

Town of Woodbury Select Board

January 13, 2024 2025 RRD

Meeting Minutes

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

Town Officials: Robin Durkee – Town Clerk; Brandy Smith – Town Treasurer; Skip Lindsay – Recovery Officer; Stephen Murphy – Town Moderator; John Reid – Auditor and Web Master

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

Members of the Public: Lilly Baron – soon-to-be appointed as our new Town Treasurer;

Attending Remotely: Michal Lapointe – Civil Engineer, USDA-NRCS; Brian Voigt – CVRPC Natural Resources Program Manager

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

Chris called the meeting to order at 6:03 P.M.

Adjustments to Agenda: none

Minutes - 12/23/24 WSB meeting minutes and 1/7/25 WSB Special meeting minutes were approved.

Public Comment –None

Town Clerk's Report: Robin has been working on the town report. She received an invoice for the sheet-rock finishing and painting in the town office basement. The annual Certification of Highway Mileage form from VTrans was signed by the WSB. Robin received a note that the listers plan to meet in the town office meeting room every Wednesday morning, starting February 5th.

Town Treasurer Report: For the previous two weeks – 12/24/2024 to 1/13/2025 - total cash received was \$10,832.46, of which \$10,829.46 was made up of delinquent tax payments and \$3.00 from VLCT. There was an electronic transfer (ET) of \$13,027.23 from MRGP/GIA for work on East Hill Road; \$101.50 from the state and a \$100.00 payment of a Local Cannabis Fee from the state. Payroll came to \$16,367.82 and accounts payable totaled \$48,347.23. Transfers from the MMA to checking totaled \$56,000.00.

Brandy is working with VLCT to clear up their billing of fire insurance to the WVFD. Fire insurance for the last quarter of 2024 was paid to VLCT but the WVFD has changed insurers for 2025. VLCT has sent a bill to the town for WVFD fire insurance for the first quarter of 2025 which Brandy is trying to get cleared up. She reports that the lift at the town office is not working and the service person has not been able to come to do the repair. As she announced a year ago, Brandy is stepping down as the town's treasurer at Town Meeting if not before. The WSB introduces Lilly Baron, who has been hired as the town's new treasurer. Lilly will be appointed to that position at the 1.27.2025 WSB meeting. Her start date will be February 3. Brandy has agreed to stay around to train Lilly as long as necessary. Brandy and Lilly will work out the plan for training.

Brandy brought up the Central Vermont Communications (CVC) paging contract that the road crew uses. The town pays \$300 a year for 4 pagers that the road crew hardly uses. Alfie agrees that the pagers are little used as cell phones have now replaced the pagers. The crew have their own cell phones that Alfie uses to contact them for early morning start times. The contract with CVC will be cancelled and the pagers sent back to them.

Road Commissioner Report: Lots of snowy days; the road crew has been out a lot. The road crew has been dealing with a number of breakdowns, including the new 10 wheeler, which had to be towed to Charlebois. The Ford 550, used in the winter for salting, is still giving having trouble. Often the breakdowns happen when hydraulic hoses break. Alfie explains that there is a machine the road crew could obtain that would allow the crew to do their own repair or replacement of hydraulic hoses on site or in the garage, that would save the amount of downtime for repairs. The cost could be around \$5,000.

Chris mentions he was able to view the garage roof from the top of the sand pile during the last snow melt and feels the roof could be repaired instead of replaced.

USDA/NRCS Emergency Watershed Protection Program: with Michal Lapointe and Brian Voigt – Michael Gray shares a brief overview of this project and the various stages it has gone through. After Michael presented a list of possible flood repairs on private and public property, NRCS approved 2 projects to fund mitigation work. One site, the major one, would be the bank of Buck Lake Brook as it enters the village. Washouts of the bank occur with most heavy flooding, including in 2019, 2023 and 2024 flood events, resulting in erosion downstream. Estimated construction cost for mitigation work along Buck Lake Brook is \$142,500. A 25% town match would be \$35,612. The other site is at the junction of Country Road and Dog Pond Road/Mountain Road, where serious erosion has been leaving gravel deposits on residential property that could easily plug a culvert on County Road and result in a road washout. NRCS will fund 100% of the mitigation design and 75% of the construction costs for both projects. Michael feels both projects involve the vulnerability of town roads and should be considered as projects that are the responsibility of and of benefit to the town. Michal Lapointe answers questions from the WSB regarding the process and financial responsibilities of the town. Brian shares CVRPC's role providing technical assistance for the town throughout the grant application and construction process. Michal Lapointe confirms that the town is free to discontinue the process at any time up to when the actual construction work begins. Skip Lindsay shares that there is a strong possibility that leftover FEMA funds for the TH 23 and TH24 bridge mitigation work might be available to pay the town match on this project. The WSB will consider this grant offering and decide at a future date.

Recovery Officer's Report: Skip provides a year's end report of the status of the July 2023 flood disaster, 4720DR-VT, and the July 2024 disaster, 4810DR-VT. Total repair costs under 4720DR-VT (with the exception of TH23 and TH24 bridge replacements) came to \$311,494.81. State and FEMA reimbursement to the town for 4720DR-VT is \$304,641.97 with the town covering the remaining \$6,852.84. TH23 and TH24 bridge replacement projects estimated cost is \$1,006,438.72 with state and FEMA reimbursement of 97.8% or \$984,297.08. Town costs could come to \$22,141.70.

All documents for consideration by FEMA for 4810DR-VT (July 2024 event) have been submitted and are in process towards obligation of reimbursement funds, anticipated towards the end of 2025. The total cost of repairs comes to \$107,748.67. The FEMA share of reimbursement will be 75%, with the state adding a share of 12.5%, totaling \$94,208.09. The town's cost towards these repairs will be \$13,468.58.

Skip and Danielle continue to meet weekly with FEMA and VEM reps. They thanked Brandy, Alfie and Robin for their help aiding their work with FEMA to recover costs incurred from the floods of 2023 and 2024. The RPF has been sent out for the bridge replacement work; bids are scheduled to be opened at the WSB January, 27th meeting. Nate Sicard will be assisting oversight of the projects; Alfie and Skip will also be keeping an eye on the projects. An aluminum pipe arch will be the type of bridge constructed. The extensions from FEMA for these two bridge replacement projects, stipulates that replacements must be finished by November 30, 2025. Alfie asks about the stream alteration permit. The application for the work has been accepted and a check for the \$200 fee has been written and will be sent. Stephen Murphy asks a question regarding the reimbursement funds the town will get..."What will the town use those reimbursement funds for if they have already paid for the repair work." Brandy, Skip and WSB explain that reimbursement funds will be used to refund several town reserve funds that were borrowed from to pay for the repair work, thus avoiding the need to pay interest on loans.

Town Website Upgrade: with John Reid – John has suggested that the WSB budget \$2,800 for the town website for FY26; this \$2,800 would become a yearly fee to maintain the website. He has been in touch with Ben Witte, the original developer of the town website and has been in contact with several companies that develop and maintain websites. The pros and cons of an individual developer or a company are discussed briefly. John has done some work to streamline the website's connections but feels much work could be done to improve the website and make it easier for various town committees to post information on the site. At present

posting on the website is pretty complicated. The WSB will consider the yearly funding amount in an upcoming budget meeting.

Town Meeting Warning and Finalizing the Budget: The WSB reviewed the town warning with Robin, Brandy and Stephen. Much discussion centered on when and whether to allow the school board reps and the state house reps to address town residents at the town meeting. In the end, the WSB decided to have school reps and state reps address the town meeting under the last article, when non-binding business is brought before the town for consideration.

The WSB will hold a final budget meeting for Tuesday, January 21st at 6:00 p.m. in the town office. Final submittals to the Town Report printer are due by January 23.

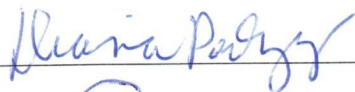
Updates and Other Business:

Town Office Flood Repairs – The sheetrock finish work and painting have been completed in the town office basement. Diana advocates for adding vinyl flooring to the basement, to make it useable as a work space. Discussion follows but any decision is tabled to another time to discuss how to spend the last of the insurance money.

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

The meeting was adjourned at 8:23 P.M.

Diana Peduzzi



Chris Casey



Lizzy Higgins



Date Approved

1/27/25

Guide to acronyms: ACO - Animal Control Officer; AP – Accounts Payable; CR – Cash Receipts; CRC – Consolidated Resource Center; CVRPC – Central Vermont Regional Planning Commission; DHC – Department of Health; EMD – Emergency Management Director; EMS – Emergency Medical Service; ET – Electronic Transfer; 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;