

1 **TOWN OF WAITSFIELD, VERMONT**  
2 **Selectboard Meeting Minutes**  
3 **Monday, January 30, 2023**  
4 **Draft**

5  
6 **I. Call to Order:** The meeting was called to order at 6:30 pm by Christine Sullivan. The  
7 meeting was held in person at the Waitsfield Town Offices and remotely via Zoom.

8 Members Present: Chach Curtis, Fred Messer, Brian Shupe, Christine Sullivan

9 Staff Present: Annie Decker-Dell'Isola (Town Administrator)

10 Others Present: Bob Cook (Cemetery Commission), Anthony Italiano (MRVTV), Gib Geiger  
11 (Cemetery Commission), Curt Lindberg (Conservation Commission), Mark Peal (Cemetery  
12 Commission)

13  
14 **II. Regular Business.**

15  
16 **1. Review agenda for addition, removal, or adjustment of any items per 1 VSA**  
17 **312(d)(3)(A).**

18 No changes were made to the agenda.  
19

20 **2. Public Forum.**

21 There were no comments provided.  
22

23 **3. Review and adopt FY24 Draft Budget.**

24 Ms. Decker-Dell'Isola reviewed the adjustments made based upon the feedback provided at the  
25 previous Board meeting and explained some other updates that had been made.  
26

27 There was some discussion with Mr. Cook and Mr. Geiger regarding the funds needed by the  
28 Cemetery Commission to cover expenses; due to the reduced investment income of the past year,  
29 it was anticipated that up to \$17K would be required for the FY24 budget. They, along with Mr.  
30 Peal, explained that there is minimal income received from sales and fees, and that the annual  
31 cost of maintenance has averaged approximately \$27K recently.  
32

33 Final edits were made to some aspects of the fourth road crew member expenses, the Sherriff's  
34 Department allocation, non-profit appropriations, and reserve transfers.  
35

36 Ms. Decker-Dell'Isola reviewed recent changes to the revenue tables, and an ARPA allocations  
37 summary was provided.  
38

39 The estimated cost of mowing and sidewalk plowing equipment had been reduced to \$75K; the  
40 direct allocation and reserve fund amounts were adjusted accordingly.  
41

42 It was agreed to request that Mary Jane Potter attend an upcoming meeting in order to review  
43 Grand List information, assessments, and an upcoming reappraisal.  
44

45 Ms. Decker-Dell'Isola confirmed that no funds will be transferred to the Capital West Reserve  
46 fund until all conditions requested by the Board have been met.

47 **MOTION:** *A motion to adopt the budget as reviewed and adjusted in the amount of \$2,673,901*  
48 *of which \$2,242,576 will be raised by taxes was made by Mr. Shupe. The motion was seconded*  
49 *by Mr. Messer. All voted in favor.*

50

51 **4. Review and adopt Town Meeting 2023 Warning.**

52 The draft warning was reviewed and necessary edits incorporated.

53

54 **MOTION:** *A motion to approve the Warning for Town Meeting 2023 was made by Mr. Messer.*  
55 *The motion was seconded by Mr. Shupe. All voted in favor.*

56

57 **5. Adopt Constable Job Description.**

58 Ms. Decker-Dell'Isola explained that this document has been reviewed, including a review by  
59 the interested individual, who expressed no concerns with the contents. The intent is to hire the  
60 Constable at the next Board meeting if all paperwork is in order.

61

62 **MOTION:** *A motion to approve the Constable Job Description was made by Mr. Messer. The*  
63 *motion was seconded by Mr. Curtis. All voted in favor.*

64

65 **6. Consent Agenda.**

66

67 **MOTION:** *A motion to approve the consent agenda, consisting of the items listed below,*  
68 *passed unanimously.*

69

- 70 • Approval of the Minutes of January 23, 2023.
- 71 • Bills Payable and Treasurer's Warrants.
- 72 • Approve Town Clerk's request to restore and digitize "Map Book 1" of Town records for  
73 \$4,159

74

75 **7. Selectboard Roundtable**

76 Some housekeeping related to completion of the Town Report materials was covered.

77 **8. Town Administrator's Updates**

78 Ms. Decker-Dell'Isola noted that Kari Dolan has volunteered to serve as Moderator for Town  
79 Meeting; both women will be attending an upcoming training.

80 She also indicated that she will be meeting with JB Weir and Joshua Schwartz regarding the  
81 Project Management MOU for the Wastewater Project.

82 **9. Executive Session**

83 **MOTION:** A motion to enter Executive Session pursuant to 1 V.S.A. § 313 (a) (2) [Real Estate]  
84 was made by Mr. Shupe. The motion was seconded by Mr. Messer. All voted in favor.

85

86 The meeting entered Executive Session at 7:37 pm and returned to open session at 8:02 pm

87

88 **III. Other Business**

89 **1. Correspondence/reports received** were reviewed.

90 **IV. Adjourn**

91 The meeting adjourned at 8:02 pm.

92 Respectfully submitted,

93 Carol Chamberlin, Recording Secretary