



**Town of Whitingham
Office of the Selectboard**

MINUTES OF JUNE 24, 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, June 24, 2026.

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

Others present: Gig Zboray, Selectboard Administrator; James Weber, Jacksonville Electric; Mark Halverson, library trustee; Kristine Sweeter, Librarian; Donny Boyd, resident; Howard Dix, resident; Rachel Littlehale, Town Clerk; Katherine MacLean, resident; Marylee Putnam, Treasurer/Assistant Clerk.

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

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

Hearing of visitors (for concerns not on the agenda)

Donny Boyd questioned the status of the lawsuit against the property owner of Sawyer Mansion. Gig answered.

James Weber: discuss possible battery locations for Jacksonville Electric

The Village of Jacksonville is looking into a battery backup system. The cost of engineering is being covered by a VEPSA grant. They talked about several locations in town but feel that the Transfer Station is the best place. Mr. Janovsky suggested behind the salt shed, down the hill on a plateau would be out of the way of highway department activities. Other than that, there is no room up there. Mr. Hammer questioned how this is a renewable project, Mr. Weber explained. Mr. Weber is asking permission to poke around with an engineer. The board approved.

Library: review and approve Request for Bids for the planned deck

The library applied for a grant to construct an addition; they did not win it. Building a porch is a much more affordable option. After some discussion the Selectboard suggested that the library have a professional design the deck, so that when the construction bids come in we can compare apples to apples. Mr. Reed will provide the name of someone who can design it.

Highway: ratify gravel decision

The highway department had plenty of rock that could be crushed into gravel. Mr. Janovsky requested bids for crushing from three businesses. He received two bids back:
Bazin Brothers at \$10 per yard for approximately 6,000 yards
Hunter Excavating at \$12 per yard

Mr. Hammer is quite concerned about knotweed being in the rock that will be crushed.

A motion was made by Scott M. Reed to ratify the decision to accept the bid from Bazin Brother at \$10 per yard for crushing into gravel, seconded by Skip Tefft, all in favor.

Highway garage: status update

Mr. Reed, Mr. Janovsky and Gig met with Gordon Bristol last Wednesday. Chip Dana of Stevens and Associates (S&A) happened to phone in and joined the meeting as well. Mr. Bristol received a project cost estimate from DEW for a total cost of \$4,743,448. That price includes \$560,000 to replace the culvert, which the board had already decided we would do at a later date. It also included over \$500,000 for construction contingency which Mr. Bristol thought was high and should go lower once the design is finalized. Mr. Bristol questioned whether we wanted the firewall or sprinkler, the board decided on sprinkler months ago when the Division of Fire Safety lowered their requirements for this project.

The goal is still a bond vote in November. S&A needs to know the milestones they are to produce before the vote. Mr. Bristol will arrange a meeting with S&A and DEW to discuss DEWs suggestions for potential cost savings in the design, S&A will be available to do design changes in August, construction documents in November and work on site design and permitting in July.

Mr. Boyd questioned if the town could just order a metal building, after much discussion the board feels that it is not feasible at this point in the project.

Town Clerk: discuss an assistant

Rachel Littlehale asked the board for permission to hire an election assistant. She says that by statute the town is required to always have two people to open ballots, etc. She suggested that Katherine MacLean be that person. Mr. Gramlin questioned how much time the assistant will be working? Ms. Littlehale responded that she anticipates the assistant work about 2 weeks before an election, a long day on election day, and the day after an election, as well as one training course per year. The board will consider an hourly rate.

Transfer Station: review and approve electronics recycling contract

In January the board approved Amendment 6 of the electronics recycling contract with NCER for a period of six months while the state put the contract out to bid. NCER won the state bid and now has Amendment 7 available for signing. **A motion was made by Rick Gramlin to approve the contract extension with National Center for Electronics Recycling, Inc. (NCER) from July 1, 2026 to December 31, 2027, and to appoint Scott M. Reed to sign it, seconded by Dennis Pike, all in favor.**

Liquor License: review and approve liquor license

Village Fuel and Convenience, LLC has applied to renew their second-class liquor license. **A motion was made by Scott M. Reed to approve DLL Application 78768 for Village Fuel and Convenience, seconded by Rick Gramlin, all in favor.**

Policing: review and sign annual contract with Wilmington PD

It's time to renew the contract with Wilmington Police Department for patrol services. The budget amount is still \$14,000, the terms of the contract are the same, but cost of mileage went up. **A motion was made by Rick Gramlin to approve the contract with Wilmington Police Department for patrol coverage for an amount not to exceed \$14,000.00 and to appoint Scott M. Reed to sign it, seconded by Dennis Pike, all in favor.**

Annual Audit: review and sign contract

Sullivan, Powers & Co. conducts the annual audit. For the fiscal year ending June 30, 2026, the cost has increased \$600 over last year to \$18,700. If we need a single audit the cost has increased \$500 to \$7,500 for the 1st major program but remains the same for additional programs at \$4,000. **A motion was made by Scott M. Reed to approve and sign the contract will Sullivan, Powers & Co. to audit the fiscal year end June 30, 2026, seconded by Rick Gramlin, all in favor.**

Sewer

The roofers might come next week. Kingsbury was in town on Tuesday finishing things up. To close out the construction project now only requires a lot of paperwork.

Approval of Payables Warrant – June 25, 2026

A motion was made by Scott M. Reed to approve Payables Warrant #W2652 dated June 25, 2026, seconded by Skip Tefft, all in favor.

Approval of Payroll Warrant – June 25, 2026

A motion was made by Scott M. Reed to approve Payroll Warrant #W2651 dated June 25, 2026, seconded by Rick Gramlin, all in favor.

Approval of Minutes of May 27, 2026

A motion was made by Craig Hammer to accept the Minutes of May 27, 2026, as written, seconded by Scott M. Reed, all in favor. The regular meeting scheduled for June 10th was cancelled.

Other business

Abby Crosby complaint A neighbor of Ms. Crosby installed a solar array near a barn on their own property. The town does not regulate solar, that is done by the Public Service Board. Ms. Crosby is angry that this solar project was allowed without notifying the abutting properties.

Old Home Week parade 10 years ago all Selectboard members rode in a wagon that was pulled by a tractor, both loaned by Steve Morse. He is willing to allow use of the wagon again this year, but suggested it be pulled by one of the new town trucks (Pete or Stan's). The board members already have plans with their family's or groups to participate in the parade.

Executive Session to discuss attorney/client communications **A motion was made by Scott M. Reed to enter into Executive Session in accordance with 1 V.S.A. § 313 (a)(1) to include Gig Zboray, seconded by Skip Tefft, all in favor.**

Executive Session was exited at 7:49pm.

Adjourn

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

Scott Reed adjourned the meeting at 7:49pm.

Respectfully submitted,

~Gig Zboray