

TOWN OF WAITSFIELD, VERMONT
Selectboard Meeting Minutes
Monday, March 27, 2023

I. Call to Order: The meeting was called to order at 6:31 pm by Annie Decker-Dell’Isola. The meeting was held in person at the Waitsfield Town Offices and remotely via Zoom.

Members Present: Chach Curtis, Jordan Gonda, Fred Messer, Brian Shupe, Christine Sullivan

Staff Present: Annie Decker-Dell’Isola (Town Administrator)

Others Present: Kevin Anderson (Planning Commission), Don Le Haye, Anthony Italiano (MRVTV), Beth Kendrick, Curt Lindberg, Alice Peal (Planning Commission)

II. Regular Business.

1. Review agenda for addition, removal, or adjustment of any items per 1 VSA 312(d)(3)(A).

It was agreed to address the election items before the Public Forum. Ms. Decker-Dell’Isola also noted that some liquor license renewals had been received, and it was agreed to include approval of these in the Consent Agenda. Mr. Messer requested that the approval of the Town Meeting minutes be removed from the Consent Agenda and discussed separately.

2. Selectboard Organizational Meeting - Elections.

MOTION: Election of Chair

Ms. Sullivan accepted a nomination to serve as Chair; she was elected unanimously.

MOTION: Election of Vice Chair

Mr. Shupe accepted a nomination to serve as Vice Chair; he was elected unanimously.

3. Public Forum.

Ms. and Mr. Spaulding asked about the handling of the water situation and other issues at their Center Fayston Road property. After some discussion with the Spauldings on various topics, Board members explained that they need to gather further information before responding in full to the Spauldings’ questions. The Spauldings requested consideration of an emergency variance for the storage trailer on their property, a review of the compensation provided for the 2016 flooding at their property, and a full survey of the Center Fayston Road location in relation to their original property lines. Ms. Sullivan asked that the Spauldings keep the Board informed regarding the repair of the water line serving the property.

4. Selectboard Organizational Meeting.

MOTION: Meeting Schedule

Slight changes were made to the proposed meeting schedule; a motion to adopt the schedule as amended then passed unanimously.

MOTION: Newspaper of Record

A motion to set the Valley Reporter as the newspaper of record passed unanimously.

Rules of Procedure and Conflict of Interest Policy

47 It was noted that the Rules of Procedure reflect changes agreed upon last year; some points
48 were clarified regarding recusal and ensuring that the votes of Board members attending
49 remotely are recognized.

50 **MOTION:** *A motion to adopt both the Rules of Procedure and Conflict of Interest Policy passed*
51 *unanimously.*

52

53 **5. Town Meeting 2023 debrief.**

54 There was some discussion of the level of attendance and voting percentages, along with a
55 mention of potentially providing for food at next year's meeting.

56

57 **6. Review appointments & reappointments to Boards, Committees, & Commissions.**

58 Ms. Decker-Dell'Isola provided a written list, as well as some updated information, regarding
59 Town Board and Commission members who were interested in being reappointed to their
60 positions. Don Le Haye and Alice Peal both expressed interest in serving on the Central
61 Vermont RPC and TAC; it was agreed that Mr. Le Haye would continue to serve as the
62 Waitsfield representative for both groups, with Ms. Peal as an alternate. Ms. Sullivan noted
63 that she would like to step down as the MRVPD representative; Mr. Shupe agreed to take this
64 role, with Ms. Gonda noting that she may also be able to attend some of the PD meetings. It
65 was indicated that a Tree Warden, Planning Commissioner, and Inspector of Lumber are
66 positions that need to be filled. Ms. Peal read Steve's Shea letter of resignation from the PC.
67 Ms. Sullivan indicated that she would serve on the Water Commission Task Force.

68

69 **MOTION:** *A motion to approve all appointments as proposed was made by Mr. Shupe. The*
70 *motion was seconded by Mr. Curtis. All voted in favor.*

71

72 **7. Planning Commission update on Bylaw Modernization project.**

73 Mr. Anderson provided background information and a summary of the steps taken by the PC
74 and the progress made to date in their work with SE Group on the Bylaw Modernization
75 project, inviting Selectboard members to attend the upcoming Open House. This event is one
76 of the community engagement strategies developed by SE Group along with the PC; and will be
77 gathering input regarding both Irasville and the Village areas. Mr. Anderson explained that
78 work in the upcoming phase of the project will be consideration of potential bylaw changes to
79 be proposed; the intent is to complete this aspect of the project within the next few months.

80

81 There was some discussion of the impacts on any planned bylaw revisions in relation to
82 completion of the ongoing Water and Wastewater study; Mr. Anderson explained that the
83 intent is to provide recommended changes that take into consideration both the situation
84 where that study results in new systems or one where wastewater capacity is not increased.

85

86 Ms. Gonda left the meeting at this point.

87

88 **8. Conservation Commission updates.**

89 a. Consider request for Invasive Species Reserve Funds to implement 2023 Knotweed Program

90

91 Mr. Lindberg provided information from the Commission, affirming the budget request amount
92 for this program, which will be expanded this year. He explained that coordination between

93 the three MRV towns is planned for the upcoming season, as well as expansion of the program
94 to address other invasive species. Grants have been applied for to enable further growth of the
95 program.

96
97 **MOTION:** *A motion to approve an allocation of the remaining \$2,450 from the Invasive Species*
98 *Reserve to go toward the 2023 Knotweed project, as well as \$7,500 starting in FY24 from the*
99 *\$10,000 reserve allocation approved as part of the FY24 budget was made by Mr. Curtis. The*
100 *motion was seconded by Mr. Messer. All voted in favor.*

101
102 **9. Consider ARPA Allocation for Government Services (record digitization).**

103 Ms. Decker-Dell’Isola had provided information regarding other expenditures that are
104 anticipated that will be using records restoration reserve funds, as well as details of the quote
105 information received for digitizing Town land records.

106
107 **MOTION:** *A motion to approve the Town Clerk’s request to allocate \$50,644 in ARPA funds*
108 *toward the records restoration project, as outlined in the enclosed quote from Recordsforce,*
109 *was made by Mr. Shupe. The motion was seconded by Mr. Messer. All voted in favor.*

110
111 **10. Review and approve Bruhn Historic Preservation Grant App. – General Wait House**
112 **Improvements.**

113 There was some discussion regarding whether to plan for a standing seam or asphalt shingle
114 roof; it was decided to install asphalt shingles. It was also discussed which building(s) to roof.
115 The carriage barn roof is newer, and so will not be part of this project. The Board directed Ms.
116 Decker-Dell’Isola to seek guidance from the Preservation Trust regarding whether or not to
117 include the other outbuildings in the grant application, as the understanding is that some of
118 those may not be structurally sound enough to withstand the roof work without some
119 preliminary underlying work being completed.

120
121 **MOTION:** *A motion to authorize the Town Administrator to submit the enclosed Bruhn*
122 *Revitalization Grant application subject to minor edits based upon additional input as approved*
123 *by the Town Administrator was made by Mr. Shupe. The motion was seconded by Mr. Messer.*
124 *All voted in favor.*

125
126 **11. Review 2023 Selectboard & Town Administrator Work Plan.**

127 Ms. Decker-Dell’Isola provided a document for review, including some suggested prioritization.
128 A meeting with the Cemetery Trustees was added to the list, and it was agreed that work
129 regarding the Route 100/17 intersection should be of higher priority. It was noted that cyber
130 security is being addressed through several IT avenues. Ms. Decker-Dell’Isola also explained
131 that Randy Brittingham is taking on some of the related administrative work.

132
133 The updates agreed upon will be incorporated into an updated document for review at the next
134 Board meeting.

135
136 **12. Consent Agenda.**

137

138 **MOTION:** *A motion to approve the consent agenda, consisting of the items listed below, passed*
139 *unanimously.*

- 140
- 141 • Approval of the Minutes of March 6, 2023
 - 142 • Bills Payable and Treasurer’s Warrants
 - 143 • Review Water Commission proposed CD
 - 144 • Review, accept, and designate anonymous donation to Wait House reserve account
- 145

146 **13. Approval of the Minutes of March 7, 2023 (Town Meeting)**

147 Mr. Messer requested that the minutes include that Sandy Gallup received a standing ovation
148 for her years of service to the Town.

149 **MOTION:** *A motion to approve the Minutes of March 7, 2023 with the suggested addition was*
150 *approved unanimously.*

151 **14. Selectboard Roundtable.**

152 Mr. Messer reported on two closures of ACO cases. The dog Otis has been rehomed. Elwin Neill
153 has purchased some heifers that he had been sheltering and feeding. Mr. Messer also provided
154 an update on a recent dog bite incident on North Road; those dogs are now licensed.

155

156 **15. Town Administrator’s Updates.**

157 Ms. Decker-Dell’Isola noted that:

- 158 • A draft of the Wait House Committee bylaws will be ready for review at the next Board
159 meeting.
- 160 • Cemetery trustees will be contacted in order to schedule a time for them to meet with
161 the Board.
- 162 • She is in touch with VTrans regarding the northern recreation path crosswalk; a site visit
163 has taken place.
- 164 • MRVPD has approved the Wastewater Project MOU for Joshua Schwartz’s time; the first
165 team meeting will be held in the coming week.
- 166 • The Town is likely to be changing banks, and is beginning to look at the process of
167 putting banking services out to bid.
- 168 • The PC has held their public hearing for the Town Plan, made some edits based on
169 feedback received, and has passed the Plan to the Selectboard for review.

170 **16. Executive Session.**

171 **MOTION:** A motion to enter Executive Session pursuant to 1 V.S.A. § 313 (a) (2) [Real Estate]
172 passed unanimously.

173
174 The meeting entered Executive Session at 8:20 pm and returned to open session at 8:50 pm.

175
176 No further action was taken.

177

178 **III. Other Business**

179 **1. Correspondence/reports received** were reviewed.

180 **IV. Adjourn**

181 The meeting adjourned at 8:50 pm.

182 Respectfully submitted,

183 Carol Chamberlin, Recording Secretary