

Town of Woodbury Select Board

February 24, 2025

Draft Meeting Minutes

Select Board (WSB) Members: Lizzy Higgins via ZOOM; Diana Peduzzi; Chris Casey

Town Officials: Robin Durkee –Town Clerk; Lilly Baron–Town Treasurer; Skip Lindsay–Recovery Officer; John Reid -Auditor; Bonnie Collins-Lister; Stephen Murphy-Town Moderator; Darren Usinowicz – Woodbury rep to MVUESD

Town Employees: Alfred Larrabee–Road Commissioner; Michael Gray–WSB Assistant/Scribe

Members of the Public: Sarah Hedrick via ZOOM. ZOOM access provided for this meeting and will be provided for WSB meetings in the future.

Media: Jerome Lipani - Hardwick Community Television (Meeting can be viewed at hctv.us or Channel 1080)

Chris called the meeting to order at 6:02 P.M.

Adjustments to Agenda: Add updates on the EWPP and the BRIC Buck Lake Brook Watershed study grant and signing the EWPP grant agreement, under “Updates and Other Business”

Meeting Minutes – The Feb. 10, 2025 WSB meeting minutes were approved.

Public Comment –None

Town Clerk’s Report: Robin reported that only 18 dogs have been licensed so far and that in a month the fee to license a dog will go up. She will be at the MVUESD meeting on Tuesday evening and the Hazen Union meeting on Wednesday to oversee the Woodbury voter checklist for those meetings. She will also be at the pre-town meeting on Thursday. Diana posted the warning for the pre-town meeting in accordance with new procedures. Robin also shared her impressions of the mock town meeting for students at the Woodbury elementary school, held on Friday, February 21st. She was most impressed with the passionate engagement of the students and how the older students helped the younger ones to participate.

Town Treasurer’s Report: For the previous two weeks – 02/11/2025 to 02/24/2025 - total cash received was \$3,439.39, of which \$3,311.39 was delinquent tax payments and \$127.72 was a reimbursement from Canon. Payroll came to \$11,916.76 and accounts payable totaled \$18,831.13. Transfers from the MMA to the checking account totaled \$30,000.00. Next week Lilly will be meeting with a rep from NEMRC for an overview of the accounting system the town uses. She reports that her training is going well.

Appoint IT Management Team: Skip Marchesani has requested that he and Wayne Lappan be appointed by the WSB as the town’s IT management team. Skip was appointed as the IT Manager and Wayne, as the Assistant IT Manager. Robin will add them to the list of appointees to be sent letters after Town Meeting.

MVUESD Report: with Darren Usinowicz – The MVUESD board has approved the plan to create a Pre-K school for the entire district, at Lakeview Elementary in Greensboro. Pre-K students will board a bus at Woodbury Elementary and ride the bus to Lakeview, after stopping to pick up students in Hardwick. Full day, 5 days a week will be offered but parents can decide how many days or half-days their children will attend, it will be flexible. Parents can drive their children or pick them up. For Woodbury families this will be the first time that free, state approved pre-school education will be offered to their children.

New MVUESD board members will be elected at the district meeting. Woodbury has one seat to be filled. Two candidates are interested – Heather Meacham and Melissa Grant.

Tuesday March 4 will be voting day for the MVUESD budget. In addition to the budget will be a vote to approve a bond to finance necessary work at Hardwick Elementary. The work is required to remove PCB’s which have been discovered in one wing of the building. Removal of the PCB’s will include replacing the window walls at the south side of the building and in the front-facing lobby, along with other materials. Since

this window work will also save heating energy, the work is being proposed as an energy efficiency project thus making it eligible for a different interest rate and possible loan forgiveness.

The state fire marshal has determined that the fire escape at the Woodbury school is unsafe and will need to be replaced; the board has hired an architect to design the project. Darren reported that planning for a new water source for the school is underway. (The school water system was found to be contaminated with PFAS a couple of years ago.) He also reported that planning for the outdoor classroom is still in the works and it may be built this coming summer.

Tax Mapping Contract: with Bonnie Collins – The WSB had no further questions for Bonnie regarding the tax mapping contract she researched and presented at the last meeting. Christine Chamberlain Mapping of Bristol, VT offered to update and digitize our tax maps for \$8,200. The contract was approved and signed. The work will start during the summer of 2025. Payment will be made from the Lister's Education Reserve Fund.

Road Commissioner Report: with Alfie Larrabee – Alfie mentions we are moving into a new weather pattern reflecting the temperature swings of early spring. The sand pile is low but he thinks the road crew will be okay; he'll be contacting Gravel Construction to see about the possibility of hauling the remaining sand in the town's contract. The 2014 ten-wheeler truck broke down this morning and the problem is being diagnosed; this truck is responsible for one of the major plow routes. Roadside snow banks are being pushed back using the grader. The road crew is also pushing back the snow banks at the school parking lot to make more room for parking during Town Meeting.

Alfie fielded a request from a tree removal company, to park a crane that would block the road, for a few hours. East Hill Road would have to be closed for the better part of a day. The road would not be closed until after the school bus had gone through and would be open before the afternoon bus run. Alfie asked if the town has a policy regarding this and the WSB could not recall one. Any work within the right-of-way requires a permit but this is not quite the same. The WSB suggests that Alfie use his discretion to allow the contractor to do the work with minimal disruption to local traffic. Road closure signs will be posted. Any damage to the road would be billed to the contractor, and Alfie will insure that they have insurance.

Diana asked about research into the purchase of a new truck to replace the 2014 10-wheeler. Alfie will continue his research soon with the blessing of the WSB. During planning for the purchase, Alfie would consider whether it would be financially viable to keep the 2014 as a spare truck, depending on the trade-in amount offered. The WSB urged Alfie to start communicating with the truck dealer he has in mind about a new truck, before the prices for steel and aluminum and other parts and materials go even higher.

Recovery Officer's Report: with Skip Lindsay – Skip and Lilly are having a hard time renewing the town's SAM.gov (System for Award Management) registration that is necessary for working with any federal funding program, including FEMA and USDA. Re-registering, required yearly, has been a simple process in the past. However, this year's attempts to re-register have been very frustrating. Lilly and Skip are working on this. Confusion over the leftover obligated funds for the two bridge mitigation projects seems to be finalized with an email from the Department of Public Safety, dated February 12th, that states, "Any leftover obligated funds may be used for other mitigation projects in Woodbury as long as you adhere to FEMA documentation requirements." Once another FEMA form has been signed by the WSB, the town can expect receiving the obligated funds for the bridge projects. Projects from the July 2024 flooding under 4810DR-VT are still in the process of being assessed by FEMA. Funding for most federal projects and grants has been halted and then caught up in a legal back and forth for its release. Skip and Danielle continue to monitor any decrees made by the new administration that may adversely affect the town's flood recovery projects with FEMA.

Skip mentioned that the town has received notice that FEMA is revising its flood insurance rate maps(FIRM), at this point in the Lamoille River watershed and is requiring actions by the town to incorporate them in its zoning bylaws etc.

Ethics Training, ZOOM and Town Website: with John Reid- After town meeting John and Robin will work on the letter that will go out to elected and appointed town officials, and include information about the new ethics requirements. John has met with Alex Peltz and Ben Witte to discuss the town's website. John will put together a one sheet guide for using ZOOM for town officials to refer to in setting up a meeting for ZOOM access.

Town Meeting: with Stephen Murphy – Stephen reported that what he learned at a VLCT webinar - that paper ballot voting should record who has voted by using a voter checklist, similar to any Australian ballot or election vote. Stephen plans to follow this suggestion at Town Meeting. He and Robin have worked out a way to facilitate this process. Chris wishes to review the town's budget to be better aware of items in the budgets that have a significant role in the budget amounts, in case questions come up at Town Meeting. Diana calculated that the highway budget is 57.6%, the general budget is 24.3% and the WVFD budget items come to 18% of the total town budget. Lizzy will not be attending Town Meeting this year due to conflict with a planned school vacation ski trip.

Updates and Other Business:

EWPP and BRIC Grants – The EWPP grant agreement – for bank stabilization along Cabot Road/Buck Lake Brook as the brook enters the village - has been completed by Brian Voigt, CVRPC, and needs to be signed by the WSB. As chair, Diana will sign. The grant agreement will then be submitted to USDA/NRCS. The BRIC subgrant application for a comprehensive study of the Buck Lake Brook Watershed is close to completion and will need to be submitted to VEM by Friday, February 28. Keith Cubbon, CVRPC, has assisted Michael with this application.

Bills and payroll orders were signed at the end of the meeting.

The meeting was adjourned at 7:45 P.M.

Diana Peduzzi _____ Chris Casey _____

Lizzy Higgins _____ Date Approved _____

Guide to acronyms: ACO - Animal Control Officer; AP – Accounts Payable; BRIC – Building Resilient Infrastructure and Communities; CR – Cash Receipts; CRC –Consolidated Resource Center CVRPC – Central Vermont Regional Planning Commission; DHC – Department of Health; EC – Ethics Commission; EMD – Emergency Management Director; EMS – Emergency Medical Service; ET – Electronic Transfer; EWPP – Emergency Watershed Protection Program; FIRM – Federal Insurance Rate Map; FPF – Front Porch Forum; FY – Fiscal Year; GIA – Grants in Aid; HED – Hardwick Electric Department; HERF – Highway Equipment Replacement Fund; HMP – Hazard Mitigation Plan; HPD – Hardwick Police Department; H&H – Hydrological & Hydraulic; LEMP – Local Emergency Management Plan; LHMP – Local Hazard Mitigation Plan; MMA – Money Market Account; MRGP – Municipal Roads General Permit; MOU – Memorandum of Understanding; MTSC – Mountain Tamers Snowmobile Club; MVUESD – Mountain View Union Elementary School District; NEMRC – New England Municipal Resource Center; NEWT – Northeast Wilderness Trust; NRCS – Natural Resources Conservation Service; OSSU – Orleans Southwest Supervisory Union; PDMG – Program Delivery Manager; PR – Payroll; RBT – RB Technologies; RFP – Request for Proposal; SS – Seacoast Securities; TAC – Transportation Advisory Committee; TC – Town Clerk; TH – Town Highway; THO – Town Health Officer; TTr – Town Treasurer; USDA – United States Department of Agriculture; VEM – Vermont Emergency Management; VTRANS – Vermont Agency of Transportation; WHRT – Woodbury-Hardwick Rail Trail; WSB – Woodbury Select Board; WVFD – Woodbury Volunteer Fire Department; ZBA – Zoning Board of Adjustment