



**Town of Whitingham  
Office of the Selectboard**

**MINUTES OF SEPTEMBER 17, 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, September 17, 2025.

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

Others present: Gig Zboray, Selectboard Administrator; Stanley Janovsky, Jr., Road Commissioner; Sara Martin; Justin LaSelva; Brad Lackey, Cemetery Commission; Kristine Sweeter, Librarian; Liza Eager, Senior Solutions; Marylee Putnam, Treasurer; Jesse & Nicole Rice

**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

**Treasurer: discuss options for tax collection location during culvert construction**

Marylee Putnam, Treasurer is concerned that she should have a temporary office somewhere so that taxpayers can pay their taxes in person during the culvert project. Riggs Distler has offered space as a community service. The gas station has offered space in the service bay, they would like the town to pay a rent of at least \$500. The board would prefer use of Riggs Distler office. Ms. Putnam is arranging that her phone can be forwarded, and she has arranged for cyber security.

She also reported that the audit went well, we don't need a single audit this year. When the audit report comes in, it should be forwarded to the board.

**Meet candidates and fill vacancy on Selectboard**

Sara Martin presented a letter showing her interest in the Selectboard vacancy and verbally went through her concerns. She spent 20 years in national politics on the side. Gig questioned how she gets people involved, she mentioned massage therapy, walking groups, pot luck dinners.

Justin LaSelva came to the table to answer questions. He stated nothing gets done unless people volunteer, he thought this was a good opportunity to try out the position, rather than running during an election. He is concerned with long-term sustainability of sewer, planning

for retirement of town employees (continuity of service), volunteers aging out, concerned about drawing in young people for town positions. Long term sustainability of small local government. He mentioned regionalizing government.

Craig Hammer is interested but he was unable to make it tonight. Mr. Hammer has served as a Selectboard member 2020-2024 being voted in twice. He resigned in 2024 due to work and family concerns but those have leveled off and he feels he can serve on the board again.

### **Cemetery Commission: meet to discuss mowing and maintenance**

At the August 20<sup>th</sup> meeting the Selectboard met with Matt Cole of Great River Hydro to discuss access needs to maintain our two cemeteries that are land locked within GRH lands. Brad Lackey, Chair of the Cemetery Commission, came to the table to discuss. Deerfield Valley Property Maintenance says they bring in a weed whacker, leaf blower, chain saw, and a gas can for maintenance. Mr. Cole said they need to walk it in, they can no longer use an ATV. Mr. Lackey suggests it's probably not worth fighting the power company, if we have to pay an additional cost to DVPM, then that's what we have to do. The Jewell Cemetery is on a trail that allows 4-wheelers.

Mr. Lackey will discuss with DVPM, perhaps do it twice a year instead of three times.

Mr. Weber questioned if there was a plan for repaving Jacksonville Cemetery. It's on their radar.

### **Library: discuss building a deck instead of addition**

Kristine Sweeter noted that the library has been pursuing putting an addition on the library for over 20 years, at this time, the cost doesn't make sense for the library. Right now the area is completely unusable, their idea is to build a deck with an awning for 3 season use. The library is looking for Selectboard approval at this point before the library pursues it further. Mr. Weber noted that the heat pumps are in the area. She doesn't anticipate that the town will need to fund this project, the library has money saved and they will pursue grants.

Halloween community event cannot be held here at the Municipal Center due to the culvert project, she asked if Trunk or Treat can be held at the town owned parking lot across from the church, it must be held on town property. Yes.

The library could partner with Engel House BNB to hold the haunted house at their inn, the library would be covered by insurance.

Gig should contact Wilmington Police Department to try to get coverage on Route 112, talk about lights or flashing lights to slow people down, cones on the yellow line slow drivers down. Put a paddle in the cone that says "slow".

### **Senior Solutions – meet with Liza Eager about future of senior meals**

Liza Eager, nutrition director of Senior Solutions says Terrie Dumaine who ran Senior Meals for the last 10 or so years, found someone to carry on the congregant meals, Ms. Eager is hoping to find an organization to carry forward Meals on Wheels. Out of this building there are 3 routes for home delivery meals, 1 route to Readsboro, 1 to Halifax and 1 to Wilmington-Dover. Ms. Dumaine also oversaw the Meals on Wheels aspect. Now, it is too much for the new volunteer who has taken over the congregant meals. It would be less expensive for Senior Solutions to have meal delivery on Monday and Wednesday, rather than Tuesday and Thursday. Ms. Eager came to ask the

Selectboard for suggestions of groups that may be able to take over the Meals on Wheels aspect. It was suggested she contact the Rotary Club and the Lions Club.

During the culvert construction, Mr. Weber volunteered that dispatch of Meals on Wheels can be done at Jacksonville Electric garage.

#### **Sewer: review and approve Engineering Services Agreement amendment**

This amendment hasn't been approved by the state or the town attorney yet.

#### **Highway garage update**

Mr. Janovsky suggested that depending on the cost of the project, we should have Plan B ready for town meeting. Perhaps have the engineer look at the current garage to have a report on it's actual condition. Mr. Reed noted that at the beginning of the process the current garage was looked at, Gig will find the report from that time. The new plan will have drawings of the current equipment in the bays to reflect the space better.

We will need to have an open house/informational meeting at the garage. Since COVID construction costs have gone up 30%, it goes up 5% per year.

#### **Hazard Mitigation: discuss expanding scope of Gates Pond Road scoping**

On August 7<sup>th</sup> we were notified that the Windham Regional Commission won a grant to do a study of the stormwater runoff along Gates Pond Road (from Reed Hill Road down to the intersection of Route 100). This study will include the Eames Village Park retaining wall. They have expanded the study slightly to include the water that seems to come down the hill behind the telephone company building.

#### **Old Home Week: auditors' suggestion for check writing**

The auditors suggest that payments for Old Home Week 2026 be made from the town's checking account (not a special OHW account) and that a Selectboard member review and sign a special warrant as needed to disburse these payments. **A motion was made by James Weber to appoint any one Selectboard member to review and sign any special payables warrants for Old Home Week 2026 expenses, seconded by Skip Tefft, all in favor.**

#### **Review request for a resident to install a little library at Town Hill**

Aleesia Thayer provided an email request to install a little library at Town Hill, she will provide the library structure, books and even offered snacks. The board questioned who will maintain it? They would prefer it to be installed in a bucket, rather than the post installed in the ground, not sure about the snacks, there are critters and bears at Town Hill. The board suggested no snacks to begin with. Ms. Thayer should talk to Seth Boyd, Chair of the Parks Committee and Stanley Janovsky, Road Commissioner, to discuss where to place it.

#### **Approval of Payables Warrant – September 18, 2025**

CB Painting is at substantial completion on the Green Mountain Hall project. CB is requesting full payment on the two contracts. The warrant includes a check on the painting only contracting holding back a 10% contingency. Seth Boyd suggested adding a payment of \$12,950 to CB Painting for the final amount due on the grant contract. The board would like to pay the grant work contract in full tonight and to hold back 20% on the painting only contract. **A motion was made by James Weber**

to add a payment to CB Painting in the amount of \$12,950 and to adjust the other payment to CB Painting to withhold 20% of the contract making that check \$13,800 and to approve a total Payables Warrant #W2612 of \$120,261.58 dated September 18, 2025, seconded by Skip Tefft, all in favor.

#### **Approval of Payroll Warrant – September 18, 2025**

A motion was made by James Weber to approve Payroll Warrant #W2611, dated September 18, 2025, seconded by Scott M. Reed, all in favor.

#### **Review and approve Minutes of August 20, 2025**

A motion was made by Scott M. Reed to accept the Minutes of August 20, 2025, as written, seconded by James Weber, all in favor.

The September 3<sup>rd</sup> meeting was cancelled.

#### **Other business:**

Pine Lakes Estates. LLC have filed a tax appeal, we will need the town attorney.

James Weber would like to know how much money is left in the reappraisal fund and if we can use it for NEMRC's cost of litigation and the town attorney.

Mr. Tefft would like to look into quarterly billing of the sewer, it might need a change to the ordinance but the ordinance needs to be updated anyway. Gig should provide the Selectboard with the current ordinance and the draft update we started years ago.

Mr. Weber suggested the board Pledge of Allegiance to the flag at the start of each meeting. Gig should order an appropriate flag to hang in the Selectboard office.

#### **Executive Session**

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, seconded by Skip Tefft, all in favor.

The laptop which was recording the meeting died at this point in the meeting.

Executive session was exited at 8:13pm

A motion was made by Scott M. Reed to appoint Craig Hammer to the vacant position on the Selectboard until the next town election because he is the only candidate that had previously been elected by town vote, seconded by Skip Tefft, three in favor, Mr. Gramlin abstained.

#### **Adjourn**

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

Scott M. Reed adjourned the meeting at 8:23pm

Respectfully submitted, ~Gig Zboray