



**Town of Whitingham
Office of the Selectboard**

MINUTES OF OCTOBER 29, 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, October 29, 2025.

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

Others present: Gig Zboray, Selectboard Administrator; Stanley Janovsky, Jr., Road Commissioner; Marylee Putnam, Treasurer; Rachel Littlehale, Town Clerk; Justin LaSelva, resident.

Attending remotely: Jekaterina (Katia) Talande and Chris Jenna, interested in participating in Wellness Wednesdays; Christy Betit and Meg Staloff of BDCC; Frank Formanek, Sara Martin, residents.

Call to Order. Pledge of Allegiance

Scott M. Reed called the meeting to order at 6:30pm and led the Pledge of Allegiance.

Additions or Changes to the Agenda

We might have to move around the Treasurer, depending on when she can get here. Mr. Janovsky asked for executive session at the end of the meeting to discuss employee work assignments in accordance with 1 V.S.A. § 312(g). Justin LaSelva has a petition to alter the ATV Ordinance.

Sewer: review and approve Loan Agreements RF1-391-3.0 and RF1-231-3.1

The town attorney has reviewed these documents. As a reminder, we had to close out the first sewer loan because it was past the initial repayment period. Since we still have more of the project to complete and we have not reached our full bond amount yet, another loan was opened so that we can continue. **A motion was made by James Weber to approve and sign Loan Agreements RF1-391-3.0 and RF1-231-3.1, seconded by Skip Tefft, all in favor.**

Hearing of Visitors for concerns not on the agenda

Justin LaSelva presented a petition to change the Ordinance Regulating ATVs in town. He would like Lone Pine Road removed from the list of roads where ATVs are allowed. Mr. Hammer noted that there is no legal way to get to Lone Pine Road on an ATV, he doesn't think this change will make much difference in the long term. He is not in favor of losing any ground ATVs have gained in town. We should speak with the Readsboro ATV group (Jack

Pines Pirates). Mr. LaSelva noted that the other 3 roads in town where it is allowed have no houses on it, the town is legally allowing it on 1% of the citizens. Four of the five signatures on the petition are full-time residents. The board would like this topic warned on an agenda to discuss before we go too far and we should invite Jack Pines to a meeting as soon as the culvert project is complete.

BDCC: annual update

Meg Staloff and Christy Betit of BDCC here to provide annual update. Three businesses in town are using BDCC help. BDCC is also helping Gig with the CDS grant.

Treasurer:

Review and approve Collection Policy for Delinquent Taxes This is a policy that the prior (elected) Collector of Delinquent Taxes adopted on her own each year. Because our Collector of Delinquent Taxes is now an appointed position, it should be a Selectboard Policy, it is written as an ongoing policy (no need to adopt annually). After review, **a motion was made by Craig Hammer to adopt the Collection Policy for Delinquent Taxes and to appoint Scott M. Reed to sign it, seconded by Skip Tefft, all in favor.**

Annual renewal of medical insurance Marylee Putnam provided the board with information about the annual renewal and available options. **A motion was made by Scott M. Reed to keep medical insurance as it has been** (town pays same percentages on the bronze plan), **seconded by Rick Gramlin, all in favor.**

Discuss COLA for 26/27 budget preparation The 2026 Cost of Living Adjustment is 2.8%. Rick Gramlin noted that we are a little behind in the pay increases as averaged over the years from 2016. **A motion was made by James Weber to adjust the COLA at 4% for 26/27 budget, seconded by Rick Gramlin,** Mr. Hammer is concerned about ever increasing costs to the town. Discussion ensued around good employees and the fact that they are stable. Mr. Janovsky noted that the highway budget is usually lower than other towns in the area. **All in favor.**

Highway: nothing

Wellness Wednesday

Katia (Jekaterine Talande) is a student massage therapist and would like to participate in Wellness Wednesdays. She would work it donation based, she would keep the donations, her school does provide insurance, she is not licensed while in school. The board needs a certificate of insurance from Ms. Talande which names the town as an additional insurance before they can approve her request to participate in Wellness Wednesdays.

Highway Garage: potential updates, discuss results of open house

It is estimated that over 50 people attended the Open House at the highway garage last night. One suggestion to consider is testing the water from the well to make sure it is potable. A large majority of the attendees agree that the current building is too small and in disrepair, that it is time for improvements. There will be a meeting with the Fire Mashall regarding the need for a sprinkler system.

Sewer:

potential update(s) on several ongoing projects the manholes that required repair are mostly complete, cement truck to come next week to fill in where they had to dig up the sidewalks, the hatch covers have been ordered, generators are expected to be delivered in December, the parts for the influent metering manhole for Whitingham are expected shortly. Gig hasn't heard back from the roofer, it is unknown when he is starting.

On the Jacksonville RBC breakdown, parts have been ordered, it is still unknown when they will arrive. It sounds like Aqua Aerobics will be here to do the repairs as soon as the parts arrive.

review and sign Engineering Services Agreement Amendment #3

This amendment is to add \$196,216 in engineering services to cover all the "add alternates" that we were able to add back into the project after receiving the 1 million dollars of Congressionally Directed Spending. Gig had a meeting with Carl Stone and Don Haddox about this amendment last week. Mr. Haddox did not specifically approve of the amendment yet. **A motion was made by James Weber to approve Engineering Services Agreement Amendment No. 3 contingent on state Water Investment Division (WID) approval and to appoint Gig Zboray to sign it when that approval is received, seconded by Skip Tefft, all in favor.**

Culvert project:

Cole Boisvert is designing the railings; they will be fabricated and painted black in his shop and spot welded on site during installation with paint touchups. The concrete culvert is now expected early next week. We were asked if we wanted the guardrails painted black also. **A motion was made by James Weber to approve black paint for the railings and the guard rail, seconded by Skip Tefft, all in favor.**

Zoning enforcement updates

Two Lakes, LLC has filed an appeal in Environmental Court against the ZBA decision on the Tyanoga container home. Attorney Fisher will enter his appearance and file a counter claim for enforcement. The Two Lakes, LLC issue of building without a permit at the Sawyer Mansion property is in court, but there is nothing new to update.

Gig made a friendly phone call about the several campers on the Sawyer Mansion property. Mr. Roberts returned the phone call on Friday and said the campers are off the property.

Approval of Payables Warrant – October 30, 2025

A motion was made by James Weber to approve Payables Warrant #W2618 dated October 30, 2025, seconded by Scott M. Reed, all in favor.

Approval of Payroll Warrant – October 30, 2025

A motion was made by James Weber to approve Payroll Warrant #W2617, dated October 30, 2025, seconded by Craig Hammer, all in favor.

Review and approve Minutes of October 15, 2025 meeting and October 21st special meeting

A motion was made by Scott M. Reed to accept the Minutes of October 15 and 21, 2025, as written, seconded by James Weber, all in favor.

Other business:

Gig ordered pick up of HHW and signed the quote. It was picked up Monday. Gig sent an email to Casella regarding the trash compactor, last year there was lots of talk of repairs needed and we budgeted the repairs, haven't heard anything since. They will send us an updated proposal.

A Selectboard meeting is scheduled for the Wednesday night before Thanksgiving, do we want to cancel? YES

Executive Session to discuss employee work assignments in accordance with 1 V.S.A. § 312 (g)

A motion was made by James Weber to enter executive session to discuss employee work assignments in accordance with 1 V.S.A. § 312(g) to include Stanley Janovsky, Jr. and Gig Zboray, seconded by Skip Tefft, all in favor.

Executive session ended at 7:50.

A motion was made by Scott M Reed for Mr. Janovsky to find extra help as needed, seconded by James Weber, 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 7:51pm.

Respectfully submitted,

~Gig Zboray