

**Meeting of the Waterbury Select Board  
Monday September 19, 2022  
Minutes**

**Hybrid meeting held at the Steele Community Room, 28 North Main Street and on Zoom**

**Attendees:** Mike Bard, Roger Clapp, Dani Kehlmann, Chris Viens & Alyssa Johnson (Select Board), Karen Petrovic & Steve Lotspeich (staff), Lisa Scagliotti (Waterbury Roundabout), Tom Scribner, Elizabeth Walton, Lawrence Sayah, ORCA Media

**Via Zoom:** ORCA Media, Tom Leitz, Monica DiGiovanni, Anne Imhoff, Kevin & Mary Gorham, Michelle Ryan

Chairperson Bard called the meeting to order at 7:00pm with acknowledgement of the importance of public service.

**Approve Agenda**

One item was added to the agenda under Select Board Items: The board received an email requesting a proclamation regarding Childhood Cancer. If time permits this will be added to the end of the agenda. **A. Johnson made a motion to approve the agenda as amended. The motion was seconded by R. Clapp and passed unanimously.**

**Consent Agenda Items**

**D. Kehlmann made a motion to approve the consent agenda items including the minutes of the September 6<sup>th</sup> and September 15<sup>th</sup> 2022 meetings and the Outside Consumption Permit for Smugglers Notch Distillery. The motion was seconded by C. Viens and passed unanimously.**

**Public**

Tom Scribner requested the board prioritize a Town Social Media policy something that is in the parking lot for discussion. He provided examples of board/committee members using social media and felt it should be limited for the purpose of consistent messaging. He also asked how the current Conflict of Interest policy applied to a committee member, D. Kehlmann stated time needs to be taken to understand how protocols relate to Committees & Commissioners.

**SELECT BOARD ITEMS**

**Closing Park Street & Rotarian Way on October 10, 2022**

VLCT is hosting an event for Sen. Leahy from 1-5pm that includes music, food, and beverages. They expect 150-250 guests. Organizers have requested all the parking spots along Park Street and Rotarian Way be reserved for the event. **A. Johnson moved to authorize closure of the parking on Rotarian Way & Park Street on October 10, 2022 as described by the organizer. D. Kehlmann seconded the motion, a vote was held and passed unanimously.**

**Discuss and consider contract for Municipal Manager**

**C. Viens made a motion to enter Executive Session under provisions of VSA Title 1 Section 313(a)**

to consider the appointment or employment of an employee for the town of Waterbury where premature knowledge would place the candidates under consideration at a substantial disadvantage. R. Clapp seconded the motion, a vote was held and passed unanimously.

R. Clapp made a motion to exit executive session with no action being taken; D. Kehlmann seconded the motion a vote was held and passed unanimously.

D. Kehlmann made a motion to authorize the Town of Waterbury to enter into an employment agreement with Thomas Leitz for a period of 2 years and 9 months. R. Clapp seconded the motion; a vote was held and passed unanimously.

Mr. Leitz thanked the Board and community for the opportunity. He will be named as the Deputy Municipal Manager October 31<sup>st</sup>, 2022-December 31, 2022 with William Shepeluk staying on as Municipal Manager until January 1, 2023. A. Johnson thanked all the participants on the search committee for their time and dedication.

**Consider proposal from Sullivan & Powers., PC to audit financials for the years 2022-2026:** A. Johnson moved to have the Town enter into a 5-year agreement with Sullivan & Powers., PC for a term of 5 years. C. Viens seconded the motion; a vote was held and passed unanimously.

**Park Planning study update:** S. Lotspeich provided the Board with an overview of the Visioning Workshop that took place on 9/15. There is a survey available now through September 30<sup>th</sup> with 155 responses already received. The consultant will be working towards a conceptual plan with more public input in late October. Discussion followed including possible funding outlets for park improvements.

**Discuss RW agreement for Economic Development Director:** no action taken

**Discuss and approve the structure of the Waterbury Area Housing Task Force:** A. Johnson presented the Board with a draft of the structure. After discussion the board agreed to a 10-member Task force meeting every other month. Member solicitation can begin immediately with inquiries sent to [dani.kehlmann@waterburyvt.com](mailto:dani.kehlmann@waterburyvt.com); an interest deadline of Friday October 14, 2022. R. Clapp moved to appoint A. Johnson as the Select Board representative on the Waterbury Housing Task Force and to solicit up to 10 members as outlined in the briefing. D. Kehlmann seconded the nomination. A vote was held and passed unanimously.

**Discuss agenda topics and schedule for future Select Board meetings:** The Board agreed to schedule a third meeting in October for the purpose of inviting Lieutenant White from the VSP and discussing how ARPA funds might be spent. This meeting will take place on October 20, 2022 at 6pm in the Steele Community Room. Parking lot topics were also placed on future agendas scheduling through November.

**Childhood Cancer Proclamation:** R. Clapp moved to recognize October 23<sup>th</sup> – October 29<sup>th</sup> as Vermont Childhood Cancer Awareness Week and supports efforts being made to cure Childhood cancer. C. Viens seconded the motion; a vote was held and passed unanimously.

**R. Clapp moved to adjourn at 8:45pm; motion seconded by D. Kehlmann passed unanimously.**

The next meeting of the Town of Waterbury Select Board is scheduled for Monday, October 3, 2022