



**Town of Whitingham  
Office of the Selectboard**

**MINUTES OF DECEMBER 27, 2023**

*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, December 27, 2023.

Selectboard members present: Scott M. Reed, Chair; James Weber, Vice Chair; and Craig Hammer. Greg Brown attended remotely.

Others present: Gig Zboray, Selectboard Administrator; Travis Wheeler, resident; Stanley Janovsky, Road Commissioner/Fire Chief; Almira Aekus, Clerk/Treasurer.

**Call to Order. 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)**

None

**24/25 budget: review second draft**

Larry Davis has not accepted any pay increases since he started because it affects his retirement income. As a part-time employee he doesn't get paid vacation. Ms. Aekus came up with a plan to allow him paid vacation days in lieu of pay raises. The board approved of the plan, but an agreement will have to be written up.

Mr. Reed questioned how many Transfer Station stickers were sold so far this year. He noted that Mr. Davis should be checking for them.

Ms. Aekus presented the fund balances and the 2<sup>nd</sup> draft of the budget. Some questions/concerns were mentioned and addressed. Board members will review the budget further at home.

Ms. Aekus questioned how the board wanted to handle a change in Town Clerk's pay from fees and wages to wages only. The board will discuss it further at the next meeting when they can all appear in person.

**Vacation scheduling**

The board would like a calendar noting scheduled vacation times for Gig, Stan, Larry, Almira and Marylee. The calendar will be maintained in the Selectboard office. They would also like a quarterly report showing how much vacation time employees have remaining.

**Approval of Payables Warrant – December 28, 2023**

A motion was made by James Weber to approve Payables Warrant #W2426 dated December 28, 2023, seconded by Scott M. Reed, all in favor.

**Approval of Payroll Warrant – December 28, 2023**

A motion was made by Craig Hammer to approve Payroll Warrant #W2425 dated December 28, 2023, seconded by James Weber, all in favor.

**Review and approve Minutes of November 13 and 20, 2023**

Greg Brown suggested that the Minutes of December 13 note that Gig Zboray requested a Selectboard salary of \$75,000 on a memo dated December 13, 2023. James Weber suggested that the Minutes of December 20 note that the Selectboard salary awarded to Gig (with a change in office hours) will begin on July 1, 2024. **A motion was made by James Weber to accept the Minutes of November 13 and 20, 2023, with mention of the notes above, seconded by Scott M. Reed, all in favor.**

**Other business**

Sewer Project Today at the weekly construction meeting, it was noted that we need 3 passing tests on the new equipment before we can switch over. Those tests will be taken on 12/28, 1/3 and 1/4. A 40-hour test must be conducted on backup power, that will begin tomorrow (the 28<sup>th</sup>). Contractors anticipate that the Jacksonville project will meet “substantial completion” on January 8<sup>th</sup> and they will move to the Whitingham plant. Demo and mold remediation is currently scheduled for January 15<sup>th</sup>.

Newsletter the board reviewed and approved the final draft of the January 2024 newsletter. Mr. Weber questioned how we know anyone actually reads the newsletters. He suggested asking at Town Meeting.

LHMP A (semi) final draft of the Local Hazard Mitigation Plan was presented to the board. Gig will review this draft, post it on the town website and have paper copies available in the Clerk’s office. This draft goes to Vermont Emergency Management for review, if they approve, it then goes to FEMA for review and approval. After both agencies approve it comes back to the town for the Selectboard to adopt.

VTrans Culvert Mr. Hammer would like a letter sent to VTrans to complain about the culvert near the warehouse at 2037 VT Route 100, Jacksonville.

**Adjourn**

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

Scott M. Reed adjourned the meeting at 7:18pm.

Respectfully submitted,  
~Gig Zboray