



**Minutes of the Waterbury Selectboard Regular Meeting**  
**Tuesday, April 7, 2026 | 7:00 p.m.**  
**28 S. Main St. and on Zoom**

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**Selectboard attendance:** Martha Staskus, Sandy Sabin, Roger Clapp, Don Schneider

**Staff attendance:** Bill Woodruff, Cheryl Casey

**Public attendance:** ORCA Media, Billy Vigdor, Bud Wilson, Chris Viens, Mike Hedges, Marge Guylas, Valerie Rogers, Pete Martel, Mal Culbertson, Lisa Scagliotti, Monica Callan, Michael Bard, Evan K. Hoffman, Mike LoSchiavo, Jane Brown, Nita Haltstrom, Dana Allen

**Public on Zoom:** ORCA Media, Anne Imhoff, Amy Marshall-Carney, Carrie MacMillan, Pegeen Mulhern, Carla Lawrence, Ingrid Jonas, Kia Nealy.

CALL TO ORDER, 7:05 p.m. by M. Staskus

AGENDA

**Review and approve meeting [Agenda](#)**

M. Staskus gave the following revisions: Add Monica Callan to PC vacancy, and Chris Viens and Evan Karl Hoffman for Selectboard interviews; reschedule Alec Tuscany and D. Frothingham for the next meeting.

**Motion by R. Clapp to accept the agenda as modified; seconded by D. Schneider.**

No further discussion; **motion passed unanimously (4-0).**

PUBLIC COMMENT

None.

APPROVALS

→ **Minutes of [March 17, 2026](#)**

**Motion by S. Sabin to approve the minutes with the revision of the voting outcome after Executive Session to 3-0 because R. Clapp didn't return to the meeting; seconded by R. Clapp.**

No further discussion; **motion passed unanimously (4-0).**

→ **Consent Agenda Items (as listed on the meeting [agenda](#))**

*Fairfield Inn & Suites, 1017 Waterbury-Stowe Rd, 2nd class liquor license*

*Shaw's, 820 Waterbury-Stowe Rd, Tobacco and Tobacco license*

*McGillicuddy's, 3 South Main Street, 1st class liquor license*

**Motion by R. Clapp to approve the consent agenda as presented; seconded by R. S. Schneider.**

No further discussion; **motion passed unanimously (4-0).**

## GENERAL BUSINESS

### → **Selectboard Vacancy Interviews**

M. Staskus invited each candidate to describe why they are the right person for the seat.

- S. Sabin recused herself from the discussion and vote because C. Viens is her brother-in-law.

**E. Hoffman** said he felt it was important to have someone of his generation on this special public body, especially now that others have moved on. He looks forward to continuing to represent that demographic.

- R. Clapp asked E. Hoffman about his committee service.
  - He described his work on the Waterbury VT250 Committee.
  - He is also a member of the Town Meeting Study Committee.
  - In both cases, his motivation is to promote discussions of democratic processes and civic engagement.
- D. Schneider asked about E. Hoffman's perception of selectboard work after attending meetings regularly the last few years.
  - He described his data-driven, research-oriented approach to information he learns at selectboard, with an eye toward contributing that research
- M. Staskus asked about E. Hoffman's approach to affordable housing.
  - He responded that building on the foundation of what has been done already with the Stanley Wasson and Woody Avenue sites.
- D. Allen asked what the greatest challenge facing Waterbury is.
  - E. Hoffman said housing, especially pricing out the workforce and losing younger members of the community.
- P. Martel asked about the tension between taxes and supplementing affordable housing.
  - E. Hoffman said raising taxes to build housing isn't the way to go, but increasing the housing stock is very important. Finding alternative sources of funding is the way to go.

**C. Viens** related his decision to keep stepping up for service even as he is often knocked down and out. The next generation's future is going over the cliff and we seem addicted to taking on more debt than we can afford. Vermont has always been a harsh state to grow up in, with a lot of making do and doing without; government interference is hindering self-determination in making one's way in Vermont. Realizing that was his motivation for getting involved in local politics years ago. His goal is to help the town achieve its goals and save money at the same

time, just as he did the last time he was on the board for about a decade. He cares about all the people in this town.

- M. Staskus asked C. Viens his thoughts on the most effective way to work as a team, even when he doesn't agree with the majority.
  - He responded with a guarantee to work collaboratively, knowing that the outcome isn't always what particular people want. On Town Meeting Day, he wouldn't put his foot on the scale by voting for himself, he feels so strongly about the democratic process.
- R. Clapp asked about his contributions to the town when not serving on the selectboard.
  - C. Viens said 95% of his work, as a small business owner, is with the residents of Waterbury. He gives 100% because his business customers are his neighbors.
    - During floods, he has donated equipment.
    - Committee work hasn't been his way of contributing, in part due to what he sees as redundancy and wasted time.
    - He thinks that working to move people out of Randall St. and therefore stop needing to ask for more money. Affordability is a catch-phrase, and he has ideas to actually make living affordable. Subsidizing isn't affordable.
  - C. Viens concluded by applauding Evan's efforts in his candidacy.

### → **Boards/Committees Interviews**

M. Staskus asked each applicant to introduce themselves and provide a short statement on why they are applying or reapplying for appointment.

#### *Planning Commission*

**Billy Vigdor** (renewal) focused on the priorities he would continue to put forward: completing the Town Plan in a timely manner; continuing to seek and absorb public input as the commission does its work; participating as a member of a working commission; developing technical amendments and Phase II bylaws. He has learned a lot and would love to continue.

**Monica Callan** (new) has wanted to serve on the Planning Commission because she has watched the town grow from when she was a child. She is interested in the town's trajectory and to help make it work better for people and for bettering their lives. She brings a lot of experience and institutional knowledge to bring to the table.

- M. Staskus asked if M. Callan would continue as an alternate on the DRB.
  - M. Callan said she would like to keep that role if it is possible. It has been a great education.
- D. Allen asked M. Callan's thoughts on the town plan process so far.
  - M. Callan said she has been very impressed with how the commission is drawing input from the community. She admires how the commission has been doing the work and she would like to be a part of it.
- D. Allen followed up by asking what one thing M. Callan would change in the zoning

bylaws.

- M. Callan is very interested in how the phase II bylaws are going to draw on the Phase I bylaws and how they will differ, in ways that still make the town feel more connected instead of downtown and Waterbury Center feeling like two different places.

#### *DRB*

**Dave Frothingham** (renewal) said he has been serving on the board since its inception, except for a few years. He is a civil engineer by profession, and bringing this expertise to the DRB is his way of serving his town.

**Dave Rodgers** (renewal) said he started on the Village Zoning Board of Adjustment and he noted how much has changed in 20 years. He likes how everything works and the board composition, with intelligent people from different backgrounds.

**Bud Wilson** (renewal) introduced himself as a practicing architect and Waterbury resident of 45 years. He acknowledged that he has experienced some health issues but his colleagues on the board have helped and supported him. He said his colleagues have been terrific to work with. He noted that sometimes the board members don't agree with the rules, but they are committed to finding solutions for residents within those rules.

- M. Staskus expressed her appreciation for the work the DRB does, having served on both the DRB and Planning Commission. She encouraged the DRB members to maintain communication with the Planning Commission.
- R. Clapp asked what B. Wilson's recommendation would be in applying the town plan to the zoning regulations.
  - B. Wilson said between engineers, an architect, a lawyer, and an architectural preservationist, it's an excellent group to navigate the tricky questions in collaborative fashion.
- R. Clapp asked D. Frothingham if he would continue to serve as DRB Chair if appointed.
  - D. Frothingham said he would if so appointed.
- H. Shepard, as DRB member, strongly encouraged the planning commission to align the bylaws with Act 47, because the dots are increasingly difficult to connect.
  - D. Allen thanked the candidates for their service and acknowledged the Planning Commission is very committed to achieving technical amendments, revisions of Phase I, and drafting of Phase II.

#### *CVRPC Transportation Rep –*

**Mike Hedges** (renewal) said he has served for two years now, which has been a nice transition from a 41-year career with the Agency of Transportation. Recently, he wrote a report about some treatments on the muddy roads, such as Perry Hill Rd., and shared it with Public Works. He loves doing these sorts of things and would like to continue serving the community in this vein. The group barely has a quorum and there are a lot of towns not even represented; one thing he would like to do is find ways to improve participation and representation on the advisory committee.

- M. Staskus asked how serving on this advisory committee advances Waterbury's priorities.
  - He described how grant applications are reviewed by the committee and ways in which members learn about what other towns are doing.
- D. Schneider asked about the scope of the committee's region.
  - M. Hedges said Washington County and a few other towns.
- R. Clapp asked if, in his position, M. Hedges would exert influence over grant application decisions.
  - M. Hedges said he does hear about the grants very early on and can work with the town on identifying relevant grants, but his specialty would be advising on necessary studies to be in a position to receive grant money.

*CVRPC Representative/ CVRPC Transportation Rep Alternate –*

**Doug Greason** (renewal) described what he finds most interesting about serving on the committee, especially changes around Act 250 and utility developments, among others. Vermont is unique in how towns need support from such regional bodies. He serves on a number of other regional committees pertaining to development and planning.

- R. Clapp asked about the status of the future land use map.
  - G. Greason said he has seen a newer version of the map from the draft previously given to the Planning Commission. He would be the person to ask for future information about it.

*Tree Board –*

**Jane Brown** (renewal) was a founding member of the committee and she described how the board has evolved since 2014, starting from their early work in planting trees along roadways and in cemeteries. More recently, the focus has been on maintenance and long-overdue pruning. Members are very hands-on with mulching, pruning, and other tasks, along with hiring professionals as needed. They secured Waterbury's status as a "Tree City USA." The board is prioritizing an update to the tree inventory.

- M. Staskus asked her goal for the next three years.
  - J. Brown said the first is to complete the tree inventory, and the second is to create a plan for maintaining, planting, and replacing trees.

**Marge Gulyas** (renewal) said she has been on the board for three years and done a lot of the hands-on work. It has been a challenge that she has enjoyed.

**Questions:**

- D. Schneider asked about the trees planted at Maple Street Cemetery.
  - J. Brown confirmed the extent of the board's work in having trees planted there.
- R. Clapp asked if the Tree Board develops a vision for how the trees would look.
  - J. Brown responded that is the purpose of the tree inventory—to take a proactive planning view and come up with more of a vision going forward.
- C. Viens asked if there was consideration of flowering-type trees/pollinators.

- J. Brown said yes, that is a conversation they are having with the Cemetery Commission, which has been focusing on shade trees.

#### *Tree Warden*

**Mike LoSchiavo** (renewal) described his background in landscaping and his work with residents and business owners to help them find a plan for their landscaping. He helps them consider the benefits of trees as part of the landscaping plan, connecting them with arborists and other experts. The Tree Board is delightful to work with and serve on as well.

- M. Staskus asked if he gets involved with DRB applications when landscaping is involved.
  - M. Loschiavo said no, but lines of communication could probably be built there.
- R. Clapp gave an example of a neighbor who wants to cut down a tree that is in the Town right of way, and if M. Loschiavo is the person who protects the tree.
  - M. Loschiavo noted that “the trees can’t speak for themselves” and it is his job to evaluate such circumstances; in the example scenario, he recommended not taking down that tree because of its value to the neighborhood.

**Motion by R. Clapp to approve the slate of candidates presented for town boards/committees; seconded by D. Schneider.**

No further discussion; **motion passed unanimously (4-0).**

#### **→ Municipal Manager Report**

##### **Randall Meadow**

D. Allen gave an update about the environmental testing and archaeological review, along with other tests that need to be completed before any grant funds are released for Randall Meadow. He is working with B. Woodruff on drafting an RFP for that work to be done, and they hope to issue it this week. The turnaround time should be about 5-weeks for starting the actual testing. The subdivision has been permitted.

- R. Clapp asked if the environmental study and archaeological review would be covered by the grant. D. Allen said we are on the hook initially, but the grant funds would reimburse.

##### **Woody Avenue**

D. Allen reported that an RFP is already written for the planning and administrative work associated with that scope, which can go out as soon as some signed paperwork comes back from the state. The planning would include both site feasibility and sewer feasibility.

##### **Local Emergency Management Plan** (see [LEMP Short Form](#) and [Municipal Adoption Form](#))

B. Woodruff said this plan is an administrative adoption every year with updated names, contact information, and so forth. The only blank spot in the plan is the Natural Disaster Response

Coordinator, which is a vacancy to be filled. We haven't advertised the position yet, but the selectboard can sign the form and fill in the missing information at a later date.

**Discussion**

D. Schneider pointed out a few minor corrections to be made on the form.

B. Woodruff noted the Natural Disaster Response Coordinator is a recent position, filled by Dani Kehlmann until recently.

**Motion by S. Sabin to sign the Local Emergency Management Plan; seconded by D. Scheider.**

No further discussion; **motion passed unanimously (4-0).**

**Sullivan & Powers audit engagement**

B. Woodruff noted the selectboard needs to sign the authorization.

**Motion by R. Clapp to sign the engagement letter with the auditor; seconded by S. Sabin.**

No further discussion; **motion passed unanimously (4-0).**

**Stanley Wasson**

B. Woodruff said the predevelopment agreement has been looked at by the lawyer again and counsel is requesting the selectboard review his comments/revisions before he goes back to DEW.

**→ Selectboard Matters**

**Municipal Manager position search status** (see VLCT [proposal](#), [timeline](#), and [service agreement](#))

**Motion by S. Sabin to approve the proposal from the VLCT for the Town Manager search; seconded by D. Schneider.**

No further discussion; **motion passed unanimously (4-0).**

**Town Clerk/Treasurer position status**

M. Staskus invited clerk/treasurer- elect Karen Petrovic to sign the oath.

K. Petrovic thanked the voters for electing her but said she will not sign the oath; furthermore, she is resigning as interim assistant treasurer.

**Motion by D. Schneider to find that Karen Petrovic, elected as Town Clerk on March 3, has failed to take the oath of office within 30 days as required by [24 V.S.A. § 961\(d\)](#), that the selectboard has warned this meeting for that purpose and has afforded the opportunity to take the oath at this meeting, and that the office of Town Clerk is now declared vacant ; seconded by S. Sabin.**

No further discussion; **motion passed unanimously (4-0).**

B. Woodruff thanked Jim Adams for attending in case he was needed to administer the oath of office.

### **Town staffing update**

M. Staskus reported no new information to discuss on this topic.

### **→ Confirm next meeting date and potential agenda items**

The next meeting date is April 21 at 6:30 p.m.

Agenda items may include:

- Board/Committees reports: Rec Committee, Town Meeting Day Committee
- Board/Committees appointment interviews: Rec Committee, Conservation Commission, Natural Disaster Preparedness Committee, others unfilled
- Better Connections grant update
- Special permit applications – WATA gravel grinder, Waterbury Arts Fest (possible)
  - M. Staskus recommended all special event permits go through the planning/zoning department. B. Woodruff said someone should be the person who coordinates checking that relevant parties weigh in before the selectboard gives approval; he acknowledged that these permits don't fall clearly into anyone's purview.
- Entertainment/special event ordinance to be reviewed at the first meeting in May.

### EXECUTIVE SESSION

**Motion by D. Schneider to enter executive session to discuss matters of town staffing; seconded by R. Clapp.**

No further discussion; **motion passed unanimously (4-0).**

The selectboard entered executive session at 8:45 p.m.

**Motion by R. Clapp to exit executive session at 8:59 p.m.; seconded by D. Schneider. Motion approved unanimously (4-0).**

**Motion by D. Schneider to nominate Evan Hoffman for a one-year position on the selectboard; seconded by R. Clapp.**

No further discussion; **motion passed 3-0 with 1 (S. Sabin) abstention.**

### ADDITIONAL BUSINESS

### **→ Notification of HUUSD Waterbury School Board Rep**

D. Schneider said he spoke with Jillian Sackett, who has applied to fill the Waterbury vacancy on the school board.

M. Staskus summarized that the selectboard's role is to consult and recommend to the school board, who actually votes.

**Motion by R. Clapp to recommend Jillian Sackett to the HUUSD school board; seconded by D. Schneider.**

No further discussion; **motion passed unanimously (4-0).**

**Motion by D. Schneider to adjourn the meeting; seconded by R. Clapp.  
Motion passed unanimously.**

ADJOURNMENT at 9:02 p.m.

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**Next meeting of the Waterbury Selectboard:**      **April 21 @ 6:30 p.m.**  
Steele Community Room  
28 N. Main St. and on Zoom.

*Minutes respectfully submitted by Cheryl Casey.*