

**Select Board Meeting
Mount Holly Town Office
May 13, 2025**

6:00 pm

MINUTES

Attendance: Mark Turco, Diana Garrow, Jeff Chase, Elizabeth Karle, Clinton Woolley, Carol Garrow Woolley, David Johnson, Faith Tempest, Jon McCann, Philippe Crane, Christine Pratt, Donna Seward, Stephen Michel, Zena Gates, James Seward, Andy Tanger, June Capron, Devon Neary, Andrew Schulz (via Zoom), Barbara and Steve Hazelton (via Zoom).

MINUTES

1. **Call to Order** at 6.02pm
2. **Pledge of Allegiance**
3. **Consideration of any changes and/or additions to the agenda:** Jeff Chase proposed discussion of the Grants in Aid programme (added to item 7); Planning Commission Report added to item 5; correction to item 8b - to read Summit Road Trash Concern. Motion to amend made by Mark Turco seconded by Diana Garrow, approved unanimously.
4. Approval of April 8th, 21st & 29th Minutes, Diana Garrow moved to approve all minutes as drafted, Jeff Chase seconded, approved unanimously.
5. **Reports**
 - a. **Highway and Transfer Station Update - Clinton Woolley:** Grading and culvert work is underway. There is still clean up after the storm including tree removal, so the man-lift will be hired to do this. Transfer station shed still needs to be moved which should happen shortly. Grants in aid request for FY2025 is being prepared, including ~\$19,000 for sections of Lake Ninevah Road, with work to be undertaken in the summer by the Highways Department.
 - b. **Town Treasurer Update - Elizabeth Karle**
 - i. Monthly Income and Expenses Report: there is little activity at the moment; there has been expenditure on clean up after the storm - and there may be more in May for outside services and labor; monthly school payment has been made; have continued to receive delinquent tax payments. As it is year end, she asked that expenses be considered closely as they come up.
 - ii. FY 2025 Fixed Asset Agreement (Fee Raised to \$750): the auditors have raised their price from \$250 to \$750 and want prepayment for engagement for the FY25/26 year.
 - iii. RHR Smith Reappointed Auditor as previously agreed.
 - c. **Listers' Report - David Johnson**
 - i. Grand List Certificate of No Appeal - this was filed some time ago. Site inspections have been completed with new valuations completed. Reconciliation between the Grand List, current

use and the State is underway and a tentative date for grievance hearing is Friday June 20th.

d. **MPG Housing Study Update:** Jeff Chase: The consultants are working on the draft report. An advisory committee of community members have provided inputs, including details of employers the consultants should contact. The work is 25% complete and the first request for reimbursement has been received.

e. **Conservation Commission Update - Phil Crane:** The Commission wants to order equipment for Emerald Ash Borer mitigation costing approximately \$1000. He clarified that there would be additional expenditure for bottom barriers for Star Lake and EAB in FY25/26, but there will also be income from EAB. Liz Karle noted that there is a budget item for this but because of the need for seasonal expenditure, there will be an overspend which will be reimbursed (as last year). All Select Board members were in agreement with this approach.

f. **Planning Commission Update - Jon McCann:** an application for sub-division by Robert Garrow of his land subject to Act 250 will likely be coming up for a public hearing shortly. The Commission is working on an update of sub-division regulations and will be drawing on the experience of Cavendish who recently revised their sub-division regulations and the Regional Planning Commission.

6. **New Business**

a. **VTrans Road Erosion Inventory Grant** – Approve Grant and Assign Authorized Grant Signor and Representative: Jeff Chase outlined the details of this grant for inventory of road swales and culverts, a requirement of stormwater permitting; the Town match is \$3500 in cash or kind, and RRPC will be contracted to provide the services with the Highways department. If agreed, Jeff Chase will apply for the grant and requested that he be made grant signor and representative. Diana Garrow proposed a motion to approve Jeff Chase as grant signor and representative; Mark Turco seconded, motion approved.

b. **Review and Post RFP for Chadburn Lane:** this is for repairs to the stone abutment of the bridge. Jeff Chase proposed tabling this until the next meeting by which time he will prepare the RFP.

c. **Review and Post RFP for Paving:** Jeff Chase noted that this will be prepared using the standard template but the timing of posting the RFP is uncertain depending on the State Paving Grant. Clinton Woolley confirmed that the District has approved the grant, so it will likely be approved. Jeff Chase confirmed this will be a \$200,000 grant to fund paving on Hortonville and Shunpike roads. He will work with Clinton Woolley to issue the RFP before the next Select Board meeting.

d. **Discuss Establishing Master Service Agreements for Contractors:** Jeff Chase proposed using a standard form for service prices and rates for equipment. He will prepare a draft for the next Select Board meeting. Mark Turco noted the value of this when contacted by those who want to work with the Town in emergency or other situations. Liz Karle asked that Col and W9 information is also collected.

- e. **SB Clerk Job Applications:** Faith Tempest applied for the position. Diana Garrow made a motion to appoint her to the position, seconded by Mark Turco, motion approved unanimously.
- f. **Delta Dental Renewal (Increase of 5.06%; June 6th deadline):** Diana Garrow made a motion to approve renewal of the Delta Dental plan at the increased rate, seconded by Mark Turco, approved unanimously.
- g. **Hiring Rutland Sheriff Dept for Traffic Enforcement:** The Select Board received a complaint from Paul Frazier regarding speeding on Healdville Road and requesting better enforcement of the traffic ordinance by the Rutland Sheriff's Department. Diana Garrow asked for clarification if the Rutland Sheriff's Department will be re-hired this year. Jeff Chase noted that the Sheriff's Department provides limited hours of coverage and not at the times most likely to see violations. Liz Karle noted that speed signs had been discussed at the budget meeting, reducing the Sheriff's budget and using the remaining funds for speed signs. Jon McCann asked if the signs can collect data showing when speeding is most likely. Mark Turco suggested getting quotes for speed signs; Jeff Chase will source these. Clinton Woolley pointed out that for enforcement, any department can be engaged, including Ludlow. Mark Turco agreed to contact Ludlow Police Department.
- h. **Junk Ordinance Concerns:** citizen complaints have been received about two cases on Shunpike Road and one on Station Road. The Select Board will send letters to the homeowners requesting clean up.
- i. **T-Mobile Addition to Cell Tower:** The Select Board has received advance notice of T-Mobile's intention to add equipment to the existing monopole on Stewart Road S., extending its height by ten feet and adding new camouflage branches. Abutting neighbors have also been notified, and one, Brett Wright, has written to the Select Board with a request for design elements which enable the extension to blend with the existing monopole. Jon McCann asked that the Select Board ensure that the height of the monopole does not reach the point where it requires a light. The Public Utility Commission hearing has not yet been scheduled, but when it is, the Select Board will submit these and any other relevant comments.
- j. **Proposed Letter to VT Traffic Committee to Lower Speed Limit on Section of Rt 155:** Citing safety concerns, Mark Knoll wrote to the Select Board asking if he could initiate the process of requesting the Vermont Traffic Committee to conduct a review of speed limits on Route 155 between Barlow Road and Greendale Road; Mark Turco supported the idea and confirmed there would be no cost to the Town. Jeff Chase agreed that it would be good if Mark Knoll could spearhead the process on behalf of the Select Board; he noted that it would be helpful to have the support of residents who live on or use that section of road for recreation.
- k. **RRPC First Draft 2026 Phase 3 of Rutland Regional Plan:** Devon Neary gave a

presentation on the RRPC proposals for the Regional Plan, noting that the passing of Act 181 in June 2024 brought the need for adjustments to the process which started in 2023. The RRPC would like public comments by the end of June and is also asking the Select Board and Planning Commission to provide feedback. Given the timetable, Jon McCann suggested that Select Board members may wish to attend the next Planning Commission meeting and a joint approach can be agreed.

l. **Grants in Aid:** Mark Turco made a motion to propose Jeff Chase as the authorised signer for Grants in Aid, seconded by Diana Garrow; motion passed.

7. **Old Business**

a. **Local Emergency Management Plan (LEMP) Annual Update and Approval:** Jeff Chase noted he is working on this, and will bring it to the next Select Board meeting for approval.

b. **DWSRF Funding Authorization, Mount Holly School PFAS Project, RF3-543-3.0:** the loan to the TRSU for connecting the Mount Holly School to the Town Garage well has been approved.

8. **Citizen Comments:**

a. **911 Post/Mail Box Issue Summit Road:** The Town Clerk received a complaint from Betty and Murray Merlin on Summit Road regarding damage to their mailbox, their 911 post, and their lawn from the Town plow. Clinton Woolley noted that the 911 sign was reattached but the post itself is rotten so it will fail again. Mark Turco agreed that the mailbox should be repaired and sod cleaned by the Town; he also noted that the Town cannot replace the 911 post.

b. **Summit Road Trash Concern:** Joe Galbraith wrote to the Select Board regarding trash being dumped on Summit Road by renters of properties and asked the Select Board to write to property owners. Jon McCann confirmed the problem, but also noted that sometimes it is the result of trash being left outside and then taken by animals. Mark Turco suggested that a notice be posted in the Chit Chat, Newsflash and on social media reminding townsfolk to ensure that trash is handled properly.

9. **Announcements**

a. Town Office Closed for Memorial Day, Monday, May 26

10. **Review & Sign Orders**

11. **Executive Session:** Title 1 V.S.A. S 313(a)(3) – Set pay for SB Clerk: Diana Garrow made a motion to go into executive session, seconded by Mark Turco, approved unanimously.

12. Adjourned at 8.11pm

Submitted by Faith Tempest. In draft form until approved on 10th June 2025.

All regular Select Board meetings can be joined via Zoom at:

<https://us06web.zoom.us/j/89818026866?pwd=xwibjwtsQRZ5LraGbAcMCOMFesA1fP.1>