



Selectboard Meeting Minutes DRAFT  
March 24, 2025

Present:

Jim Haff  
Patrick Cushing  
Ricky Bowen

Tom Yannerell, Interim Town Manager

1. Call to Order
2. Approval of the Agenda
3. Approval of the Minutes
4. Board of Liquor Control
5. Review Golf Course Budget & Rates
6. Consider American Junior Golf Association
7. Grant Policy
8. VTrans Annual Financial Plan
9. Class 2 Paving Grant Approval
10. Structures Grant Approval
11. Line Stripping Purchase Approval
12. Annual Town Officials Appointments
13. Selectboard Member Comments or Concerns
14. Open Public Comment
15. Executive Session
16. Adjourn

## 1. Call to Order

The Meeting was called to order at 6:36 pm.

## 2. Approval of the Agenda

- SB Haff asked for a motion to approve the Agenda as presented. SB Cushing motioned. The motion was unanimously passed.

## 3. Approval of the Minutes

- The Selectboard reviewed the Special Meeting Minutes for March 3rd. SB Haff requested the date be corrected on the Meeting Minutes from March 3rd, 2024 to March 3rd, 2025. SB Haff asked for a motion to approve the Special Meeting Minutes for March 3rd, 2025. SB Cushing made the motion. The motion was unanimously passed.
- The Selectboard reviewed the Emergency Meeting Minutes for March 7th at 4:30pm for Town Manager interviews. SB Haff asked for a motion to approve the Emergency Meeting Minutes for March 7th at 4:30pm. SB Cushing motioned. The motion was unanimously passed.
- The Selectboard reviewed the Emergency Meeting Minutes for March 7th at 4:00pm for Town Manager interviews. SB Haff asked for a motion to approve the Emergency Meeting Minutes for March 7th. SB Cushing motioned. The motion was unanimously passed.
- The Selectboard reviewed the Emergency Meeting Minutes for March 7th at 4:00pm for Town Manager interviews. SB Haff asked for a motion to approve the Emergency Meeting Minutes for March 7th. SB Cushing motioned. The motion was unanimously passed.
- The Selectboard reviewed the Meeting Minutes for March 10th. SB Haff asked for a motion to approve the Emergency Meeting Minutes for March 10th. SB Cushing requested to only include one individual as seconding a motion in the Meeting Minutes. The Selectboard clarified in previous meetings that SB Haff requested a motion, SB Bowen made the motion, and SB Cushing seconded the motion. These changes will be reflected in the Meeting Minutes. SB Cushing made a motion to include the names of the former Town employees discussed in Art. 14. Additionally, Peggy Neisner, Town Clerk, requested under Art. 6 (Board of Liquor Control), the motion "SB Haff made a motion for the Town Clerk to confirm whether the application was meant for Scrub-a-Dub Pub or for Jax's" be changed to "SB Haff made a motion for the Town Clerk to move forward with the application once confirming whether the application was meant for Scrub-a-Dub Pub or for Jax's."
  - i. Neisner stated that the State has requested Scrub-a-Dub Pub receive the liquor license, although Scrub-a-Dub Pub does not serve liquor. The Selectboard will hold on approving these changes until the above changes are made.

#### **4. Board of Liquor Control**

- Neisner, Town Clerk, presented Rivershed's request for a 1st class liquor license, 3rd class liquor license, and an outside consumption permit renewals. SB Bowen made a motion for the Town Clerk to move forward with Rivershed's request for a 1st class liquor license, 3rd class liquor license, and an outside consumption permit renewal. SB Cushing seconded the motion. The motion was unanimously passed.
- Neisner presented the Killington Distillery's request for a 1st class liquor license, 3rd class liquor license, and an outside consumption permit renewals. SB Bowen made a motion for the Town Clerk to move forward with the Killington Distillery's request to renew their 1st class liquor license, 3rd class liquor license, and outside consumption permit. SB Cushing seconded the motion. The motion was unanimously passed.
- Neisner presented the Killington Deli and Marketplace's request for a 2nd class liquor license, a tobacco license, and a tobacco substitute endorsement. SB Bowen made a motion for the Town Clerk to move forward with the Killington Deli and Marketplace's request to renew their 2nd class liquor license, tobacco license, and tobacco substitute endorsement. SB Cushing seconded the motion. The motion was unanimously passed.
- Neisner presented the Mountain Merchant's request for a 2nd class liquor license, a tobacco license, and a tobacco substitute endorsement. SB Bowen made a motion for the Town Clerk to move forward with the Mountain Merchant's request to renew their 2nd class liquor license, tobacco license, and tobacco substitute endorsement. SB Cushing seconded the motion. The motion was unanimously passed.
- Neisner presented Killington Restaurants Inc's request for an outside consumption limited permit for the Dazed and Defrosted event to be held on April 19th. SB Bowen made a motion for the Town Clerk to move forward with Killington Restaurants Inc's request for an outside consumption limited permit for the Dazed and Defrosted event on April 19th. SB Cushing seconded the motion. The motion was unanimously passed.

#### **5. Review Golf Course Budget & Rates**

- TM Yannerell reviewed the updated Golf Course Budget and Rates following the Selectboard's previous comments. One error TM Yannerell reviewed was found in one of the loans which did not increase the increase in operations fee to the Town.
- SB Haff noted that only interest payments, and no principal payments, were listed on the budget for Expenses and Long-Term Debt.
- The Selectboard tabled this review until Great Life Golf was able to attend a Meeting to discuss the Budget and Rates with them. The Selectboard and Town

Manager originally thought a representative from Great Life Golf would be in attendance at this Meeting.

## 6. Consider American Junior Golf Association

- The Selectboard would like to move forward with the return of the American Junior Golf Association (AJGA) event for next year however, further discussion with Great Life Golf is required. The Selectboard will table this discussion until a representative from Great Life Golf is able to attend.

## 7. Grant Policy

- Abbie Sherman, Public Works Director, discussed the new Grant Policy which aims to improve communication within the Town of the various grants that are applied for. This will assist with internal controls in the office and identify the source for any matching funds that are needed. This policy will also help ensure that the Town receives grants in the future. For example, if one department applies for a grant, and all of the requirements are not met, it could prevent another department from obtaining a grant in another form. Additionally, Mary Ellen Keenan-Haff, Finance Director, must report to the State on all of the Federal Grants that the Town has received each year.
- The Grant Policy applies to any grants that are \$25,000 dollars; grants that create future financial obligations; and grants that require a new asset. All of these requirements need Selectboard approval before the grant can be applied for. Grants that do not meet the above requirements can be approved administratively by the Town Manager. The Grant Policy includes a form that must be filled out with each grant. TM Yannerell already reviewed the Grant Policy with the Department Heads.
- SB Cushing made a motion to move forward with the Grant Policy. SB Bowen seconded the motion. The motion unanimously passed.
- SB Cushing requested that the Purpose Statement of the Grant Policy be changed from its focus on maintaining good standing with the Federal Government and Private Agencies that provide funding to a Purpose Statement focused on evaluating grants to be consistent under the Town's mission, strategic priorities, and adoption of plans. SB Cushing recommended this change to avoid any misinterpretation that the Town would change its mission, strategic priorities, or adoption of plans to receive more funding. Sherman clarified that the Grant Policy requires the Town to ensure the grants meet the Town's mission and priorities. Sherman will adjust the wording of the Grant Policy to reflect SB Cushing's request.
- SB Cushing requested that a letterhead be included on the Killington Town Contact List. SB Cushing also stated that five lines will be needed on the Contact List for the five member Selectboard in June. Sherman will make these changes.
- SB Cushing made a motion to accept the Grant Policy as written with changes as amended to put the Killington Town Contact List on letterhead, add two additional

lines for Selectboard member contacts, and to adjust the Purpose Statement. SB Bowen seconded the motion.

#### **8. VTrans Annual Financial Plan**

- Abbie Sherman, Public Works Director, discussed the revised copy of the VTrans Annual Financial Plan which included updated total for income and expenses.
- SB Bowen made a motion for the Selectboard to sign the VTrans Annual Financial Plan. SB Cushing seconded the motion. The motion was unanimously passed.

#### **9. Class 2 Paving Grant Approval**

- Abbie Sherman, Public Works Director, discussed the Class 2 Paving Grant proposal. This grant would be used for Class 2 Roadway improvements through VTrans for River Road. The maximum grant amount would be \$200,000 with a 20 percent match, or however much is over the maximum grant amount. The estimated project cost is \$276,650, depending on the bids the Town receives. The matching source for this grant would be the Town's Paving Grant. Sherman stated this grant would ideally be approved and the project completed this year, with reimbursement requested in Fall 2025.
- The project would include replacing culverts, upsizing culverts along the paved section of River Road, ditch work, and bringing River Road into compliance with municipal general roads permit standards.
- SB Bowen made a motion to approve the Class 2 Paving Grant proposal. SB Cushing seconded the motion. The motion was unanimously passed.
- SB Bowen inquired whether the road work would include a mill or reclaim of the road as the grant proposal doesn't clarify which method will be used.

#### **10. Structures Grant Approval**

- Abbie Sherman, Public Works Director, discussed the Structures Grant proposal. This grant would be used for improvements to Town Highway structures through VTrans. The maximum grant amount would be \$200,000 with a 20 percent match or an amount over the maximum grant amount. The matching source would be the Bridge Capital Fund. The estimated project cost is \$298,000 dollars.
- The project location would be the culvert by the Skyship Lodge. The culvert is not eligible for FEMA funding as the culvert itself was not damaged by the flooding. Sherman has the preliminary design plans and an easement signed by the property owner. Assuming the grant is approved, construction would begin next year.
- SB Bowen made a motion for the Public Works Director to move forward with the grant proposal for improvements to a town highway structure, being the culvert on East Mountain Road by Skyship. SB Cushing seconded the motion. The motion was unanimously passed.

## 11. Line Stripping Purchase Approval

- Abbie Sherman, Public Works Director, discussed the Line Stripping Purchase proposal, including two quotes previously provided to the Selectboard. The first quote was for waterborne paint and the second for epoxy. The roads covered under this project include Killington Road, Schoolhouse Road, River Road, West Hill Road, and East Mountain Road. Waterborne paint is 15 cents per linear foot and epoxy is 40 cents per linear foot. Sherman spoke with LND who stated epoxy would last 2 to 3 years whereas waterborne paint would last 1 year. River Road and West Hill Road line stripping would be completed after the roads are repaved. If epoxy was chosen, the Town would be over budget by \$12,000 for FY26 however, the Town would save money in the long run.
- SB Bowen proposed the possibility of using waterborne paint for certain roads, such as River Road and West Hill Road, and epoxy for other roads, such as Killington Road, to help maintain line stripping while staying within the FY26 budget. Sherman stated that the cost of line stripping for River Road and West Hill Road would come out of the Paving Fund as part of the road work and are not included in the quote.
- SB Bowen made a motion to move forward with line stripping the aforementioned roads with epoxy, with River Road and West Hill Road's line stripping completed as part of their repaving. SB Cushing seconded the motion. The motion was unanimously approved.

## 12. Annual Town Officials Appointments

- Evan Ehmann and Stephen Nisimblat both requested reappointments to the Recreation Commission for 2025.
  - i. SB Bowen made a motion for Evan Ehmann and Stephen Nisimblat to be reappointed to the Recreation Commission for 2025. SB Cushing seconded the motion. The motion was unanimously approved.
- Jessica Ralston and Marisa Sherman requested reappointment to the Development Review Board for 2025.
  - i. SB Bowen made a motion for Jessica Ralston and Marisa Sherman to be reappointed to the Development Review Board for 2025. SB Cushing seconded the motion. The motion was unanimously approved.
- Brian (Guy) Keefe requested reappointment to the Planning Commission for 2025.
  - i. SB Bowen made a motion for Brian (Guy) Keefe to be reappointed to the Planning Commission for 2025. SB Cushing seconded the motion. The motion was unanimously approved.
- Will Austin requested reappointment to the Rutland Regional Planning Commission for 2025. Lisa Davis Lewis requested re-appointment as the Alternate for 2025.

- i. SB Bowen made a motion for Will Austin to be reappointed to the Rutland Regional Planning Commission with Lisa Davis Lewis as the Alternate for 2025. SB Cushing seconded the motion. The motion was unanimously approved.
- o Jay Hickory requested reappointment to the Rutland County Safe Solid Waste District for 2025.
  - i. SB Bowen made a motion for Jay Hickory to be reappointed to the Rutland County Safe Solid Waste District for 2025. SB Cushing seconded the motion. The motion was unanimously approved.
- o Jim Haff requested reappointment to the Rutland Region Transportation Council for 2025. Lisa Davis Lewis requested re-appointment as the Alternate for 2025.
  - i. SB Bowen made a motion for Jim Haff to be reappointed to the Rutland Region Transportation Council with Lisa Davis Lewis as the Alternate for 2025. SB Cushing seconded the motion. The motion was unanimously approved.
- o TM Yannerell presented Deb Burke's nomination for Layer of Coal and Fence Viewer.
  - i. SB Bowen made a motion for Deb Burke to be appointed as the Layer of Coal and Fence Viewer for 2025. SB Cushing seconded the motion. The motion was unanimously approved.

### **13. Selectboard Member Comments or Concerns**

- o SB Cushing made a motion for former Selectboard member Steve Finneron and his wife, Sheila Finneran, to receive a one year extension on their season pass at the Green Mountain National Golf Course and unlimited golf cart access, for their extensive efforts towards GMNGC. SB Bowen seconded the motion. The motion was unanimously approved.
- o SB Bowen inquired about the Town's current cash balance and Restricted Fund balances as the last Treasurer's Report was presented in January. The Selectboard requested to review the most recent Treasurer's Report at the upcoming Selectboard Meeting.
- o SB Cushing requested to hold a discussion to include an attendance list on future Meeting Minutes, with the understanding that it may not be 100% accurate. SB Haff stated the Town Hall Employee posting the Meeting Minutes can include the Sign-In sheet as a cover sheet to the Meeting Minutes.

### **14. Open Public Comment**

- o Town Resident Andrew Guida requested the Town prepare a spreadsheet of all paid invoices related to the road work completed to the section of Killington Road connected to Route 4. TM Yannerell stated that the Town does not necessarily need to provide the information in the spreadsheet format requested. SB Haff stated that Guida would need to submit another Public Information Act request. Guida stated he would like a spreadsheet of the associated costs as he has found discrepancies. SB Haff clarified the costs towards completed Killington

Road work included legal and engineering costs that were not included in the bid which may appear to create a discrepancy, which is inaccurate. SB Haff stated that the Town did not spend over the Markowski contract and its amendment.

- Town Resident Deb Burke stated that a Town Plow had damaged a fence on her property. When a similar incident occurred five or six years ago, the Town Highway Department fixed the fence. Burke requested the Town Highway Department fix the fence again. The Selectboard requested that the Town Highway Department examine the damage to the fence. Burke also stated that a neighbor was plowing snow from their driveway into her driveway creating further damage to another section of her fence. Burke previously held a conversation with the property owners about the damage. Police Chief Whit Montgomery stated it is against State law and this concern should be directed to the Police Department instead of the Selectboard.
- Town Resident Ken Wonsor commented that a motion written in the March 10th Selectboard Meeting Minutes for SB Haff to remain as the Selectboard Chair was misleading and should be reworded to “acting Chair.” The motion was stated as “remain.” No motion was made by the Selectboard to change the wording.
- Town Resident Ken Wonsor advocated for the inclusion of all in-person and Zoom participants attending the Selectboard Meetings. Wonsor reviewed other Town Boards and Commissions that include this information as other nearby towns. SB Haff stated that the Town Hall Employee posting the Meeting Minutes shall include the Sign-In as a cover sheet to the Meeting Minutes.
- Town Resident Ken Wonsor requested the wording in the March 10th Selectboard Meeting Minutes regarding his comments in Open Public Comment be changed from “originally passed” to “revised.” No motion was made by the Selectboard to change the wording.
- Town Resident Ken Wonsor mentioned Statute 3.12 which requires all Public Meeting Minutes be available to the public no less than 5 calendar days after the Meeting. No motion was made by the Selectboard.

#### **15. Executive Session**

The Selectboard entered into Executive Session at 7:54 pm for a Personnel discussion with the Town Clerk. They exited at 11:05 pm. No action was taken.

#### **16. Adjourn**

The Meeting was adjourned at 11:05 pm.