

Minutes of the Waterbury Selectboard Regular Meeting

DRAFT

Tuesday, May 19, 2026 @ 6:30pm
Waterbury Municipal Office / Steele Room
28 South Main Street

Selectboard attendance: Martha Staskus, Sandy Sabin, Roger Clap, Don Schneider, Evan Karl Hoffman
Staff attendance: Bill Woodruff, Celia Clark, Kia Winchell Nealy

Public attendance: ORCA Media, Rebecca Mead, Valerie Rogers, Amy Marshall-Carney, Robert Dabrowski, Pam Eaton, Sille Larsen, Chris Viens, Bill Shepeluk, Lisa Scagliotti
Public on Zoom: Wesley Pollock

Waterbury Selectboard meeting called to order at 6:31pm by M. Staskus

REVIEW AND APPROVE AGENDA

Motion by D. Schneider to approve the agenda as presented. Seconded by R. Clapp.
Motion passed unanimously.

PUBLIC COMMENT

No public comments.

APPROVE MINUTES FROM MAY 5, 2026

Motion by S. Sabin to approve the minutes as presented. Seconded by R. Clapp.
Motion passed unanimously.

CONSENT AGENDA ITEMS

D. Schneider expressed concerns about Hill-Ford LLC “negating access” to the end of the alley. If something happens during the proposed event, attendees should be able to exit the alley.

Motion by E. Hoffman to approve the Consent Agenda Items **with the exception** of Hill-Ford LLC.
Seconded by R. Clapp.
Motion passed unanimously.

TOWN BOARDS/COMMITTEES REPORT

School Board – Pam Eaton and Rob Dabrowski reported;

- * Theo Hanna was elected to the school board in March. Cory Heckett has resigned. Jill Second has been appointed.
- * The Harwood Unified Union School District’s budget passed.
- * 73% of the school budget includes healthcare, salaries, and benefits. Other than cutting positions, the School Board has no control over those costs.
- * Only about 24% of the budget can be controlled by the School Board.
- * The Harwood Unified Union School District’s administrative offices are moving from Waitsfield to Harwood Union High School. This move will save approximately \$15,000 per year.
- * There is a 4% increase in heating costs ... which will total approximately \$231,000 in additional costs.
- * With a decrease in bus routes, there will be a savings of approximately \$320,000.
- * Redistricting with Stowe ... and consolidating within our own school district was also mentioned.

Tree Board – Stuart Whitney reported;

Six years ago, the Tree Board planted trees “like crazy” ... now someone needs to take care of those trees. Pruning, trimming, etc. has been the main focus the past few years.

With the Skate Park in Waterbury Center being re-invented ... one of the Expanded birch trees is scheduled to come down by Acer Tree Company - at their cost. That tree will be replaced with an October Glory Red Maple. The Tree Board has been elected to water the new tree during the summer months.

The Waterbury area Girl Scouts are planning a tree planting event and celebration for Saturday, May 30, 2026. They have bought and will plant one apple tree in the community garden space. This event and celebration will help Waterbury maintain their status as a Tree City USA town.

Waterbury Conservation Commission – Amy Marshall Carney;
See the packet attached with tonight's agenda.

Sille Larsen introduced herself as a candidate to join the Waterbury Conservation Commission. Ms. Larsen has been a member of our community since 2019, works with the Agency of Natural Resources, and has a background as an environmental engineer.

Motion by S. Sabin to appoint Ms. Larsen to the Conservation Committee for the new four-year term.
Seconded by R. Clapp.
Motion passed unanimously.

MUNICIPAL MANAGER REPORT

Highway Department - Celia Clark – Waterbury Highway Supervisor updated the Selectboard on the proposal to purchase a new chassis. See Ms. Clark's handout included following the minutes.

Motion by R. Clapp to approve the purchase of the chassis for the six-wheel vehicle along with the extended warranty. Seconded by D. Schneider.
Motion passed unanimously.

Town Project Updates

- * The Town is waiting on the Vermont Attorney General's office before setting a closing date.
- * The roof on the gazebo at the Rusty Parker Memorial Park is in need of repairs.
- * B. Woodruff is hoping the candidate for the Animal Control Officer will be able to attend the next Selectboard meeting.

SELECTBOARD MATTERS

Municipal Manager Update

Bill Fraiser from Vermont League of Cities and Towns reports that the response to the Municipal Manager search is very slow. Although, he has received two more resumes this past week ... with one looking very good. Two of the previous applicants have backed out. It was suggested Mr. Fraiser meet with the Selectboard – in Executive Session – on June 2, 2026 at 5:30pm.

Town Clerk Update

There was a special Executive Session on Friday, May 15, 2026 to offer Wes Pollock the position of Town Clerk. The selectboard is moving through the process of checking references.

Motion by E. Hoffman to continue moving forward with the background checks. Seconded by S. Sabin.
Motion passed unanimously.

Motion by D. Schneider to offer the appointed position to Mr. Pollock based on the successful completion of the backroad check. Seconded by R. Clapp.
Motion passed unanimously.

Treasurer/Financial Director Job Description

S. Sabin spoke of creating a temporary, part-time position for a Financial Director. That person could be responsible for reconciling the checkbook(s), helping the bookkeeper, audit preparation, budget development, and inventory control. This would be strictly a Financial Director position.

It was decided the Selectboard would touch base with the Edward Farrar Utility District board to see what their needs are for a Financial Director.

Staff Job Description

The Selectboard was presented with a proposal from Anne Levesque / Workplace Strategy Consulting. There was much discussion about the pros and cons of hiring a consultant ... and whether or not Ms. Levesque is qualified to work with a municipality.

Motion by E. Hoffman to engage Ms. Levesque as a human resource consultant as proposed. Seconded by D. Schneider.

Motion passed 4 – 1

Sound/Audio System

Bob Butler – Butler Technology - is in the process of working with others to update the sound and audio system in the Steele Room.

Special Event/Vendor Applications

Shaw Mansion North Neighborhood Event – June 14, 2026

Rebecca Mead is hoping to hold a neighborhood party for the approximately 50 residents of the north end of Shaw Mansion. She is asking the Selectboard to consider closing a few hundred yards of Shaw Mansion, from Thurston Lane south to the next driveway/intersection, from 1 - 9pm on June 14, 2026. All residences would be accessible from either end of Shaw Mansion or Valley View. Ms. Mead has already spoken with Fire Chief Gary Dillion about trucks accessing the area in an emergency.

Motion by R. Clapp to approve the event. Seconded by S. Sabin.

Motion passed unanimously.

Entertainment / Vendor Ordinance Review

Currently there is an ordinance for entertainment and an ordinance for vendors ... both dating back to 1993 and 1998. The proposed ordinance would combine both into one document. R. Clapp suggested the topic be taken up at the next Selectboard meeting ... and in the meantime R. Clapp and E. Hoffman will work on the wording.

The next Waterbury Selectboard Meeting is schedule for June 2, 2026. Among the topics to be discussed;

- * Natural Disaster Preparedness with Crew, the Waterbury Fire Department, and the Waterbury Ambulance Service
- * Animal Control officer
- * Woodard Hill
- * Entertainment and Vendor Ordinances

Motion made by D. Schneider to adjourn the Waterbury Selectboard Meeting. Seconded by R. Clapp.

Motion passed unanimously.

The meeting adjourned at 8:52pm.

DRAFT

kia Winchell Nealy

Town of Waterbury
Highway Department
New Chassis Proposal

The Town purchased a Western Star tandem chassis in 2025. It is not slated to get body/plow/wing components on till the first quarter of 2027.

Due to this is it proposed to purchase a Western Star 6-wheel chassis in 2026 and both will be outfitted with body/plow/wing in 2027. The money slated this year for the final cost of the tandem with the body/plow/wing equipment is \$110,850.00. The difference would be an additional \$48,964.00. Also \$17,333.00 if extended warranty was purchased as well. So potentially \$66,294.00 not covered in this year's budget.

2 trucks were slated to be replaced in 2024. A decision was made to hold off and then only purchase one in 2025. This has pushed out all equipment replacement schedules. With this it is costing the town more money for repairs over that last several years. Currently the truck that is slated to leave with the truck chassis already purchased is currently in the shop getting the clutch replaced. Cost of this is estimated at over \$10,000.00. This would not have been needed if we were on schedule with our replacement time frame.

If we wait to purchase the 6-wheel chassis in 2027, new emissions start, changing the engine models. Increasing the cost of the new chassis minimal \$12,000.00 off the top. This also leaves the town to be one of the first to try out the new engines with the new production/installations. This would also push back the final delivery of the new outfitted truck till potentially 2028 or later. Meaning we will be keeping our trucks much longer and spending more money on repairs.

2025	Western Star tandem chassis purchased	\$176, 825.00
2026	Western Star 6-wheel chassis proposed	\$159,814.00
	Extended warranty	\$17,333.00
2027	Viking body plow equipment proposed	\$222,550.00

For both the tandem and 6-wheel

Tandem \$110,850.00

6-wheel \$111,700.00