

GUILFORD SELECTBOARD MEETING
Monday, September 14, 6:30 pm, 236 School Road, Guilford, VT

SELECTBOARD MEMBERS PRESENT: Tara Cheney, Kim Frost, Mike Szostak, Chip Carter, Sheila Morse, Chair
via zoom

STAFF PRESENT: Erika Elder, Elly Majonen

PRESENT IN PERSON: Steve Lembke, Kyle Parker, Huntley Parker

PRESENT VIA ZOOM: Cindy Clark

Minutes

- I. Call to Order by Sheila at 6:30pm
- II. Rules of Procedure by Sheila
- III. Welcoming of Public; Community Comment Period
 - a. None
- IV. Changes to Agenda Order
 - a. Table VI. d motion. Introduce topic for more detailed examination at 9.24 meeting.
- V. Updates & Reports
 - a. Town Administrator
 - i. Attended Capital Planning Meeting.
 - ii. On 9/14/26 Tara & Erika attended a meeting about road maintenance and paving led by Todd Eaton from Vermont Local Roads. This Windham Regional Commission Transportation Committee meeting alerted us to available paving resources including templates & spreadsheets. We learned about cost differences between gravel and paved roads. Tara: Ditching is very important to maintaining gravel roads. Gravel roads cost \$18k per mile vs \$1M per mile of asphalt roads. Crack sealing and shimming is so important for paved roads.
 - iii. DuBois & King agreement with Guilford for the traffic calming study for Algiers on RT 5 was finalized.
 - iv. Started planning for the FY2028 Budget & Town Report.
 - v. Act 250 application for Viking Village expansion site visit is set for Wed 9/16/26 at 9:30am. Public hearing at the Town Office at 10AM in person and via video set up by the State using Teams meeting.
 - vi. PowerTransitions Community Town Hall meeting in Vernon on 09/23/26 at 6pm at Governor Hunt House Community Center. PowerTransitions has leased the former Vermont Yankee nuclear power plant property in Vernon

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- b. Town Treasurer
 - i. AFD#1 Prudential Committee approved & signed agreement with Brattleboro.
 - ii. Elly and Uriel went to VTCMA conference. Attended a Tax Delinquency Webinar from VTDHCD, NEMRC & VLCT. Proposed VT Land Bank.
 - iii. Library Trustee fund: moved money to investment account by request of Library Trustees.
 - iv. Draft Audit report review continuing
 - v. Researching rate history for water systems for Town of Guilford
 - vi. Received report from State about source and uses of education tax dollars.
 - vii. Redemption period from the first tax sale expired in August; property transfer to new owners is completed
 - viii. Attending Brattleboro water rates and finance training 9/15/26 from 9am-4pm.
- c. Regional Policing
 - i. Tara: reporting on Regional Policing: Approved Windham Law Enforcement Principles. Shared Principles have been agreed upon. Next meeting will address bylaws. Tara will report every week.

VI. Old Business

- a. Regional Highway Cooperation
 - i. brief report on 8.25.26 Special Meeting: Representatives from six towns met together with regional & state organizations to share concerns about hiring road crew. Three members (Sheila, Chip Mike) of Guilford Selectboard attended the regional meeting, necessitating that a special meeting be called. **MOTION:** to approve minutes of the regional gathering; Sheila moved to approve minutes of the special meeting. Mike seconded; Vote by roll call, Chip, Mike, Sheila were in favor. MOTION passed.
- b. AJE #19 - Pension Calculation **MOTION** to approve by Kim, seconded by Tara. Vote by roll call, all were in favor, no objections, no abstentions. Motion passed.

VII. New Business

- a. Road Crew New Hire **MOTION**, to approve Jim, Mike, and Sheila's recommendation to the SB to hire our 5th Road Crew Member. Charlie O'Connell. Per the personnel policy, hiring is provisional until the trial period of 90 days expires and it is determined that the situation is a good fit for both Charlie O'Donnell and Town of Guilford. Sheila Moved, Kim seconded. Vote by roll call, all were in favor, no objections, no abstentions. Motion passed.
- b. Bids for Repair Ditching - Bids from MT3 & LaRock. LaRock was lower. Carpenter Hill - **MOTION** by Tara, seconded by Mike to approve LaRock for \$16,800 to do ditching on Carpenter Hill. Vote by roll call, all were in favor, no objections, no abstentions. Motion passed.

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- c. Bids for Crack Sealing Hinesburg and Guilford Center Roads. Bids received from Indus & VT Roadworks . It was noted that Indus was from out of state and materials they use appear not to match VT State standards. **MOTION:** by Sheila, seconded by Mike to accept bid by VT Roadworks \$46,500k including traffic control and clean up. Vote by roll call: Kim, Mike, Chip, Sheila approved. Tara abstained.
- d. Water Rates - Water System customers of first rate increase in the October 2026 water bill mailing. The SB needs ALL the info about water rates and the contract before deciding. Elly going to a meeting tomorrow in Brattleboro.

(At this point Sheila left the meeting and Tara took over as Chair.)

VIII. Correspondence

Steve Lembke: Windham Regional Commission is rescheduling a Regional Plan to 9.21.

IX. Finance

- a. Budget Status
- b. Warrants

Payroll - WE 08.30.26	\$7,594.25
Payroll - WE 09.06.26	\$7,959.33
Payroll - WE 09.13.26	\$9,547.48
Expense Warrant #2705	\$52,645.31
Expense Warrant #2705A	\$2,740.66
Expense Warrant #2705F	\$6.50
TOTAL	\$80,493.53

MOTION Tara moved to pay warrants as written, Chip seconded; Vote by Voice, all were in favor, no objections, abstentions. Motion passed.

X. Approval of Minutes

- a. Minutes of the regular meeting of 08.24.26 - **MOTION:** Kim moved to approve, Chip seconded. Vote by Voice, all were in favor, no objections, abstentions. Motion passed

XI. Actions from Previous Meeting **MOTION:** to approve by Tara, seconded by Chip. Vote by Voice, all were in favor, no objections, abstentions. Motion passed

- a. Approved Grand List Errors and Omissions certificate
- b. Approved Dubois & King for the Algiers Village Trafficking Scoping Study
- c. Approved to Accept Adjusting Journal Entries

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- d. Approved Warrants
- e. Approved Minutes from 08.10.26

XII. Action Taken

- a. Approved minutes from Regional Highway Meeting
- b. Approved Adjusting Journal Entry #19
- c. Approved new hire to road crew
- d. Approved bids for Carpenter Hill Ditching from LeRock and Crack Sealing from VT Roadworks
- e. Approved Warrants & Payroll
- f. Approved Minutes of 8.24.26

XIII. Actions to be Taken

XIV. Adjournment;

MOTION to adjourn by Tara, Chip seconded; Vote by Voice, all were in favor, no objections, no abstentions. Motion passed. Meeting adjourned at 7:45.

Next Meeting: 10.14.26

Meeting Video: <https://www.brattleborotv.org/guilford-selectboard/guilford-selectboard-mtg-9-14-26/>

Approved 08.24.26

Sheila Morse

Tara Cheney

Chip Carter

Michael Szostak

Kim Frost

Tara Cheney

Chip Carter

Mike Szostak



Signature: Chip Carter

Chip Carter (Sep 30, 2026 12:52:53 EDT)

Email: chipcarter@guilfordvt.gov

Signature: Tara Cheney

Tara Cheney (Sep 30, 2026 13:52:20 EDT)

Email: taracheney@guilfordvt.gov

Signature: Mike Szostak

Mike Szostak (Oct 1, 2026 12:37:32 EDT)

Email: mikeszostak@guilfordvt.gov