approve and sign the Delegation of Authority to Gig Zboray, EMD, seconded by Skip Tefft, all in favor.**

Mr. Gramlin had a few questions regarding emergency procedures which were answered by Mr. Janovsky.

Transfer Station: review and adopt 2025 SWIP

The Solid Waste Implementation Plan must be updated and adopted every 5 years. This year the state template is different and requires a signature on each item in the plan. Gig suggested the board approve and adopt the plan and appoint Gig to sign each requirement in the plan since she is the one that oversees the SWIP requirements. **A motion was made by Travis Wheeler to adopt the 2025 Solid Waste Implementation Plan effective January 1, 2026 through December 31, 2031 and to appoint Scott Reed to sign the cover page and to appoint Gig Zboray to sign and facilitate all requirements in the plan, seconded by James Weber, all in favor. 6.11.25 The state required revisions to the plan. This adoption must be voided.**

Approval of Payables Warrant – April 17, 2025

After the warrant was copied for this meeting, a payment to VT Department of Labor in the amount of \$859.12 was added. The new total on Warrant #2542 is \$107,214.60. **A motion was made by Scott M. Reed to approve Payables Warrant #W2542 in the amount of \$107,214.60, dated April 17, 2025, seconded by Rick Gramlin, all in favor.**

Approval of Payroll Warrant – April 17, 2025

A motion was made by Scott M. Reed to approve Payroll Warrant #W2541, dated April 17, 2025, seconded by Skip Tefft, all in favor.

Review and approve Minutes of April 1, and April 2, 2025

A motion was made by James Weber to accept the Minutes of April 1, and April 2, 2025, as written, seconded by Rick Gramlin, all in favor.

Other business:

Vermont Land Trust – Corse Farm IV We received a letter from the VT Land Trust indicating that they will be closing on the purchase of the “grant of development rights, conservation restrictions, and option to purchase” 10.62 acres of land located on Faulkner Road for \$76,000.

Eames Village Park wall Mr. Boyd questioned when the wall will be fixed. The grant program was cancelled, we continue to seek funding.

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