

# Town of Woodbury Select Board Meeting Minutes

June 22, 2026

## Attendees

**Select Board Members:** Diana Peduzzi, Chris Casey, John Gordon

**Town Officials:** Lilly Baron (Town Treasurer); Graham Christie (Town Clerk)

**Town Employees:** Peter Dailey (Road Commissioner); Michael Gray (WSB assistant); Robin Durkee (Town Clerk Asst.)

**Members of the Public:** Carol Ray

**Media:** Jerome Lipani – HCTV

**Call to Order** Chris called the meeting to order at 6:00 P.M.

**Adjustments to Agenda** The emergency generator will be discussed in the Update section

## Approval of Previous Meeting Minutes

The minutes from the June 9, 2026, Select Board meeting were approved.

**Public Comment** Robin asked, when will Cabot Road be graded? Peter replied, tomorrow.

## Road Commissioner's Report with Peter Dailey

Garage Roof Update - Chris reported no updates on the garage roof. He spoke with Chris Temple (DeWolfe Engineering) and was told by Chris that before agreeing to advise the town, he might need to run it by the new owner of the company.

550 Update – Peter has not received any responses, after many inquiries, from McGee Ford about costs for a new 550 or smaller replacement. He contacted Lamoille Valley Ford and was given a quote of \$64,000 for a new 350 truck with a plow. Peter will get the old 550 from McGee and deliver it to Lamoille Valley so they can give a trade-in estimate. The Town may need to get a new sander that would work with a new 350.

Wheeler Hill Road - Work is almost complete on the south side of Wheeler Hill Road. Check dams and hydroseeding of the ditching will complete the project. The section of road has also been resurfaced with crushed ledge, which should hold up better than gravel.

Log Town Road – The recent heavy downpours have trenched Log Town Road and restricted travel to one lane. The road crew will be repairing the damage this week.

Roadside Mower - The roadside mower is down with worn out bearings. Finding replacements has been hard as the company that built the mower no longer exists. Peter has found one replacement but it is very expensive – \$700 for one bearing. The mower, which attaches to the bucket loader, has always been an inconvenience, as it limits the use of the bucket loader and adds wear and tear on the loader. Hiring out the roadside mowing was discussed.

Access Permit – Peter has an access permit for a property owner along County Road who wants to create a log landing near the road and an access point to the landing from the road. The permit was signed.

## Grant Updates: with Michael Gray

The town has received the officially signed grant agreements for 4 VTrans grants. These include the engineering and design work for the future culvert replacements on Church Street and Bailey Bridge Road; the paving grant for Foster Hill Road and the Better Roads grant for the village section of Valley Lake Road that will be done in conjunction with this summer's culvert replacement at the bottom of Valley Lake Road. The hydraulic studies for the Church Street and Bailey Bridge Road culvert work have been received. Finally, the BRIC grant for a study of the Buck Lake Brook Watershed to mitigate flooding in the village has passed through the project review process

and is now being prepared for submission to FEMA for review. Michael is working with Keith Cubbon of CVRPC on this project.

## Fire and EMS Protection Contract with WVFD

The FY 27 contract with the WVFD for fire and EMS protection was signed by the WSB.

## Town Clerk's Report with Graham Christie

Graham reported there are 25 dogs belonging to 17 residents that have not yet been licensed. Graham requests the WSB advise him on the best way to get word to these owners. It is suggested that a notice be posted on FPF, after which another mailing or phone call might be next..

## Town Treasurer's Report with Lilly Baron

FY27 Wage Increases – Lilly presented a warrant for WSB signature authorizing wage increases for FY27. Some wage adjustments were implemented during FY26. Lilly requests the WSB review and confirm that all current wages will receive the 3% increase (as of July 1) as approved during our budget meetings.

FY27 Sand Contract - The proposed sand contract for FY27 was discussed. The contract is identical to the FY26 version, apart from updated dates. If the WSB and the Road Commissioner are satisfied with the contract language, it will be released for bid. A one year contract versus a three year contract for sand was discussed. The WSB decided to proceed with a three year contract. Because the contract amount is expected to exceed \$8,000, it will be advertised in the required posting locations and published in the designated newspaper in accordance with procurement requirements. Lilly will send the RFP to the Times Argus, the Hardwick Gazette (**News and Citizen?**) and a couple of suppliers who have bid in the past.

Accounts Payable Warrants: With the approaching end of the fiscal year, Lilly requests the WSB sign two additional Accounts Payable warrants prior to the next regular meeting. These warrants will be prepared by July 1. Lilly requests at least two WSB members to come to the office on July 1 to review and sign the warrants.

## Updates on Buyouts with John Gordon

John has prepared one RFP for the two buyout projects in the village. The WSB reviews and discusses different parts of the project listed in the RFP. Robin asks about the artesian well that serves the town hall and the post office. John will make discussed changes to the RFP and send the RFP to Graham to post.

**FEMA Status Update** Skip sent a report to the WSB stating that there is no change in the status.

## Personnel Policy with Lilly Baron

Lilly has provided a summary of the changes to the Personnel Policy, along with the most recent draft of the revised policy. If the WSB is satisfied with this version, we can move forward with formally adopting the policy.

Below is a list of the major changes made:

- A. Holiday Time Section 20: The updated policy now states that there will be no premium stacking for holiday pay and overtime.
  - B. Vacation Time Section 21: Vacation time is now awarded at 6 months, after the probation period, and prorated for the remainder of the year.
  - C. Vacation Time Section 21: The policy regarding annual payout for unused vacation time has been removed. It has been replaced by an increase in allowable accrual of vacation time per year. Employees will be paid out at time of separation up to 160 hours of vacation time.
  - D. Leave of Absence Without Pay Section 26: The new version of the draft allows employees who take an unpaid leave of absence the ability to stay on our benefits for up to two weeks. Beyond that, the employee has the option to continue on the town's benefit plan but must pay the monthly premium.
- The WSB discusses these changes with Lilly suggesting one change that Lilly will incorporate. The WSB will place the personnel policy for final approval on the July 13<sup>th</sup> agenda

## Updates and Other Business

**Emergency Generator** – John talked to Paul Cerutti about the generator and was told that the WVFD does check the fluids monthly and the generator is programmed to turn on and run once a week. John explained that it does take a period of time for the generator to kick in with a power outage and that the short glitch outage of a few weeks ago was probably not long enough to trigger the generator.

**Swenson/Polycor Quarry** - Swenson has requested that the Act 250 hearing be postponed to a later date, to allow continued negotiations. The District Commission approved the request – allowing up to 60 days. Carol Ray discussed the quarry expansion and her concerns that it has been difficult to follow the process. She requests access to related documents. Diana explained that all documents are publicly available and how to access them. The Zoning Board of Adjustment issued their final decision last week. Copies of the decision have (today) been mailed to all who attended a hearing and requested “interested person” status. Copies of the Pre-Hearing Testimony and the ZBA decision will be made available at the Town Office.

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

**Adjournment** The meeting was adjourned at 7:36 P.M.

## Signatures and Approval

Chris Casey \_\_\_\_\_ Diana Peduzzi \_\_\_\_\_

John Gordon \_\_\_\_\_ Date Approved \_\_\_\_\_

## Guide to Acronyms

**ACO** - Animal Control Officer; **ANR** – Agency of Natural Resources; **AOT** – Agency of Transportation; **AP** – Accounts Payable; **BR**- Better Roads; **BRIC** – Building Resilient Infrastructure and Communities; **CDT** – Collector of Delinquent Taxes; **CIP** – Capital Improvement Plan; **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; **EOA** – Elected Officials Agreement; **ERAF** – Emergency Relief Assistance Funds; **ET** – Electronic Transfer; **EWPP** – Emergency Watershed Protection Program; **FIRM** – Federal Insurance Rate Map; **FPF** – Front Porch Forum; **FY** – Fiscal Year; **GF** – General Fund; **GIA** – Grants in Aid; **HED** – Hardwick Electric Department; **HERF** – Highway Equipment Replacement Fund; **HF** – Highway 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; **PDM** – Program Delivery Manager; **POC** –Point of Contact; **PR** – Payroll; **PTO** – Paid Time Off; **RBT** – RB Technologies; **RC** – Road Commissioner; **REI** – Road Erosion Inventory; **RFP** – Request for Proposal; **ROW** – Right of Way; **SS** – Seacoast Securities; **TAC** – Transportation Advisory Committee; **TAN** – Tax Anticipation Note; **TC** – Town Clerk; **TH** – Town Highway; **THO** – Town Health Officer; **TM** – Town Moderator; **TTr** – Town Treasurer; **USDA** – United States Department of Agriculture; **VEM** – Vermont Emergency Management; **VTRANS** – Vermont Agency of Transportation; **VAST** – Vermont Association of Snow Travelers; **WC** – Workman’s Compensation; **WCC** – Woodbury Conservation Commission; **WCL** – Woodbury Community Library; **W/CFS** – Woodbury/Calais Food Shelf; **WCSD** – Washington County Sheriff’s Department; **WHRT** – Woodbury-Hardwick Rail Trail; **WRSC** – Worcester Rangers Snowmobile Club; **WSB** – Woodbury Select Board; **WPC** – Woodbury Planning Commission; **WNRCD** – Winooski Natural Resources Conservation District; **WVFD** – Woodbury Volunteer Fire Department; **ZA** – Zoning Administrator; **ZBA** – Zoning Board of Adjustment

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